

# STATE OF CONNECTICUT

## STATE BOARD OF EXAMINERS OF SHORTHAND REPORTERS

TEL. NO. (860) 713-6135

-MINUTES-

MAY 20, 2013

The State Board of Examiners of Shorthand Reporters convened May 20, 2013 in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

**Board Members Present:** John Brandon, Chairperson, Shorthand Reporter  
Kate Kowalyshyn, Attorney  
Christine Mannix, Shorthand Reporter  
Patricia Masi, Shorthand Reporter  
William Mangini, Public Member

**Board Members Absent:** None.

**Board Member Vacancy:** One Public Member

**Board Counsel Not Present (as requested):** Jose Rene Martinez, Assistant Attorney General

**Staff Present:**

Robert M. Kuzmich, R.A.	Department of Consumer Protection
Vicky Bullock	Department of Consumer Protection
Richard M. Hurlburt	Department of Consumer Protection

*Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860)-706-1255.*

**Agency Website:** [www.ct.gov/dcp](http://www.ct.gov/dcp)

**Division E-Mail:** [dcpoccupationalprofessional@ct.gov](mailto:dcpoccupationalprofessional@ct.gov)

Chairperson Brandon called the meeting to order at 8:33 a.m. Mr. Brandon reminded the Board that by statute, the Board must meet a minimum of four times per year. Even though we may lack agenda items, we must come together as a group to satisfy the requirement.

### **MINUTES OF PREVIOUS MEETINGS**

The minutes from the November 26, 2012 meeting were reviewed. Attorney Kowalyshyn made a motion to accept the minutes, Patricia Masi seconded, and all were in favor.

### **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

No one scheduled before the Board today. In addition, there were no additional requests from anyone present at today's meeting.

### **APPLICATIONS**

None before the Board today.

### **CORRESPONDENCE**

None before the Board today.

### **OLD BUSINESS**

No items were discussed.

### **NEW BUSINESS**

#### **1. Training for Shorthand Reporters; for discussion by the Board.**

Mr. Brandon asked Christine if the State Association has anything to do with the court reporting schooling program at New Horizons. Christine reported that the State Association does not.

#### **2. Any correspondence and/or business received in the interim.**

No items were received.

### 3. Miscellaneous.

Mr. Kuzmich asked for a definition of “real time” reporting. Mr. Brandon described what the process is and how it works.

Mr. Kuzmich asked for a clarification of the new application process. Mr. Brandon said that as long as the Board has existed (15 years), the process has remained unchanged. New applications that come in complete, with verification of payment, will be approved. If an application comes in with everything not in order will be discussed at the Board meeting.

### **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

No one scheduled before the Board today. In addition, there were no additional requests from anyone present at today’s meeting.

Chairperson Brandon asked if there was any more business to be conducted and, there being none, adjourned the meeting at 8:46 a.m.

Respectfully submitted,

John C. Brandon  
Chairperson

The next regular meeting of the State Board of Examiners of Shorthand Reporters is scheduled for **Monday, August 26, 2013 at 8:30 a.m.; State Office Building; Room 117; 165 Capitol Avenue, Hartford, Connecticut.**