

TENNESSEE BOARD OF COURT REPORTING

Administrative Office of the Courts Nashville City Center, Suite 600 511 Union Street
Nashville, Tennessee 37219 615/741-2687 or 800/448-7970 FAX: 615/253-2922

OFFICIAL MEETING MINUTES Friday, August 6, 2010

I. Call to order

The meeting of the Tennessee Board of Court Reporting was called to order by Chairperson Jimmie Jane McConnell at 8:02 a.m. CST on the 6th day of August, 2010, at the Administrative Office of the Courts, Suite 600, Nashville City Center, 511 Union Street, Nashville, Tennessee.

II. Roll Call

Roll call was taken and the following Board members were present. Jimmie Jane McConnell, Ken Mansfield, Earl Houston, Sheila Staggs, and Judge Jim Martin via telephone conference call constituting a quorum. Debbie Hayes was also physically present as well as Libby Sykes via telephone conference call. There were also several visitors present.

III. Approval of June 25th and June 30th minutes

A motion was made by Ken Mansfield to accept the minutes from the previous two meetings. The motion was seconded by Sheila Staggs. After no discussion the minutes were unanimously passed.

IV. Reports

Jimmie Jane McConnell went to a meeting concerning reporting in Charleston, SC and a report will follow.

V. Old Business

Discussion of approval of forms. It was agreed that all forms were just merely suggestions and to be used as a sample of things that needed to be included. All forms will be posted on the website in the future.

The Certificate of Attendance form was approved with no discussion or changes.

The Change of Information form was approved with no discussion or changes.

The CEU Request form was discussed. It was agreed that "Tennessee Board of Court Reporting" should be placed across the top and any reference to TLCR should be changed to LCR. Otherwise, the form was approved.

The Reporter's Certificate was discussed at length. Judge Martin suggested the certificate should be general enough to cover most circumstances. Judge Martin also suggested changing "transcribed by me" to "or under my supervision" or delete it altogether. At Ken's suggestion and agreement of the Board it was decided the phrase should be deleted altogether. Judge Martin also suggested the phrase "not related" to be used instead of "of kin" and delete "of counsel." It was agreed by the Board after some discussion.

The Stipulation form was discussed. Jimmie Jane McConnell read a statement concerning the stipulations. Different scenarios and concerns were discussed. Jimmie Jane McConnell suggested we as a board needed to do due diligence. Ken Mansfield made the statement the Board has not approved the stipulations and not taken a stance on the legality. He suggested we need more time and legal counsel to proceed. He posed the question does the law trump the statute? As a board we agreed we needed an advisory opinion from the AG. Judge Martin clarified that we haven't approved the stipulations or recommended them and we have made no comment on the legality or appropriateness and that we would have no comment on it at this time. After some discussion on how to disseminate this statement Ken Mansfield suggested if these comments went in the minutes they would be made public. Judge Martin made a motion for the Board to publicly publish the comments. Ken Mansfield seconded the motion. The motion passed unanimously. Libby Sykes clarified on how to disseminate, either via a press release or mass email or posting to website. Judge Martin suggested posting to the website and attaching the particular parts of the minutes pertinent to this subject. For example: that "Comments are attached" or "Of particular note, the following:". Jimmie Jane McConnell added that we can't post the minutes until they're approved at the next meeting. Judge Martin added that they will be posted in the future.

Old Business concluded.

VI. New Business

A discussion was had about setting up renewal and payment on website. Debbie Hayes said the website was still under construction and it was cost prohibitive to do online paying at this time. Samples of renewal forms and procedures were discussed from the different state associations as well as national NCRA and NVRA.

A short adjournment was called for by Sheila Staggs for three minutes from 9:45 a.m. to 9:48 a.m.

Jimmie Jane McConnell suggested we set up an email system for notifications. Debbie Hayes suggested all reporters are encouraged to come to the website and be responsible for keeping themselves up to date and current.

A discussion was had on the request to extend time to get CEU's, fee or no fee. Ken Mansfield suggested that was covered in the rules. Ms. McConnell posed the question, "Do we need a form?" Ms. Hayes responded that a waiver can be filed and a determination made by the Board. After a discussion it was decided this was all covered in the new rules and a form was not needed.

Sunset Hearing Review to be conducted on August 18, 2010. Debbie Hayes and Aaron Conklin are to provide us guidance on this meeting and submit answers to questions to the Board. We need to know where we stand on budget. It was discussed that all board members available should attend if possible.

Questions and Answers on Licensure: Jimmie Jane McConnell read written comments pertaining to licensure. It was suggested that we direct all persons to the law first and refer them to FAQ on the website. Procedures were discussed.

Ken Mansfield posed the question on how to handle violations if the Board became aware of them and no formal complaint was filed outside of the Board. Judge Martin suggested it should be referred to the AG. Libby Sykes suggested the AG couldn't act as disciplinary counsel. It was discussed that the Board has the responsibility to act on something brought to our attention or publicly advertised. Judge Martin suggested the AG should be asked to handle the issue on behalf of the Board. Judge Martin made a motion to refer the issue to the AG for a decision on how we should act and respond. Ken Mansfield seconded the motion. The motion was passed unanimously.

VII. Closing comments

Jimmie Jane McConnell read written closing comments.

VIII. Adjourn

A motion to adjourn was made by Ken Mansfield. Seconded by Judge Martin. The motion was passed unanimously.

Meeting adjourned at 9:20 a.m.

Minutes submitted by: Sheila Staggs, board member, acting secretary in Ginger Truesdel's absence.