

STATE OF NEVADA

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DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE CERTIFIED COURT REPORTERS BOARD

OPEN MEETING MINUTES

Date: Monday, September 28, 2026
Start Time: 5:35 pm
End Time: 6:34 pm

Location: Virtual Meeting via Zoom

Present Via Zoom: Heidi Konsten Linda Shaw Kevin Diamond Salli Phillips
Angela Campagna Kimberly Farkas Lori Judd

ITEM #1: Meeting Called to Order and Board Member Roll Call:

Without motion, Heidi Konsten called the meeting to order at 5:35 pm and confirmed that there are no offering points for this meeting. Heidi also introduced the newly hired Executive Secretary, Melody Yurasek.

Board Members:

Heidi Konsten	Present
Linda Shaw	Present
Kevin Diamond	Present
Salli Phillips	Present
Angela Campagna	Present

ITEM #2: Public Comments: No public or written comments.

ITEM #3: Approve the Agenda:

Motion by Linda Shaw to approve the agenda. Motion was seconded by Angela Campagna, all in favor, motion moves forward.

ITEM #4: Approve Meeting Minutes:

Motion by Linda Shaw to approve August 12, 2026, Adoption Hearing and Open Meeting minutes. Motion was seconded by Salli Phillips, all in favor, motion moves forward.

ITEM #5: Discussion to Review and Approve Nevada Court Reporter Association Program to earn Nevada Law Continuing Education Credits at the October 2026 Convention:

Kimberly Farkas announced the annual convention on October 16 – 18, 2026, in Lake Tahoe. She noted that there would be no exam offered at the convention. She stated that they are offering one (1) Nevada Law credit at this convention and will present a 1-hour seminar provided by Lori Judd and Kimberly Farkas. It is a PowerPoint presentation focusing on best practices on five topics. The ladies are hoping to get through all five topics within the hour. Kim stated that the topic/statute will be placed on the screen and discussions will be about the history and the why behind the statute, the best practices when it relates to that statute, and how to apply it in your day-to-day practice. One topic for discussion is the read and sign statute language that seems to be a major point as it appears to be a lot of confusion for many CCRs. They also plan to discuss NAC 656A, both these items some CCRs may not know exist. They plan to discuss the NVCCR number on all transcripts and correspondence including the firm numbers. They will also discuss typos in the case caption as they believe that many CCRs probably don't realize that you're not supposed to edit if there is a typo in the case caption into the transcript, you're not supposed to fix it. They plan to discuss AI as it is not currently in our statutes, but it is a hot topic. It needs to be discussed. Discussions on how this will probably work around how reporters should deal with this, i.e., get out of Zoom, and someone's wanting to use AI – what is the best way to handle that or the best way to handle if you show up to a deposition and a digital is also there. Kim stated that these topics will probably evolve and that they do have extra topics and assume these topics will take upwards of one hour. Kevin asked if there were plans to discuss potential changes and Kim stated that they plan to keep it to what it states now. She is sure that there will be discussion on future changes but not during this Nevada Law Credit seminar. Lori stated they are anticipating questions and interest in the topics that they plan to present and there may be plans for a "part-two presentation" later; and will present questions to the Board for approval if part two is scheduled. If we are asked about the legislation, they plan to advise the attendees to stay. Lori encouraged anyone that wants to get involved to please do so. Linda Shaw made a motion to approve the Nevada credit, and Angela seconded the motion.

ITEM #6: Discussion Review Executive Order 2026-003 for Review of Existing Regulations by Executive Branch Agencies, Departments, Boards and Commissions:

Heidi read from an email compiled by a former executive secretary stating that the Board did not complete a full review of NAC 656 in 2023. The Board submitted it to LCB for drafting but tabled it due to SB 191. In 2025, both Kevin and Bill reviewed the LCB file R044 to see if further amendments were needed as the Board had passed other regs during this period. Kevin responded that nothing had been accomplished. Now, the current EO is requesting the same review and since we haven't completed the first review, Heidi suggested we utilize R044 to save time or she proposed that the Board start from scratch. She stated that we need to select a date to hold an open meeting to collect comments from the licensees before October 29, 2026. Further discussion continued with suggestions for using R044 as the report is due to the governor by December 31, 2026. After further discussion, Kevin and Heidi suggested that a date be scheduled in October to request comments and that we would meet at same time to ratify test results. Meeting will be scheduled after the October 16th exam. Kevin stated that we will be submitting information to the governor showing that we are trying to streamline. This subject will be on the agenda for public comment and reflect that the requirement for stake holder's meeting was met. Kevin stated that once the meeting has been held, we will not have to wait until December 31, 2026, deadline and will move forward with submitting redlines to

the governor, along with any other requirement his office may have. Heidi reported that the Board will plan to notify stakeholders of the upcoming meeting in October and attach the LCB R044 redlines for anyone that wants to review them and then open the meeting for public comment. Melody will reach out to another Board to ensure that we are able to attach documents to the agenda notice or ask for suggestions on how to best notify our stakeholders with this information. Without motion, the discussion ended. No further comments.

ITEM #7: Discussion to Hire a Bookkeeper or Accountant for the Board:

Heidi Konsten presented information and suggestions by former executive secretary for the Board to retain a bookkeeper or accountant to review two discrepancies that have yet to be resolved. Kevin volunteered to research options to find someone that we may be able to use. Kevin also asked if the Board has available funds to pay for these services and if we are looking for someone that will donate their time to this issue. An annual report and fixing a couple of discrepancies is required. Heidi noted that there is a small opportunity for funding that has been included in the budget. It should be noted an annual balance sheet report is due December 1, 2026, and the two unresolved discrepancies need to be addressed. Heidi will provide additional information. The Board may need to request an extension to the December 1st deadline. This topic will be added to the October agenda. Without motion, the discussion ended. No further comments.

ITEM #8: Discussion to Determine Best Course of Action Resulting from Outstanding Balances from May and June 2026 941 Federal Taxes:

Heidi Konsten discussed a former employee that paid herself and failed to take out federal taxes. Heidi provided two options: 1) we could move to collect the \$377 from the former employee or pay it to the IRS; or 2) the Board can pay the difference and make adjustments to payroll and federal taxes. A decision is required as second quarter 941 fees need to be paid. Linda Shaw stated that she has funding to pay \$377 now. Kevin asked if the Board is not moving to collect the money from the former employee. Linda stated she will pay \$377 and collect the money from the former employee to resolve issue immediately. Linda stated she will send the money to Melody Yurasek to be deposited. A Motion by Kevin was made that Linda Shaw pay \$377 for unpaid federal taxes. Motion was seconded by Angela, all in favor, motion moves forward.

ITEM #9: Discussion to Update Signatories on Nevada State Bank financial accounts:

Heidi reported that plans are to remove Heidi Konsten and William LaBorde from the signatories and add Angela Campagna as a current signatory on the accounts. A Motion to remove Heidi and Bill and add Angela was made by Linda and seconded by Kevin, all in favor, motion moves forward.

ITEM #10: Discussion to Remove Deborah Uehara from the Nevada State Bank (NSB) credit card and add new Executive Secretary, Melody Yurasek to the NSB credit card:

NSB requested that former executive secretary be removed from account and new employee be issued a new credit card. Linda Shaw motioned to remove Deborah Uehara from the NSB credit card and add Melody Yurasek to the NSB credit card; motion was seconded by Salli, all in favor, motion carried.

ITEM #11: Discussion to Confirm a new Email platform and the purchase of Adobe Acrobat:

Melody Yurasek provided information and suggestions for setting up new email accounts using Outlook through the State platform and provided information on getting Office365 with potential for the Board to save money utilizing the State IT platform. Currently, the NVCCR email accounts are linked to a private email account belonging to the former executive secretary. Melody has requested information from the State to assist us in getting new accounts. She also requested that the Board consider purchasing Adobe Acrobat at the cost of approximately \$20/month for use in creating on-line fillable forms, scanning documents, etc. The Board tabled these two items for the next open meeting agenda. After hearing the Boards need of the Adobe software, Kimberly Farkas offered to donate an Adobe Acrobat license to the Board; she currently owns five licenses. Kevin stated that he will investigate how we can utilize this license and not have issues from the governor's office on our use of it. Kim also volunteered to get quotes for a bookkeeper to assist us. Items were tabled to be placed on next open meeting agenda.

ITEM #12: Discussion to Confirm the 2027 Exam Dates:

Melody Yurasek provided the 2027 Exam Dates. The exam slated for October 16, 2026, has five people registered and one firm registered. Heidi requested a volunteer to assist Melody on the date of the exam. Lori Judd volunteered to assist Melody on the exam date. Kevin motioned to approve the 2027 Exam dates; and Linda Shaw seconded the motion; all in favor, the motion carried.

ITEM #13: Discussion to Appoint New Chair and Vice Chair:

After discussion, Linda Shaw agreed to be the new Chair and Angela Campagna agreed to be the new Vice Chair effective November 1, 2027. Heidi confirmed she will be available to assist the new Chair and Vice Chair. Kevin motioned to approve the new Chair and Vice Chair; and Salli seconded the motion; all in favor, the motion carried.

Item #14: Public Comments: No public comments.

ITEM #15: Next Open Meeting and Agenda Items:

The next open meeting and agenda items will be determined at a later date.

Adjournment:

Motion by Linda Shaw to adjourn the meeting. Motion was seconded by Angela Campagna, all in favor, meeting was adjourned at 6:34pm.