

LOUISIANA BOARD OF EXAMINERS
OF CERTIFIED SHORTHAND REPORTERS
AGENDA

MEETING OF FRIDAY, MARCH 14, 2014 AT 10:00 A.M.

Best Western Landmark Hotel, 2601 Severn Avenue, Metairie, Louisiana 70002

I. PRELIMINARIES

- A. Call to Order and Welcome – Board Chair
- B. Pledge of Allegiance
- C. Roll Call - Administrator
- D. Approval of Minutes of January 24, 2014

II. HEARINGS-The Board may convene in executive session to discuss matters concerning character or professional competence.

- A. Complaint Dion Young vs. Linda Perot
- B. Complaint Dion Young vs. Luanne Young
- C. Complaint Linda Perot vs. Margaret Copeland
- D. Complaint Luanne Young vs. Margaret Copeland
- E. Complaint Patricia Duke vs. Margaret Copeland

III. COMMITTEE REPORTS

A. FINANCE AND OPERATIONS

- 1. Financial Reports
- 2. Budget

B. LICENSING AND CONTINUING EDUCATION

- 1. Board-sponsored Ethics Continuing Education Programs
- 2. Continuing Education Approvals
- 3. CDR Application, testing and rules

C. COMPLIANCE AND DISCIPLINE

- 1. Possible modification or revision of LAC 46:XXI:1105 (Disclosure at deposition by reporter)
- 2. Written Itemization of Services Offered
- 3. Questions to be asked before accepting deposition assignment

D. RESEARCH AND PLANNING

- 1. Revised Reciprocity Rule

Subcommittee: Ad Hoc Committee to Promote Efficiency in Court Reporting

- 1. Report on Transcript Audit

IV. LICENSING

A. Requests for Reinstatement of License

- 1. Leona Ingle - Possible Executive Session
- 2. Brenda Taquino – Possible Executive Session
- 3. Sueyuan D. Lewis

B. CDR Late Renewal

- 1. Lori Ceasar
- 2. Karen Jenkins

C. CCR Late Renewal

- 1. Mary Abbott Burkes

V. DISCUSSION AND DIRECTION ITEMS

- A. Court Reporter Contract
- B. CPA Contract
- C. Investigative Attorney Contract
- D. Attorney Contract
- E. Committee Appointments
- VI. INFORMATIONAL REPORTS
 - A. Administrator's Report
 - B. Counsel's Report
 - C. Board Member's Roundtable
 - D. Chair's Report
- VII. ADJOURNMENT

DRAFT

MINUTES

MEETING OF FRIDAY, MARCH 14, 2014 at 10:00 A.M.

Pursuant to notice, the meeting was called to order at 10:00 AM at the Best Western Landmark Hotel, 2601 Severn Avenue, Metairie, Louisiana.

Present:

Judge Paul Bonin, Chairman

Suzette M. Magee, CCR, Secretary

May Dunn, CCR

Vincent P. Borrello, Jr., CCR

Milton Donegan, Jr., CCR

Laura Putnam, Attorney

Elizabeth C. Methvin, CCR

David Marcello, Board Attorney

Leonard L. Levenson and Christian Helmke, Investigative Attorney's

Tonya R. Cupp, Administrator

CALL TO ORDER AND PRELIMINARIES

Judge Bonin, Chairman, called the meeting to order. The members and guests recited the Pledge of Allegiance. Ms. Cupp called the roll, all board members, except John Andresson, were in attendance.

The minutes of the previously held meeting were approved upon motion by Milton Donegan and second by Laura Putnam.

Judge Bonin also introduced the newest member to the CSR Board, Elizabeth Methvin who was appointed by the Governor.

Report of the finance committee by May Dunn: Income since last meeting, \$174,261; expenses, \$112,103; with a cash balance of \$322,732.90. Tonya reported on the proposed budget for the next fiscal year. Upon motion by May Dunn and second by Laura Putnam, the budget as proposed was accepted.

Vinny Borrello reported on the Licensing and CE committee. The board-sponsored CE seminar was deferred.

Upon motion by Suzette Magee and second by May Dunn, the in globo offering of approved submittals for CE credits was approved unanimously.

Motion by Vinny Borrello and second by Suzette Magee, the report of the Licensing and CE Committee was accepted.

Milton Donegan reported on Compliance and Discipline and the ongoing work to create a bank of questions to be used before accepting a job. Nothing has been finalized. Upon motion by Vinny Borrello and second by May Dunn, the committee report was accepted.

Laura Putnam reported on Research and Planning committee. The rule regarding Veterans Affairs Act was deferred with Laura to contact the Veterans Affairs office. Upon motion by Milton Donegan and second by Vinny Borrello, the committee report was accepted.

Motion by Suzette Magee and second by Laura Putnam to go into executive session to discuss Leona Ingle's character or professional competency.

(EXECUTIVE SESSION)

Motion by Suzette Magee and second by May Dunn to return to regular session.

Motion by Laura Putnam to allow Leona Ingle to be reinstated upon payment of her past due licensing renewal. Ms. Ingle will still have to bring her CE credits up-to-date before the end of the two-year cycle. Second by Vinny Borrello. Motion carries.

Motion by Suzette Magee and second by Elizabeth Methvin to go into executive session to discuss the character or professional competency of Brenda Taquino.

(EXECUTIVE SESSION)

Motion by Suzette Magee and second by May Dunn to come out of executive session and return to regular session.

Motion by Vinny Borrello that Ms. Taquino's license be placed back on active status and/or reinstated upon payment. Second by Milton Donegan. Motion carries.

In the matter of Sueyuan Lewis, upon motion by Vinny Borrello and second by Suzette Magee, that matter will be deferred until Ms. Lewis makes a new request to appear before the board. Motion carries.

Reinstatement of Lori Ceasar and Karen Jenkins, upon motion by Vinny Borrello and second by Elizabeth Methvin, and unanimous approval, the CDR licenses of Ms. Ceasar and Ms. Jenkins were reinstated.

In the matter of Mary Abbott Burkes, upon motion by Vinny Borrello and second by Suzette Magee, and unanimous approval, the CCR license of Ms. Burkes was reinstated.

Motion by Suzette Magee and second by Elizabeth Methvin to go into executive session to discuss the character and professional competence of Linda Perot, Luanne Young and Margaret Copeland. Motion carries.

(EXECUTIVE SESSION)

Upon motion by Suzette Magee and second by Elizabeth Methvin, the Board entered into a consent agreement in the complaint by Dion Young against Linda Perot. Motion carries.

Upon motion by Laura Putnam and second by May Dunn, the Board entered into a consent agreement in the complaint by Dion Young against Luanne Young. Motion carries.

Upon motion by May Dunn and second by Suzette Magee, the Board entered into a consent agreement in the complaint by Linda Perot and Luanne Young against Margaret Copeland. Motion carries.

The Board entered into a consent order in the matter of the complaint of Patricia Duke against Margaret Copeland. Ms. Copeland entered an admission on the violation of Truth in Advertising Rule governing court reporters as referenced in the Louisiana Revised Statutes as well as the Louisiana Administrative Code. Laura Putnam made a motion that the Board assess a fine in the amount of \$300 in costs for the proceedings, as well as a fine of \$1,000, such fine to be deferred. The motion was revised to include a 30-day timeframe. Discussion on this motion was tabled to give Mr. Young an opportunity to discuss this with his client, Ms. Copeland.

The next four items on the agenda are renewal of contracts. The first contract is with the court reporter to report Board meetings and hearings. Upon motion by Suzette Magee, second by May Dunn and unanimously approved, the contract with Torres was renewed.

The next contract was the CPA contract. Motion by May Dunn and second by Suzette Magee to approve the contract with the CPA firm. Motion carries.

The next contract was the investigative attorney contract. Motion by Milton Donegan, and second by Laura Putnam to accept that contract. Motion carries.

The next contract was the Board attorney contract. Motion by May Dunn, and second by Suzette Magee to accept that contract. Motion carries.

The following committee assignments were made:

FINANCE: May Dunn, Suzette Magee and Elizabeth Methvin.

LICENSING AND CONTINUING EDUCATION: Vinny Borrello, May Dunn and John Andresson.

DISCIPLINARY: Milton Donegan, Laura Putnam, Suzette Magee, Vinny Borrello and John Andresson.

RESEARCH AND PLANNING: Laura Putnam, Milton Donegan, Suzette Magee, John Andresson and Elizabeth Methvin.

Motion regarding the fine to Margaret Copeland by Laura Putnam was taken from the table. Second by Suzette Magee. Motion carries.

The board continued the practice of roundtable discussion wherein David Marcello brought us up-to-date on the Midwest Litigation Services matter, and several proposed legislative issues were discussed.

Motion was made by Suzette Magee to adjourn, second by Laura Putnam. Motion carries. The meeting was concluded at 12:24 p.m.

Secretary

Chair