

THE LOUISIANA BOARD OF EXAMINERS OF
CERTIFIED SHORTHAND REPORTERS

BOARD MEETING MINUTES

Pursuant to notice, the meeting was called to order at 12:12 P.M., January 13th, 2023 originating from the LA Board of Examiners of Certified Shorthand Reporters, Orleans Parish Criminal District Court, Section D, 2700 Tulane Avenue, New Orleans, LA 70119, in person, with a quorum present.

PRESENT:

Judge Kimya M. Holmes, Chairman
Lori Ceasar, Secretary
Andrea Davis
Rosa Manle

Janet McBride
Celeste P. Ware
Vickie Nguyen, Administrator
David A. Marcello, CSR Board Attorney
Joshua S. Force, CSR Board Attorney

ABSENT:

Megan C. Kiefer
Laura Putnam

I. PRELIMINARIES

- A. Call to Order**
- B. Pledge to Allegiance**
- C. Roll Call**
- D. Approval of Minutes of October 7, 2022**

II. COMMITTEE REPORTS

A. FINANCE

1. September-November Financial Reports

2. September-November Operating Statements

Increase because of license renewals. The balance in the bank is \$243,000.

Ms. Manale moved, which was seconded by Ms. Ceasar. The motion was passed without opposition.

3. Webmaster Contract (2023-2024)

There were no changes. Ms. Manale moved, which was seconded by Ms. Ceasar to approve the Webmaster contract. The motion was passed without opposition.

4. Webmaster Contract (2022-2023)

The contract is for the webinar. Ms. Nguyen explains the webinar started during Covid. Three were given this year with a cost of \$5100; there was not a contract in place and there needs to be a contract for the board. Ms. Manale moved, which was seconded by

Ms. Ceasar to approve and Implement the Webmaster contract. The motion was passed without opposition.

B. LICENSING AND CONTINUING EDUCATION

- 1. LA Ethics/Rules & Regulations Webinar**
 - 2. CE Summary Access Database-Webmaster**
 - 3. “Live” webinars/seminars vs. “Pre-recorded”**
 - 4. 2023 CCR and CDR Renewals Received After 1/10/22**
 - 5. 2023 CCR and CDR Non-Renewals**
 - 6. CCR and CDR Noncompliance CEs for 2021-2022 cycle**
1. Ms. Nguyen and Ms. Ware discussed the first date, April 8th, 2023 for the first Ethics webinar, which will be put on by Ms. Ware.
 2. Ms. Nguyen discussed the cost for the Access Database-Webmaster cost will be \$5850 to create it and another \$150 per month with the current contract that we now have which is \$6600. Ms. Ceasar suggested we defer item 2 and Ms. Nguyen will report back to the board with the new quote. Mr. Force suggested Ms. Nguyen check with the bar association for help and assistance on their site and webmaster.
 3. Ms. Ceasar is asking for a rule change in having “pre-recorded” approved seminars and Mr. Marcello suggested more guidance on what the (current) language is before making a rule change and defer it to the next meeting.

III. LICENSING

A. C. E. Request-Individual

- 1. Janita Anderson, CR Seminars (10 hrs.) 2021-2022 cycle**
- 2. Mary Ashlyn Ballard, NVRA, (10.5 hrs.) 2021-2022 cycle**
- 3. Mark W. Banta, NCRA (21 hrs.) 2019-2022 cycle**
- 4. Sheri Bertrand, SC School of Court Reporting (10 hrs.) 2021-2022 cycle**
- 5. Marcy Brown, SC School of Court Reporting (10 hrs.) 2021-2022 cycle**
- 6. Carrie Ann Campbell, NCRA, (23.5 hrs.) 2021-2022 cycle**
- 7. Laurie Ann Carlisle, Texdra (5 hrs.) 2021-2022 cycle**
- 8. Zuelen Ceren, AudioScribe (6 hrs.) 2021-2022 cycle**
- 9. Wendy Chamberlain, ESP Network, (15 hrs.) 2021-2022 cycle**
- 10. Margaret Copeland, TCRA (3 hrs.), NCRA (1.25 hrs.) 2021-2022 cycle**
- 11. Zachary Copeland, TCRA (3 hrs.), NCRA (1.25 hrs.) 2021-2022 cycle**
- 12. Michelle Dardeau, Advantage Software, (7.5 hrs.) 2021-2022 cycle-
*Pending***
- 13. Rita Derouen, NCRA (13.5 hrs.) 2021-2022 cycle**
- 14. Laci Doiron, Margie Holds Court, (20 hrs.) 2021-2022 cycle-*Pending***

15. Darlene B. Fontenot, AudioScribe (12 hrs.) 2021-2022 cycle
16. Carrie Ann Hartill, AudioScribe (12 hrs.) 2021-2022 cycle
17. Samantha A. Hutchison, SC School of Court Reporting (10 hrs.) 2021-2022 cycle
18. Debra Amos Isbell, NCRA (25 hrs.) 2021-2022 cycle
19. Tonya Jackson, CR Seminars (10 hrs.) 2021-2022 cycle
20. Angel M. Kane, SC School of Court Reporting (10 hrs.) 2021-2022 cycle
21. Martha Kibler, AudioScribe (12 hrs.) 2021-2022 cycle
22. Mona Landry, CR Seminars (10 hrs.) 2021-2022 cycle
23. Beth R. Liles, Gigatron Software (4 hrs.) 2021-2022 cycle
24. Gia Mangiaracina, Jeff Justice (8 hrs.) 2021-2022 cycle
25. Michael Miller, NCRA (24.25 hrs.) 2021-2022 cycle
26. Shyloa Myers, NCRA (9.5 hrs.) 2021-2022 cycle
27. Shawn O'Conner, AudioScribe (8 hrs.) 2021-2022 cycle
28. Shari Peck, Advantage Software (7 hrs.) 2021-2022 cycle
29. Yolanda Pena, NCRA (16.5 hrs.) 2021-2022 cycle
30. Pepper Robertson, TCRA (3 hrs.) NCRA (1.25 hrs.) 2021-2022 cycle
31. Raegan Roque, Jeff Justice (2 hrs.) 2021-2022 cycle
32. Lindsey G. Roundtree, Jeff Justice (8 hrs.) 2021-2022 cycle
33. Susan Peters, Jeff Justice (4 hrs.) 2021-2022 cycle
34. Christina M. Wallace, Jeff Justice (10 hrs.) 2021-2022 cycle
35. Phyllis J. Waltz, NCRA (17.5 hrs.) 2021-2022 cycle
36. Theresa Wheelis, AudioScribe (12 hrs.) 2021-2022 cycle
37. Amanda Wildey, SC School of Court Reporting (10 hrs.) 2021-2022 cycle
38. Karanda Williams, CaseCATalyst, (8 hrs.) 2021-2022 cycle
39. Alexis

B. Retirement Request

1. Mary Abbott Burkes, December 31, 2022
2. Julie M. Carroum, December 31, 2022
3. Joni Cormier, December 31, 2022
4. Connie S. Ezell, December 31, 2022
5. Michael W. Franco, December 31, 2022
6. Shawna Denise Gauntt-Hicks, December 31, 2022
7. Lana Ann L'Enfant, December 31, 2022
8. Jonna Greenwood, December 31, 2022
9. Elizabeth C. Methvin, December 31, 2022
10. Jolynn Neal, December 31, 2022
11. JoAnne S. Pollard, June 1, 2022
12. Dawn Spahr, December 31, 2022
13. Dianne Stewart, December 31, 2022

- 14. Tara H. Talley, December 31, 2022**
- 15. Theresa Trapani, December 31, 2022**
- 16. Lana G. Wilking, December 31, 2022**

C. Discontinued CDR

- 1. Kelsey Elizabeth Blankenbaker, December 31, 2022**
- 2. Sharon Chenevert, December 31, 2021**
- 3. Megan Kidd LeBlanc, April 8, 2022**
- 4. Yolanda E. McClure, December 31, 2022**
- 5. Margie F. Martin, December 31, 2022**
- 6. Joanne Pollard, June 1, 2022**
- 7. Gwen A. Zaccaria, December 31, 2022**
- 8. Evelyn Gill**

D. Inactive Request

- 1. Cynthia P. Booth, December 14, 2022**
- 2. Leah J. Glass, November 29, 2022**
- 3. Jeanie Smith-Pennison, December 29, 2022**
- 4. Jonah Greenwood**

Ms. Ceasar moved, which was seconded by Ms. McBride to recognize and approve the above referenced request. The motion was passed without opposition.