

MINUTES

**UTAH
Certified Court Reporter Board Meeting
MEETING**

April 18, 2013

**Room 474 – 4th Floor - 2:00 p.m.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 2:14 p.m.

ADJOURNED: 3:27 p.m.

Bureau Manager:

April Ellis

Board Secretary:

Yvonne King

Board Members Present:

Catherine Kennedy
Joleen Van Bibber
Rossann Morgan
Diana Kent

Board Members Absent:

Diane Flanagan

DOPL Staff Present:

Mark Steinagel, Division Director

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS:

Approval of the October 18, 2012 Board Meeting Minutes

Ms. Kent seconded by Ms. Morgan made a motion to approve the October 18, 2012 Board Meeting Minutes as written. The motion carried unanimously.

TOPICS FOR DISCUSSION

Proposed Rule: R156-74-102(7)

Ms. Ellis presented proposed rule R156-74-102 defining verbatim record.

Ms. Van Bibber seconded by Ms. Kent made a motion to approve the added language as follows:

(1) (a) "Verbatim record" as used in sub-section 58-74-102(7) means a word for word record by creating

a written transcript: and (b) "Verbatim Record" does not include a record created solely for personal purposes. The motion carried unanimously.

Ms. Ellis noted that she would e-mail the Board members an updated draft of the rule before it is filed.

After the discussion on the wording for the proposed rule, Mr. Steinagel suggested discussing a concept of revising the statute and rules with regards to short hand reporting with the assistance of the associations for the next scheduled Board meeting in October. This will be an agenda item for October's Board meeting.

Changes to the Open and Public Meetings Act

Ms. Ellis updated the Board on new changes to the open and public meetings act which would now require the recording of the Board meeting to be posted to the web-site along with the approved minutes within 3 days.

Next Scheduled Meeting

October 17, 2013

Adjourned

3:27

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

Date Approved (ss)
Chairperson, Certified Court Reporter's Board

Date Approved (ss)
Bureau Manager, Division of Occupational & Professional Licensing