

THE LOUISIANA BOARD OF EXAMINERS OF
CERTIFIED SHORTHAND REPORTERS

BOARD MEETING MINUTES

Pursuant to notice, the meeting was called to order at 12:26 P.M., May 31st, 2024, 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 Manale

Margaret "Meg" Kramer

Joshua S. Force, CSR Board Attorney

Christian Helmke

Leonard "Lenny" Levenson

Celeste P. Ware

Vickie Nguyen, Administrator

I. PRELIMINARIES

A. Call to Order and welcome - Board Chair

B. Pledge to Allegiance

C. Roll Call - Administrator

D. Approval of Minutes

Deferred until proposed next meeting.

9. CE Summary Access Database-Webmaster

Lori Ceasar explained to the board that all Court Reporters need to be able to log in to their own portal to see what credits they have, when renewals are due, etc. It would save Vickie a lot of time of not having to answer so many emails/questions and phone calls. Mr. David Rigemar demonstrated, using a sample, the features and operation of the software so far. Will send a link to Lori Ceasar to send to all Board Members, if anyone wants to see what their records look like on the software. He made a proposal of \$500 a month subscription with an initial one-year commitment, to include all of the ad hosting, regular backups of the data, and a limited quantity of monthly tech support hours with additional tech support hours billable by the hour. The Board owns of their data.

Date go back to two-year cycle. Lori Ceasar to report back on the next proposed meeting concerning how far date goes back.

Celeste Ware moved, which was seconded by Lori Ceasar, to accept Mr. Rigemar's offer for \$500 a month subscription with a one-year contract in order to be able to go into the Webmaster and get credits. The motion was passed without opposition.

II. COMMITTEE REPORTS

A. FINANCE

1. November-April Financial Reports

Rosa Manale moved, which was seconded by Lori Ceasar, to accept and approve reports. The motion was passed without opposition.

2. November-April Contract Monthly Operating Statements.

Rosa Manale moved, which was seconded by Andrea Davis, to accept and approve operating statements. The motion was passed without opposition.

3. Board Attorney Contract (2024-2025)

1. Outstanding balance owed to the firm is \$99,000-plus. Mr. Force suggested the Board might want to increase the amount of the contract so some of the outstanding can be paid down through the year in addition to whatever additional invoices are submitted.

2. Rosa Manale moved, which was seconded by Lori Ceasar, to accept and approve contract in the amended amount of \$75,000 with the caveat that the verbiage/stylistic terminology is cleaned up thereafter to allow for consistency throughout the contract. Balance to be reported by Josh to the Board in the exact amount. The motion was passed without opposition.

4. Investigative Attorney Contract (2024-2025)

Rosa Manale moved , which was seconded by Lori Ceasar, to accept and approve contract without any changes. The motion was passed without opposition.

5. Accounting Contract (2024-2025)

Ms. Rosa moved, which was seconded by Meg, to accept and approve contract without any changes. The motion was passed without opposition.

THE WAS NO DISCUSSION OR PUBLIC COMMENT

B. LICENSING AND CONTINUING EDUCATION

1. Court Reporter Seals

Leave as is.

- 2. 33rd Annual Nuts and Bolts Seminar-June 2-7, 2024**
- 3. VRLA Webinar- April 20, 2024**
- 4. LCRA Webinar- July 13, 2024**
- 5. Vox Academy Workshops-May 3-4, 2024**
- 6. LCCA Seminar**

Lori Ceasar moved, which was seconded by Rosa Manale to accept and approve above-listed seminars (2-5). The motion was passed without opposition.

7. Fall CCR and CDR Exam Dates

CDR and CCR exam dates would be on August 16th and September 20th respectively. Location for both at Court reporting office, Benson Tower, Wallace.

Lori Ceasar moved, which was seconded by Celeste Ware, to accept and approve the exam dates. The motion was passed without opposition.

THERE WAS NO DISCUSSION OR PUBIC COMMENT

III. LICENSING

A. C. E. Request-Individual

- 1. Carrie Barbazon, CR Seminars (10 hrs.) 2023-2024 cycle**
- 2. Belynda Champagne, Jeff Justice (10 hrs.) 2023-2024 cycle**
- 3. Liza Coe, Eclipse Vox (2 hrs.)2023-2024 cycle**
- 4. Leslie Crochet, Eclipse Vox (2 hrs.)2023-2024 cycle**
- 5. Kalli CUff, CR Seminars (10 hrs.) 2023-2024 cycle**
- 6. Nicola Gengler, CR Seminars (10 hrs.) 2023-2024 cycle**
- 7. Melinda Hebert, NCRA (1.5 hrs.) 2023-2024 cycle**
- 8. Laurie Hendrickson, CR Seminars (10 hrs.) 2023-2024 cycle**
- 9. Courtney Lamb, Eclipse Vox (2hrs.)2023-2024 cycle**
- 10. Kelly E. Parrish, NCRA (3 hrs) 2023-2024 cycle**
- 11. Cena Rustvold, Veritext (1.5 hrs) 2023-2024 cycle**
- 12. Asley S. Schultz, ESP Network (15 hrs.) 2023-2024 cycle**

All pre-approved and in order.

Lori Ceasar moved, which was seconded by Rosa Manale, to accept and approve C.E. request in globo. The motion was passed without opposition.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

B. Retired Request

- 1. Gayle Kees, January 1, 2023**
- 2. Olga K McCluskie, December 31, 2023**

All pre-approved.

Lori Ceasar moved, which was seconded by Andrea Davis, to approve and accept the above-referenced request in globo. The motion was passed without opposition.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

C. Discontinued CDR

- 1. Whitney Leigh Antley, December 31, 2023**
- 2. Bradesha Monet Carter, August 31, 2023**
- 3. Cynthia Grimes, July 1, 2023**
- 4. Mary Hebert, November 30, 2023**
- 5. Paula M. LaFargue, December 31, 2023**
- 6. Sonya Sharoo, February 21, 2023**

Lori Ceasar moved, which was seconded by Rosa Manle, to approve and accept the above-referenced request in globo. The motion passed without opposition.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

D. Reinstatement Request

- 1. Phyllis Waltz, CCR**

Appeared via Zoom and was duly sworn in by Lori Ceasar. She sent in her letter for reinstatement due to suspension as of January 1, 2024. She has sent in her payments, along with late fees. Lori Ceasar moved, which was seconded by Andrea Davis, to approve and accept the reinstatement request. The motion passed without opposition.

- 2. Jill Freeman, CCR**

Appeared via Zoom was duly sworn. Lori Ceasar asked that Ms. Freeman's medical records be taken out due to privacy concerns. Ms. Ceasar moved, which was seconded by Andrea, to approve and accept the reinstatement request upon

payment of renewal fees is \$175 plus \$250 reinstatement fee, and completion of CE credits - one cycle, two years. The motion passed without opposition.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

E. Reciprocal Request

- 1. Brittany Anderson, CCR**
- 2. Keri Joy Boston, CDR**
- 3. Kristy Chaisson-Gondron, CCR**
- 4. Teaya Clark Free, CDR**
- 5. Chiquita Henderson, CCR**
- 6. Emily Simms, CDR**
- 7. Cenerica Smith, CDR**

All approved previously.

Lori Ceasar moved, which was seconded by Celeste Ware, to approve and accept the above-referenced request in globo. The motion passed without opposition.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

V. OLD BUSINESS

A. Acceptance of Live and Pre-recorded Webinars.

Lori Ceasar explained to the board that court reporters should be able to attend a pre-recorded webinar as well as live in order to get their continuing education credits and not be suspended because there are very few live seminars for court reporters to take. Josh Force revised rules allowing for online CEs have been prepared and FEIS submitted to State physical office. Signed FEIS has been received. Rule change to be published in the Louisiana register.

B. Motion to Approve FAQ regarding assignment for firms that have agreements with insurance companies.

Celeste Ware moved, which was seconded by Meg, to approve and accept the FAQ regarding the assignment for firms that have agreements with insurance companies retroactive to January the 13th, 2023.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

IV. HEARINGS ON THE COMPLAINTS/DISCIPLINE

By: Attorney Christian Helmke

D. In the matter of Camacho vs. Verdin

After lengthy discussion in this case, along with evidence presented to the board from Christian Helmke, Lori Ceasar moved, which was seconded by Andrea Davis, to dismiss the complaints against Ms. Verdin in the matter of Camacho vs. Verdin.

The motion was passed without opposition.

C. In the Matter of Poullard vs. LaLonde

After lengthy discussion in this case, along with evidence presented to the board from Christian Helmke, Lori Ceasar moved, which was seconded by Meg Kramer, to dismiss the complaints against Ms. LaLonde in the matter of Poullard vs. LaLonde.

The motion was passed without opposition.

A. In the Matter of Gipson vs. Dust

After lengthy discussion in this case, along with evidence presented from Christian Helmke to the board, Rosa moved, which was seconded by Meg Kramer, to dismiss the complaints against Ms. Dust in the matter of Gipson vs. Dust.

Ms. Gipson stated her objection; requested the information for appeal procedure.

The motion was passed without opposition.

B. In the Matter of Kuziora vs. Kirkpatrick

After lengthy discussion in this case, Lori Ceasar moved, which was seconded by Rosa, to dismiss the complaints against Ms. Kirkpatrick in the matter Kuziora vs. Kirkpatrick.

The motion was passed without opposition.

THERE WAS NO DISCUSSION OR PUBLIC COMMENT

Amber Ericson

Just observing what's happening with the reporters.
All CDRs have all been approved by the Board.

AAERT Testing

Lori Ceasar moved, which was seconded by Rosa Manale, to do away with AAERT reciprocity certifications and have court reporters comply with the CCR and/or CDR test. The motion was passed without opposition.

As it relates notifying the courts of this matter, the Board will wait at this time.

As it relates to emergency rule change, Mr. Josh notes every proposed rule change has to come before the Board for approval before submission.

B. LICENSING AND CONTINUING EDUCATION

1. 6. 2024 CCR and CDR Suspension Hearings

Cheryl Sablish

Has medical emergency. Could not appear. Lori Ceasar moved, which was seconded by Celeste Ware, to approve and accept reinstatement request upon payment of reinstatement fees to the Board. The motion was passed without opposition.

Renee McDowell

Deferred to the next proposed board meeting.

Tammy Claybrook

Deferred to the next proposed board meeting.

Marsha Donnelly

No response. Send additional notices. Deferred to the next proposed board meeting.

Candace Angioresigna (ph)

Gloria Sanders

Katie Vogt

Tricia Gregory

Deferred in globo to next proposed meeting.

Romona Bowlin, CDR

Karyn Keoyn, CDR

Anita Hampton, CDR

Naomi Henry, CDR

Rebecca Liels, CDR

Amber Roark, CDR

Berline Smith, CDR

Deferred in globo to next proposed meeting.

IV. SCHEDULING OF NEXT BOARD MEETING

The next board meeting is scheduled for July 26, 2024

V. PUBLIC COMMENTS

VI. ADJOURNMENT