

Illinois Department of Financial and Professional Regulation
Division of Professional Regulation
Illinois Certified Shorthand Reporters Board Meeting
OPEN SESSION
March 4, 2016

Time: 1:00 p.m. Adjourn: 2:18 p.m. (Bartkowicz/Radavich)

Location: IDFPR Chicago office, 100 W. Randolph Street, 9th floor, Room 171 A

Board Members Present: Carole Bartkowicz, Member
 Melissa Clagg, Member (Chairperson)
 Bernice E Radavich, Member
 Christina Basis-Prinzi, Member
 Mary Ann Casale, Member
 Tana Hess, Member

Board Member Absent: Timothy M. Daw J.D., Public Member

Staff Present: Diane Green, Board Liaison
 Munaza Aman, General Counsel

Topics	Discussion	Action
Approve Minutes	Minutes for June 5, 2015	(Bartkowicz/Clagg) Moved to approve the June 5, 2015 Motion carried.
Old Business	CTS performance	Board Liaison informed the board of the number of applicants that took the December test. The CTS test schedule was discussed.
	Testing Development	Member Bartkowicz explained to the Board the need of samples test scenarios for test development. She asked that the Board members email samples of 3 Q&A and 3 general dictation to the Board Liaison.
New Business	HB4672	The Board was updated on HB4672. The bill was referred to the Rules Committee as of Feb. 5, 2016. Update will be given at the at the June 2016 meeting.
Closed Session		(Bartkowicz/Clagg) Moved to go into closed session at 1:45 p.m. pursuant to Section 2(c) (4) and (15) of the Open Meetings Act. Motion

carried.

Subsequent to the motion, a roll call was held and voted unanimously to close the session.

Bartkowicz- yes

Clagg -yes

Radavich -yes

Basis-Prinzi -yes

Casale - yes

Hess- yes

Those voting yes constituted a majority of the quorum of the members of the Board.

Applications Review

The Board reviewed and made recommendations for one (Newcomer) licensees.

(Radavich/Basis-Prinzi) moved to come out of closed session at 2:08 p.m. Motion carried.

Open Session

Recommendations in Closed Session

The motion was made and seconded (Bartkowicz/Radavich) to accept the recommendations made in closed session. Motion carried

Board Liaison Time

Travel Vouchers

Travel vouchers were distributed to the Board.

Meeting Dates

Next meeting June3, 2016
Springfield

Adjournment

Motion was made and seconded (Radavich/Bartkowicz) to adjourn at 2:18 p.m. Motion carried.