

**STATE BOARD OF EXAMINERS OF SHORTHAND REPORTERS**

**MINUTES**

**SEPTEMBER 24, 2014**

The State Board of Examiners of Shorthand Reporters convened September 24, 2014 at 8:29 a.m. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

**Board Members Present:** John Brandon, Chairperson, Shorthand Reporter  
Patricia Masi, Shorthand Reporter  
Kate Kowalyshyn, Attorney  
William Mangini, Public Member

**Board Members Absent:** Christine Mannix, Shorthand Reporter

**Board Member Vacancy:** One Public Member

**Board Counsel Not Present:** Jose Rene Martinez, Assistant Attorney General

**DCP Staff Present:** Karen Layman, Secretary

**Public Present:** None

*Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information call Richard M. Hurlburt, Director, at (860) 713-6135 or fax: (860) 706-1255.*

**Agency Web Site:** [www.ct.gov/dcp](http://www.ct.gov/dcp)

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The meeting was called to order at 8:29 a.m. by Chairperson Brandon.

### **MINUTES OF PREVIOUS MEETING**

John made a motion to accept the minutes from the June 2, 2014 meeting, Patricia seconded, all were in favor.

### **NEW APPLICATIONS**

The Board received two new applications to consider.

Ashley Jusino Brewster NY

Sharon Lengel Woodmere, NY

Both applications were approved by the Board.

### **NEW BUSINESS**

Karen asked if all Board members received the Guide to the Code of Ethics that all Public Officials and State employees must follow. Chairperson Brandon asked if there was any action needed on this, and Karen said there was not.

### **CORRESPONDENCE/OLD BUSINESS**

The Board received an email from Cathy Dabakis, LSR #356 inquiring about the acceptability of a course she took and if it would qualify towards CEUs. This prompted a discussion on the whole CEU issue. Mr. Brandon felt there is no concise way to write rules and regulations regarding CEUs that all will understand. All agreed.

Patricia consented to write a one or two paragraph guideline that would clarify the questions surrounding CEUs. The draft will tell the person looking for the CEUs that they must provide documentation of their attendance and/or a description of the course content. The Board will have discretion over these cases, and will look to NCRA as an appellate court. The Board will accept or reject the granting of CEUs on a case-by-case basis.

Patricia will send John the original draft, John will modify as/if needed, and when satisfied with the document, will send it to the Connecticut Court Reporters Association to review and provide feedback.

Karen said she has taken a few calls regarding the CEU issue, and anticipates more. She asked for guidance as to the best way to respond. John suggested Karen tell the caller that the Board is working on this issue, and guidance will be out shortly.

Patricia brought up the concept of Professional Development Credits (PDCs) and how they compare to CEUs. The National Court Reporters Association's manual describing CEUs mentions PDCs, but describes them as "not conforming to the definition of a CEU but are nonetheless viewed ... as holding significant value to NCRA..."

After a brief discussion, the Board felt they would not consider PDCs (as CEUs), and follow NCRA's guidelines.

## **ADJOURNMENT**

John asked if there was any other business to address. There was none.

Kathleen Kowalyshyn made a motion to adjourn, John seconded, all in favor. The meeting adjourned at 8:49 a.m.

Respectfully submitted,

Karen Layman  
Board Secretary

