

STATE OF NEVADA

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*Executive Secretary*

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

OPEN MEETING MINUTES

Date: Monday, November 17, 2025  
Start Time: 5:30pm  
End Time: 6:48pm

Location: Virtual Meeting via Zoom

|                   |                  |                   |                 |                 |
|-------------------|------------------|-------------------|-----------------|-----------------|
| Present Via Zoom: | Heidi Konsten    | William LaBorde   | Kevin Diamond   | Linda Shaw      |
|                   | Salli Phillips   | Debbie Uehara     | Allison Adams   | Becky Parker    |
|                   | Cameo Kayser     | Carolyn Harkins   | Chance Lyn      | Cheryl Gardner  |
|                   | Christa Broka    | Clara Casey       | Daisy Cortez    | Deirdre Rand    |
|                   | Donna DeLaVina   | E-Depositions     | Francis Arenas  | Gina DiLuzio    |
|                   | Grace DiBernardo | Helen Zamba       | Jocelyn Galvan  | Jualita Stewart |
|                   | Julie Filiberti  | Karen Christensen | Kathy DiLorenzo | Kim Waldie      |
|                   | Kimberly Farkas  | Lori Judd         | Lynn Stubbs     | Matthew Spievak |
|                   | Mia O'Sullivan   | Noel McKirgan     | Pamela Manning  | Peggy Elias     |
|                   | Rhonda Aquilina  | Robert Balian     | Sharon Bradley  | Susan Kiger     |
|                   | Susan Naylor     | Suzie Stone       | Vanessa Lopez   | Vickie Larsen   |
|                   | Victoria Boyd    | William LaBorde   | Yolanda Henry   |                 |

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

Without motion, Heidi Konsten called the meeting to order at 5:30pm.

Board Members:

|                 |         |
|-----------------|---------|
| Heidi Konsten   | Present |
| William LaBorde | Present |
| Kevin Diamond   | Present |
| Linda Shaw      | Present |
| Salli Phillips  | Present |

ITEM #2: **Public Comments:** No public comments.

ITEM #3: **Approval of the Agenda:**

Motion by Linda Shaw: That the Board approves the meeting agenda in its entirety.  
Motion seconded by William LaBorde, all in favor, motion moves forward.

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**ITEM #4: Approve Meeting Minutes:**

Motion by Linda Shaw: That the Board approves the following meeting minutes in its entirety:

- August 12, 2025 Open Meeting
- September 9, 2025 Legislative Regulations Committee Meeting
- October 30, 2025 Closed Meeting

Motion seconded by William LaBorde, all in favor, motion moves forward.

**ITEM #5: Ratify the October 24, 2025 Test Results:** Debbie Uehara reported 3 applicants registered for the certification exam. 2 applicants appeared for the exam and 1 applicant transferred her application to a 2026 exam date. After grading each exam at the October 30, closed meeting, it was confirmed that 2 applicants passed the exam with 52 errors or less. No further comments.

Motion by Linda Shaw: That the Board ratify the test results from the October 24, 2025 certification exam. Motion seconded by William LaBorde, all in favor, motion moves forward.

**ITEM #6: Appointment of a Chair and Vice Chair to the Board:**

Motion by William LaBorde: That pursuant to NRS 656.080(1), the Board will appoint Heidi Konsten as the Chair and Linda Shaw will serve as the Vice Chair. Motion seconded by Kevin Diamond, all in favor, motion moves forward.

**ITEM #7: Victoria Boyd, CCR #828 Seeking to Waive Her Suspension:** Victoria Boyd, CCR #828 appeared before the Board, seeking to waive her suspension and request a refund for the difference of fees for \$125.00. Ms. Boyd admitted to submitting the wrong form and payment; she submitted an active status renewal form, along with a payment of \$250.00. Her submission was received by the Board on June 30, 2025. Her intent was to apply for inactive status and the fee is \$125.00. Subsequently her certificate was placed on suspension for her failure to submit continuing education credits by June 30<sup>th</sup> as required for active certificate holders. Prior to the open meeting, the Executive Secretary suggested to Ms. Boyd to reinstate her certificate using the extra \$125 to cover the reinstatement fee and using the remaining \$125 to apply for inactive. Ms. Boyd did not take action on this suggestion. It is the duty of the court reporter to submit the correct form and payment by deadline. Heidi Konsten stated the Board did not have the authority to waive a suspension. Ms. Konsten experienced a similar situation when her renewal form and payment was lost and she was issued a suspension and was required to reinstate her certificate. No further comments.

Motion by William LaBorde: That the Board will not waive Victoria Boyd, CCR #828 suspension or provide a refund \$125. Ms. Boyd may elect to use the \$125 towards her reinstatement. Motion seconded by Heidi Konsten, all in favor, motion moves forward.

**ITEM #8: SB 191 Relating to Certain Fees Applicable to Court Reporters and Firms:** William LaBorde presented proposed language relating to fees resulting from Senate Bill 191. A copy of the language is attached and will be kept on file. No further comments.

Motion by Kevin Diamond: That the Board approves the proposed language and it will be submitted to LCB for drafting. Motion seconded by Linda Shaw, all in favor, motion moves forward.

**ITEM #9: Proposed Language to Require Court Reporters to State Their CCR and Firm Identification:** William LaBorde presented proposed language requiring court reporters to state on the record, their name, CCR number, name of the firm they are working for, the firm's license number and business address and whether all parties agree to waive reporter statements required pursuant to NRCR or FRCR 30(b)(5)(A) and (C). A copy is attached and will be kept on file. No further comments.

Motion by Kevin Diamond: That the Board approves the language with a change to subsection 3; change "3" to "4" and submit to LCB for drafting. Motion seconded by Linda Shaw, all in favor, motion moves forward.

**ITEM #10: Proposed Language for a Certificate of Endorsement:** William LaBorde presented proposed language for a certificate of endorsement. A correction was made to the definition, the authority was changed to "NRS 656.510". A copy of the proposed language is attached and will be kept on file.

Motion by Kevin Diamond: That the Board approves the language and submit to LCB for drafting. Motion seconded by Linda Shaw, all in favor, motion moves forward.

**ITEM #11: Proposal to Amend the Notice of Taking a Deposition:**  
Without motion, this matter will be moved to a future open meeting for further discussion.

**ITEM #12: Proposal to Waive the Grace Period for a Court Reporter's Renewal:** William LaBorde suggested the Board remove the 45-day grace period to renew a court reporter's certificate. Since there is no penalty for late submissions, most reporters submit their renewal form and payment long after the May 15<sup>th</sup> deadline and utilized the grace period deadline of June 30<sup>th</sup>. The renewal process would be more efficient by removing the grace period and utilizing the statutory deadline of May 15<sup>th</sup>. No further comments.

Motion by Linda Shaw: That the Board remove the 45-day grace period to renew a court reporter's certificate and adhere to the statutory deadline of May 15<sup>th</sup> each year. Motion seconded by William LaBorde, all in favor, motion moves forward.

**ITEM #13:** **Receipt for License and Certificate Renewal Sent Via Email:** William LaBorde suggested the Board's office send electronic confirmations for license and certificate renewals as a cost saving measure. No further comments.

Motion by William LaBorde: That the Board will send an electronic renewal confirmation to license and certificate holders as a cost saving measure. Motion seconded by Kevin Diamond, all in favor, motion moves forward.

**ITEM #14:** **NRCP Rule 30(5)(A) and (C) Read On:**  
Without motion, this matter was moved to a future open meeting for further discussion.

**ITEM #15:** **Fee Charge to Earn a Nevada Law CEU:** Kim Farkas suggested creating a program to earn 1 Nevada law credit by personal attendance at designated Board meetings. Applicants must register and pay \$50 for the program. The payment must be made telephonically to the Board's office to expedite the process. Upon receipt of payment, the applicant will receive 2 questions derived from the meeting and will have 5 days after the meeting to answer the 2 questions correctly to earn the credit. If they fail to answer correctly, the applicant will not receive a refund or the credit. No further comments.

Motion by Linda Shaw: That the Board approves the program and will charge \$50 to participate in the program. Motion seconded by William LaBorde, all in favor, motion moves forward.

**ITEM #16:** **New Lease for Board's Office:** Debbie Uehara presented 3 options for a new office lease. The best option is to renew the lease at the current location. No further comments. A copy of the options is attached and will be kept on file.

Motion by William LaBorde: That the Board will renew the office lease for 3 years at its current location. Motion seconded by Linda Shaw, all in favor, motion moves forward.

**ITEM #17:** **2026 Exam Dates:** Debbie Uehara presented the 2026 exam dates. No further comments. A copy is attached and will be kept on file.

Motion by Linda Shaw: That the Board approves the 2026 exam dates. Motion seconded by William LaBorde, all in favor, motion moves forward.

**ITEM #18:** **Executive Secretary's Report:** Debbie Uehara asked the Board to move her archive proposal to the next open meeting.

**ITEM #19:** **Public Comments:** No public comments.

**ITEM #20:** **Next Open Meeting Date and Agenda Items:** The meeting date and other agenda items will be determined at a later date. No further comments.

Adjournment: Motion by Linda Shaw to adjourn the meeting. Motion seconded by William LaBorde. All in favor, meeting adjourned at 6:48pm.