

**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 2/9/2017**

**BOARD MEMBERS PRESENT:** Susan P Israel - Chair  
Byrl Cinnamon  
Darren B Simpson  
Susan G Gambee

**BOARD MEMBERS ABSENT:** Michael F Peacock

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Maurie Ellsworth, General Counsel

The meeting was called to order at 8:00 AM MST by Susan P Israel.

**AGENDA**

Mr. Cinnamon made a motion to approve the agenda as amended. It was seconded by Judge Simpson. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that the Board does not have any proposed laws or rule changes for the 2017 Legislative Session. She said that proposed law changes are due to the Governor's Office by August 1, 2017 and proposed rule changes are due to the Governor's Office by the third week in August for the 2018 Legislature.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$27,852.43 as of 1/31/17.

**FY 2017 CONTRACT**

Ms. Hall reviewed the FY 2017 contract with the Board. Judge Simpson made a motion to approve the contract and authorize the Chair to sign. It was seconded by Ms. Gambee. Motion carried.

**OLD BUSINESS**

To Do List – The Board reviewed the to do list.

## **EXECUTIVE SESSION**

Judge Simpson made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Cinnamon. The vote was: Ms. Gambee, aye; Mr. Cinnamon, aye; Judge Simpson, aye; and Ms. Israel, aye. Motion carried.

Mr. Cinnamon made a motion to come out of executive session. It was seconded by Ms. Gambee. The vote was: Ms. Gambee, aye; Mr. Cinnamon, aye; Judge Simpson, aye; and Ms. Israel, aye. Motion carried.

## **CORRESPONDENCE**

The Board reviewed correspondence from Kim Hannan regarding the extension of a temporary permit. Judge Simpson made a motion to deny the request for an extension of the temporary permit pursuant to Idaho Code 54-3109 and Rule 400.02. It was seconded by Mr. Cinnamon. Motion carried.

The Board reviewed correspondence from Karina Hall regarding the extension of an expired temporary permit. Judge Simpson made a motion to deny the request to extend the expired permit pursuant to Idaho Code 54-3109 and Rule 400.02. It was seconded by Mr. Cinnamon. Motion carried.

## **ELECTION OF OFFICERS**

Ms. Gambee made a motion to elect Mr. Cinnamon as the Chairman for the Board. It was seconded by Judge Simpson. Motion carried.

Mr. Cinnamon made a motion to elect Ms. Gambee as the Vice-Chairman for the Board. It was seconded by Judge Simpson. Motion carried.

## **ADJOURNMENT**

Mr. Cinnamon made a motion to adjourn the meeting at 8:36 A.M. It was seconded by Judge Simpson. Motion carried.

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Susan P Israel, Chair

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Byrl Cinnamon

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Michael F Peacock

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Darren B Simpson

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Susan G Gambee

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Tana Cory, Bureau Chief