

IDAHO CERTIFIED SHORTHAND REPORTERS BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 2/1/2012

BOARD MEMBERS PRESENT: Susan G. Gambée - Chair
Susan P. Israel
Byrl Cinnamon
G. Richard Bevan
Michael F. Peacock

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Maurie Ellsworth, Legal Counsel
Carrie Gilstrap, Technical Records Specialist II

The meeting was called to order at 8:00 AM MST by Susan G. Gambée.

APPROVAL OF MINUTES

A motion was made by Judge Bevan to approve the minutes of 12/10/2010 as written. Seconded by Mr. Cinnamon, motion carried.

LEGISLATIVE REPORT

Ms. Cory presented the legislative report to the members of the Board. She stated the Board did not have any proposals this year.

FINANCIAL REPORT

Ms. Hall presented the financial report to the members of the Board. The cash balance as of 1/31/2012 is \$29,251.22.

FY 2012 CONTRACT RENEWAL

Ms. Hall presented the FY 2012 contract renewal to the members of the Board. A motion was made by Ms. Israel to approve the contract and authorize the Chair to sign on behalf of the Board. Seconded by Mr. Cinnamon, motion carried.

OLD BUSINESS

DISCUSSION RE: THE STATE VS NATIONAL EXAM

The Board discussed the state exam and the cost of purchasing a new one. The Board asked Ms. Gilstrap to contact the other noted states and inquire about the

exams used. She will also contact the Board's previous secretary to inquire about exams that have been purchased in the past.

Mr. Cinnamon and Ms. Israel will serve on a sub-committee for Ms. Gilstrap to report to once the requested information is obtained.

The Board discussed the transfer of passing scores for the national exam. The Board stated an individual must pass either the state exam or one of the approved national examinations but, may not use a combination of both for obtaining a certification.

The Board also discussed the dates scheduled for the national exam in relation to the state exam. A motion was made by Mr. Cinnamon to move the state examination to the third Saturday in the months of March and September effective September, 2012. Seconded by Ms. Israel, motion carried.

NEW BUSINESS

ATTENDANCE TO FEBRUARY 18, 2012 STATE EXAM

To date, three applicants are scheduled to take the exam. Ms. Gambée, Ms. Israel, and Ms. Gilstrap will be in attendance.

BOARD ELECTIONS AS PER I.C. 54-3106

A motion was made by Ms. Israel to re-elect Ms. Gambée as Board Chair. Seconded by Mr. Cinnamon, motion carried. A motion was made by Mr. Cinnamon to re-elect Ms. Israel as Vice Chair. Seconded by Judge Bevan, motion carried.

ADJOURNMENT

A motion was made by Mr. Cinnamon to adjourn the meeting at 8:43 AM. Seconded by Judge Bevan, motion carried.

Susan G. Gambée, Chair

Susan P. Israel

Byrl Cinnamon

G. Richard Bevan

Michael F. Peacock

Tana Cory, Bureau Chief