



DEPARTMENT OF CONSUMER AFFAIRS

COURT REPORTERS BOARD

OF CALIFORNIA

2535 Capitol Oaks Drive, Suite 230, Sacramento, CA 95833

Phone (916) 263-3660 / Toll Free: 1-877-327-5272

Fax (916) 263-3664 / www.courtreportersboard.ca.gov**MEETING OF THE COURT REPORTERS BOARD****Wednesday, December 13, 2023
10:00 a.m. to conclusion****PUBLIC TELECONFERENCE MEETING**

Important Notices to the Public: The Court Reporters Board will hold a public meeting via a teleconference platform pursuant to Government Code, section 11133.

INSTRUCTIONS FOR PARTICIPATION: Please see the Webex Instructions posted on the Board's meeting calendar to observe and participate in the meeting using WebEx.

Members of the public may, but are not obligated to, provide their names or personal information when observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make public comment. Participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: XXXXX@mailinator.com.

If Joining by Computer:

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m475820a8d594d9ff38ffbcf7004d4dd5>

Event number: 2481 644 3462

Event passcode: CRB1213

If Joining by Phone:

Audio conference: US Toll 1-415-655-0001

Access code: 2481 644 3462

Event passcode: 2721213

To observe the meeting without making public comment (provided no unforeseen technical difficulties), please visit: thedcapage.blog/webcasts/

Please note the Board may ask members of the public to limit their comments to three minutes, unless, at the discretion of the Board, circumstances require a shorter period; the Board will advise when the three-minute time limit is approaching.



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MEETING OF THE COURT REPORTERS BOARD**Wednesday, December 13, 2023****10:00 a.m. to conclusion****AGENDA**

Board Members: Denise Tugade, Chair; Robin Sunkees, Vice Chair; Laura Brewer; Michael Dodge-Nam; Arteen Mnayan.

Action may be taken on any item on the agenda.

CALL TO ORDER, ROLL CALL AND ESTABLISHMENT OF A QUORUM – Denise Tugade, Chair

1. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA
The Board may not discuss or take any action on any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting (Government Code, §§ 11125, 11125.7, subd. (a)).
2. REVIEW AND POSSIBLE APPROVAL OF SEPTEMBER 1, 2023, MEETING MINUTES
3. DEPARTMENT OF CONSUMER AFFAIRS UPDATE
4. REPORT OF THE EXECUTIVE OFFICER
 - 4.1 CRB Budget Report
 - 4.2 Transcript Reimbursement Fund
 - 4.3 Enforcement Activities
 - 4.4 License Exam
 - 4.5 Technology Modernization
5. LEGISLATION
Discussion and possible action
 - 5.1 [AB 477](#) (Waldron) – Legislative review of state boards-
 - 5.2 [AB 1363](#) (Flora) – Consumer protection.
 - 5.3 [SB 372](#) (Menjivar) – Department of Consumer Affairs: licensee and registrant records: name and gender changes.
 - 5.4 [SB 544](#) (Laird) – Bagley-Keene Open Meeting Act: teleconferencing.
 - 5.5 [SB 662](#) (Rubio) – Courts: court reporters.
 - 5.6 [SB 802](#) (Roth) – Licensing boards: disqualification from licensure: criminal conviction.

The Board may discuss other items of legislation not listed here in sufficient detail to determine whether such items should be on a future Board meeting agenda and/or whether to hold a special meeting of the Board to discuss such items pursuant to Government Code, section 11125.4.

6. REGULATIONS
 - 6.1 Title 16, Sections 2403, 2411, and 2414 – Voice Writers
Update on process.
 - 6.2 Title 16, Sections 2420, 2422, and 2473 – Examination Results & Transcript Format
Update on process.
7. SUNSET REVIEW
Review and approval of final sunset report.
8. 2024-2028 STRATEGIC PLAN
Review and approval of 2024-2028 Strategic Plan.
9. EXPEDITED FEES FOR DEPOSITION TRANSCRIPTS
Discussion and possible action to initiate regulatory or statutory action to codify the Board's position on charging expedite fees for deposition transcripts.
10. LICENSE/CERTIFICATE RECIPROCITY
Update on reciprocity with the Certified Verbatim Reporter certification from the National Verbatim Reporters Association.
11. JUDICIAL COUNCIL REQUEST FOR WORKFORCE SURVEY
Discussion and possible action to administer a workforce survey of court reporters.
12. BEST PRACTICE POINTERS TASK FORCE
Discussion and possible action to appoint a task force to update the current Best Practice Pointers.
13. FUTURE MEETING DATES
Discussion and possible action to schedule future meeting dates.
14. CLOSED SESSION
Pursuant to Government Code, section 11126, subdivision (a)(1), the Board will meet in closed session to conduct the annual evaluation of its executive officer.

ADJOURNMENT

Action may be taken on any item on the agenda. Items may be taken out of order or held over to a subsequent meeting, for convenience, to accommodate speakers, or to maintain a quorum. Meetings are open to the public except when specifically noticed otherwise, in accordance with the Open Meeting Act. Members of the public are not required to submit their name or other information to attend the meeting.

Please note the Board may ask members of the public to limit their comments to three minutes, unless, at the discretion of the Board, circumstances require a shorter period; the Board will advise when the three-minute time limit is approaching.

The meeting is accessible to the physically disabled. To request disability-related accommodations, contact the board using the information listed below. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

To receive a copy of the supporting documents for the items on the agenda, please contact the Board within 10 days of the meeting or visit the Board's Calendar under "Quick Hits" at www.courtreportersboard.ca.gov.

Contact Person: Paula Bruning
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