

**SPECIAL MEETING**

**MINUTES**

**STATE BOARD OF EXAMINERS OF SHORTHAND REPORTERS**

**MAY 5, 2010**

The “**Special Meeting**” of the State Board of Examiners of Shorthand Reporters convened May 5, 2010 at 9:12 a.m. in Room-117 at the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Board Members Present:           John Brandon, Chairperson, Shorthand Reporter  
  Patricia Masi, Shorthand Reporter  
  Walter Rochow, Shorthand Reporter

Board Members Absent:           Joseph N. DeFilippo, Attorney  
  William Mangini, Public Member  
  Cheryl Stern, Public Member

Board Counsel Present:           Jose Rene Martinez

DCP Staff Present:               Nelson Leon

Public Present:                    Rose Yancey  
  Tracy L. Gow  
  Les Seligson

**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:** [occprotrades@ct.gov](mailto:occprotrades@ct.gov)

Chairman Brandon called the meeting to order at 9:12 a.m. The minutes from the January 27, 2010 meeting were reviewed. Chairman Brandon made a motion to accept the minutes. It was seconded by Mr. Rochow. The motion was carried with Ms. Masi abstaining.

Chairman Brandon brought up that the Briarwood program was ending and we should not allow court reporting training in Connecticut to disappear. He suggested an outreach to St. Joseph's college, which at one point was interested in having a program.

Ms. Gow, the Chief Examiner for CCRA/NCRA testing asked what the process was for filing a complaint. Mr. Leon responded that the complaint form is available on the Department of Consumer Protection Trades Division website. Anyone can make a complaint. Attorney Martinez stated that the statutes are geared toward, after licensing, the Department of Consumer Protection would conduct an investigation of the complaint and offer recommendations and guidelines. Ms. Gow expressed concern that CCRA administers the test, and if someone ignores the rules regarding the test and/or cheats, could they be banned from taking the test.

Ms. Masi asked if an ADA accommodation request was made, who would determine if the accommodation would be made. Chairperson Brandon will write a letter to Vicki to find out. He stated, however, that an ADA accommodation does not give a test candidate an advantage, but levels the playing field.

Ms. Gow expressed concern that since Briarwood/Lincoln College would be closing their court reporting program, there would not be a facility available for testing. Chairperson Brandon said his new office may be able to be used as a test site. She also asked who would be responsible for the costs for testing. Although CCRA gives the test, the State requires it, and CCRA should not have to bear any expenses. Chairperson Brandon will research that.

Chairperson Brandon thanked Ms. Gow for administering the test and her service to the whole profession, thanked Mr. Seligson for his five years of service as president of CCRA, and Cherly Poehls for her dedication to training and mentoring students. Mr. Seligson thanked the chairperson for his kind remarks.

Mr. Seligson asked that the next meeting agenda include a report on the status of a complaint made by Dolores Falzarano and that the Department of Consumer Protection investigator be present.

Chairperson Brandon brought up the issue of Attorney DeFilippo's lack of attendance at meetings and his unwillingness to resign. Attorney Martinez, citing 21a-7(6), stated that the appointing authority could replace him and a resignation was not required. Chairperson Brandon made a motion that Mr. DeFilippo no longer be a member of the board. The motion was seconded by Mr. Rochow, and all were in favor. Attorney Kate Kowalyszyn has submitted a letter to the Governor for appointment to the Board.

Chairperson Brandon inquired if there was any further business to be conducted, and there being none, adjourned the meeting at 9:55 a.m.

Respectfully submitted,

John C. Brandon  
Chairperson

**The next meeting of this Board is scheduled for Wednesday, June 23, 2010 at 8:15 a.m. in Room-126**