



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, July 12, 2024
9:00 a.m. to conclusion**

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

**Department of Consumer Affairs
HQ1 Hearing Room
1625 North Market Boulevard
Sacramento, CA 95834**

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

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m5aba0bdfbff326315c9ef9a9e5955b92>

Event number: 2496 576 0181

Event passcode: CRB712

If Joining by Phone:

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

Access code: 2496 576 0181

Event passcode: 272712

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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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, July 12, 2024
9:00 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 APRIL 4, 2024, 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 2269](#) (Flora) – Board membership qualifications: public members.
 - 5.2 [AB 2862](#) (Gipson) – Department of Consumer Affairs: African American applicants.
 - 5.3 [AB 3013](#) (Maienschein) – Courts: remote court reporting.
 - 5.4 [AB 3252](#) (Berman. Principal coauthor: Ashby) Shorthand court reporters: sunset: certification.

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
Title 16, Sections 2420, 2422, and 2473 – Examination Results & Transcript Format
Discussion and possible action related to comments received.
7. INFORMAL REVIEW OF SKILLS EXAM BY CRB STAFF
Discussion and possible action.
8. UNPROCTORED SKILLS EXAM
Discussion and possible action.
9. SUNSET REVIEW
Report on status of [AB 3252](#).
10. LICENSE/CERTIFICATE RECIPROCITY
Discussion and possible action on reciprocity with the Certified Verbatim Reporter certification from the National Verbatim Reporters Association.
11. BEST PRACTICE POINTERS TASK FORCE
Review and approval of updates to Best Practice Pointers 1, 2, and 3.
12. 2024-2028 STRATEGIC PLAN
Approval of action plan.
13. ELECTION OF OFFICERS
14. FUTURE MEETING DATES
Discussion and possible action to schedule future meeting dates.

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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