

STATE BOARD OF EXAMINERS OF SHORTHAND REPORTERS

FEBRUARY 21, 2017

The meeting was called to order by Christine Mannix, Chairperson, on Tuesday, February 21 at 9:08 a.m. at 450 Columbus Boulevard, Hartford, CT, 06103, in Hearing Room J.

Board Members Present: Christine Mannix, Shorthand Reporter
Chairperson
Lisa Graziano Shorthand Reporter

Board Members Absent: Maria Hughes Shorthand Reporter
Kate Kowalyshyn Attorney Member
William Mangini Public Member

Board Member Vacancy: Public Member

Board Counsel Absent: Jose Rene Martinez, Assistant Attorney General

DCP Board Staff Present: Karen Layman, Secretary

Others Present: Richard Hurlburt, Director
John Neumon, Director

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 Division E-mail: dcp.occupationalprofessional@ct.gov

MINUTES OF PREVIOUS MEETING:

The Board reviewed the minutes of November 16, 2016 State Board of Examiners of Shorthand Reporters meeting and voted unanimously to approve as written.

APPEARANCE BY DIRECTOR NEUMON:

Director John Neumon appeared and introduced himself to the Board. Director Neumon informed the Board that complaints submitted for shorthand reporters will be forwarded to the DCP Investigative Division and will follow the proper channels depending on the nature and severity of the complaint.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

None

APPLICATIONS:

None

OLD BUSINESS:

1. Continuing education audit for the 2014-2016 cycle

Richard M. Hurlburt, Director, informed the Board that Richard Maloney, Director has been requested to conduct the continuing education audit for the 2014-2016 cycle. The Board inquired as to when the audit will begin and stated their concerns regarding reporters working with licenses, without having taken the proper CEU classes.

NEW BUSINESS:

1. Attorney Member Position

Chairperson Christine Mannix inquired about the proper procedure to follow in order to ensure that this position remains filled. Correspondence may be forwarded to the Governor's Office regarding persons wishing to be appointed to this Board or resigning from the Board.

2. Change in Board Meeting dates:

The following changes have been made to the Shorthand Reporters Board 2017 schedule:

- The following meetings have been cancelled: May 23, 2017, August 22, 2017, and November 21, 2017 (Tuesdays)
- These meetings have been rescheduled to: May 24, 2017, August 23, 2017, and November 29, 2017 (Wednesdays)

CORRESPONDENCE:

None

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

None

There being no further business, the meeting adjourned at 9:20 a.m.

Respectfully submitted,

Karen Layman
Board Secretary

2017 MEETING SCHEDULE

PLEASE NOTE THE CHANGE IN MEETING DATES

- May 24, 2017
- August 23, 2017
- November 29, 2017

All meetings will take place at 450 Columbus Boulevard, Hartford, CT, 06103 at 8:30 a.m.