



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**

Friday, October 17, 2025
11:00 a.m. to close of business

The Court Reporters Board will hold a public meeting in-person and via a WebEx platform.

Buena Vista Branch Library*
300 North Buena Vista Street
Burbank, CA 91505

Important Notices to the Public: The Court Reporters Board will hold a public meeting via a teleconference platform pursuant to Government Code, § [11123.2](#).

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:

Click [here](#) to join the Webex meeting

Webinar number: 2493 203 7825

Webinar password: CRB1017

If Joining by Phone:

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

Access code: 2493 203 7825

Passcode: 2721017

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.

*This meeting is not sponsored by the Burbank Public Library.



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Fax (916) 263-3664 / www.courtreportersboard.ca.gov**MEETING OF THE COURT REPORTERS BOARD****Friday, October 17, 2025**
11:00 a.m. to close of business**AGENDA****Board Members: Denise Tugade, Chair; Michael Dodge-Nam; Heatherlynn Gonzalez; Arteen Mnayan; Alison Saltonstall.****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\(a\)](#)).
2. WELCOME NEW BOARD MEMBERS
3. RESOLUTIONS FOR OUTGOING BOARD MEMBERS
Discussion and possible action to adopt the resolutions.
 - 3.1 Robin Sunkees
 - 3.2 Laura Brewer
4. REVIEW AND POSSIBLE APPROVAL OF MAY 9, 2025, MEETING MINUTES
5. DEPARTMENT OF CONSUMER AFFAIRS UPDATE
6. REPORT OF THE EXECUTIVE OFFICER
 - 6.1 CRB Budget Report
 - 6.2 Transcript Reimbursement Fund
 - 6.3 Enforcement Activities
 - 6.4 License Exam
 - 6.5 Family Violence Appellate Project v. Superior Courts Cal. Supreme Court No. S288176

7. LEGISLATION

Status update for end of legislative year.

7.1 [AB 479](#) (Tangipa) – Criminal procedure: vacatur relief.

7.2 [AB 711](#) (Chen) – Civil Actions: shorthand reporters.

7.3 [AB 742](#) (Elhawary) – Department of Consumer Affairs: licensing: applicants who are descendants of slaves.

7.4 [AB 882](#) (Papan) – Electronic court reporting.

7.5 [AB 1170](#) (Dixon) – Maintenance of the codes.

7.6 [AB 1189](#) (Lackey) – Court reporting: digital reporters and legal transcriptionists.

7.7 [AB 1298](#) (Harabedian) – Department of Consumer Affairs.

7.8 [SB 470](#) (Laird) – Bagley-Keene Open Meeting Act: teleconferencing.

7.9 [SB 806](#) (Dahle) – Department of Consumer Affairs.

7.10 [SB 861](#) (Ashby – Chair) – Committee on Business, Professions and Economic Development. Consumer affairs.

7.11 Consider and vote on proposed legislative initiatives for next legislative session.

7.11.1 Reciprocity with the National Court Reporters Association's RPR Exam

7.11.2 Skills Exam Format Change

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, § [11125.4](#).

8. REGULATIONS

Title 16, Section 2472 – Disciplinary Guidelines Publication Text

Discussion and possible action.

9. COURT REPORTING AND CAPTIONING WEEK FEBRUARY 7-14, 2026

Discussion and possible action on submitting a request to the Governor's Office to declare February 7-14, 2026, Court Reporting and Captioning Week.

10. NEW BOARD LOGO

Discussion and possible action to review new board logo options.

11. COURT REPORTER WORKFORCE DEVELOPMENT AND PIPELINE

Discussion and possible action on court reporting industry workforce.

12. UNPROCTORED SKILLS EXAM TESTING

Discussion and possible action to adopt an unproctored format for the skills portion of the license exam.

13. 2024-2028 STRATEGIC PLAN ACTION PLAN

Update on progress made on strategic plan.

14. ELECTION OF OFFICERS

15. FUTURE MEETING DATES

Discussion and possible action to schedule future meeting dates.

16. **CLOSED SESSION**

16.1 Pursuant to Government Code, § [11126\(c\)\(3\)](#), the Board will convene into closed session as needed to discuss or act on disciplinary matters.

16.2 Pursuant to Government Code, § [11126\(a\)\(1\)](#), 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 more information about the meeting or to request disability-related accommodations or modifications to participate in the meeting, you may 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 at www.courtreportersboard.ca.gov/about-us/meeting-calendar.

Contact Person: Paula Bruning
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