COURT REPORTERS BOARD
OF CALIFORNIA
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MEETING OF THE BEST PRACTICE POINTERS TASK FORCE

Saturday, April 11, 2015
10:00 a.m. to conclusion

Court Reporters Board
2535 Capitol Oaks Drive, Suite 230
Sacramento, CA 95833

AGENDA

Task Force Members: Davina Hurt, Chair; Diane Freeman; Stacy Gaskill; Melinda Nelson; Rachel Passarella

CALL TO ORDER – Davina Hurt, Chair

ROLL CALL AND ESTABLISHMENT OF A QUORUM

I. WELCOME FROM CHAIR AND INTRODUCTIONS

II. OVERVIEW – Executive Officer

III. TASK FORCE MISSION DISCUSSION – Chair

IV. DEVELOPMENT OF BEST PRACTICE POINTERS DISCUSSION

V. FUTURE MEETING DATES

VI. PUBLIC COMMENT

VII. ADJOURNMENT

Action may be taken on any item on the agenda. All times indicated and the order of business are approximate and subject to change. The meeting may be canceled or the ending time may be shortened without notice. For further information or verification of the meeting, call Paula Bruning at (877) 327-5272, email to paula.bruning@dca.ca.gov, write to Court Reporters Board, 2535 Capitol Oaks Drive, Suite 230, Sacramento, CA 95833, or access the Board's web site at www.courtreportersboard.ca.gov.

In accordance with the Bagley-Keene Open Meeting Act, all meetings of the CRB are open to the public. The CRB intends to webcast this meeting subject to availability of technical resources.

The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting may make a request by contacting Paula Bruning at (877) 327-5272 or emailing paula.bruning@dca.ca.gov or sending a written request to 2535 Capitol Oaks Drive, Suite 230, Sacramento, CA 95833. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation. Requests for further information should be directed to Yvonne Fenner at the same address and telephone number. If any member of the public wants to receive a copy of the supporting documents for the items on the agenda, please contact the Board within 10 days of the meeting. Otherwise, the documents, if any, will be available at the meeting.

The public can participate in the discussion of any item on this agenda. The Board encourages public participation during the meeting, but it requests that public commenters be cognizant of and respect time limits. To better memorialize public comments, staff may request that public commenters state their names and/or the name of the organization they represent, if applicable. However, disclosure is purely voluntary, and public commenters are not required to disclose such information if they choose not to. The public may comment on items not listed on the agenda, however, the Board CANNOT discuss any item not listed on this agenda.