

Official ABCR Meeting Minutes

January 13, 2012

The Alabama Board of Court Reporting met on Friday, January 13, 2012, in Montgomery at the Board office for the purpose of conducting Board business. Those present were as follows: Sabrina Lewis, Chair; Judge Aubrey Ford, Vice Chair; Lois Robinson, Secretary; Tammy August, and Suzanne Frazier, Member. Not present were Bill Dawson, Member; and Kent Garrett, Member. Also present were Paula Scout McCaleb, Executive Director; Bettie Carmack, Assistant Attorney General; and Brandy L. Isenhour, Operations Manager and serving as Recording Secretary.

The meeting was called to order at 10:03 a.m. with a quorum present in the following: Sabrina Lewis, Judge Aubrey Ford, Lois Robinson, Tammy August, and Suzanne Frazier.

This meeting was advertised on the Secretary of State's web site and the Board web site, in accordance with the Open Meetings Act.

Suzanne Frazier made a motion to approve the Minutes from November 18, 2011, as presented. The motion was seconded by Judge Ford and unanimously approved by the Board

Judge Ford made a motion to accept the proposed forms for Inactive Status and Restoration of License as presented. The motion was seconded by Lois Robinson and was unanimously approved by the Board. Board.

At 11:00 a.m. Judge Ford made a motion that the Board go into Executive Session to consider the general reputation and character, physical condition, professional competence, and mental health of an, in accordance with Section VII(1) of the Open Meetings Act. The motion was seconded by Tammy August and was unanimously approved by the Board. The Board Chair stated, The Board will reconvene at the conclusion of the Executive Session, which should be in approximately 15 minutes.

The Board returned from Executive session at 12:05p.m.

Suzanne Frazier made a motion to nominate Judge Aubrey Ford Jr. as Chair. The motion was seconded by Tammy August and unanimously passed by the Board.

Suzanne Frazier made a motion to nominate Sabrina Lewis as Vice Chair. The motion was seconded by Tammy August and was unanimously approved by the Board.

Suzanne Frazier made a motion to nominate Lois Robinson as Secretary. The motion was seconded by Judge Ford and was unanimously approved by the Board.

Judge Ford made a motion to adopt the proposed Administrative Contract as amended. The motion was seconded by Tammy August and was unanimously approved by the Board.

Lois Robinson made a motion to adopt the proposed Renewal Policy for 2012 as follows:

1. October 1st - Cease and Desist Letters will go out;
2. October 15th - Employers will be notified
3. November 1st - Advertisement of non-renewals
4. November 15th - Injunctions filed

The motion was seconded by Tammy August and was unanimously approved by the Board.

Judge Ford made a motion to reduce the grace period that License has to renew from six months to 60 days in proposed Legislation. The motion was seconded by Tammy August and was unanimously approved by the Board.

The time being 2:25 p.m. and there being no further Board business, the meeting was adjourned. The Chair announced that the next meeting of the Board was scheduled for July 13, 2012

Respectfully submitted,

Judge Aubrey Ford, Jr., Chair

Sabrina Lewis, Vice-Chair

Paula McCaleb, Executive Director

Brandy L. Isenhour, Operations Manager, Serving as Recording Secretary