



**Illinois Department of Financial and Professional Regulation**  
**Division of Professional Regulation**

**BRUCE RAUNER**  
Governor

**BRYAN A. SCHNEIDER**  
Secretary

**JESSICA A. BAER**  
Director  
Division of Professional Regulation

MEMORANDUM

To: ILLINOIS CERTIFIED SHORTHAND REPORTERS BOARD

Melissa Clagg, Chairperson  
Mary Ann Casale, Member  
Jill David, Member  
Dolores Doubet, Member  
Pamela Taylor, Member  
Bernice Radavich, Member

From: Patrick Golembeck, Board Liaison

Date: October 5, 2018

Re: Business Meeting – October 18, 2018

The Illinois Certified Shorthand Reporters Board will convene for a regular business meeting at 10:30 a.m., on Thursday, October 18, 2018 in the Springfield office of the Department of Financial and Professional Regulation, Division of Professional Regulation, 320 West Washington Street, Third Floor Springfield, Illinois Conference Room 376.

A business agenda is attached.

A quorum of members must be physically present in order to conduct the meeting. Four members are required for a quorum. In order to ensure a quorum, you may contact me at (217) 524-1981 or via my email address at [Patrick.Golembeck@Illinois.Gov](mailto:Patrick.Golembeck@Illinois.Gov).

This meeting is accessible to handicapped individuals in compliance with Executive Order #5 and pertinent state laws upon notification of anticipated attendance. Handicapped persons planning to attend and needing special accommodations should contact me at least five days prior to the meeting to inform of their anticipated attendance.

Attachment

## ILLINOIS CERTIFIED SHORTHAND REPORTERS BOARD MEETING

### AGENDA

Thursday, October 18, 2018  
10:30 am in the Springfield office  
320 West Washington Street – 3<sup>rd</sup> Floor - Room 376

- I. Call to Order and Roll Call
- II. Announcements, Correspondence
- III. Review and Approval of Open Minutes
- IV. Old Business
  - A. Update Legislation
  - B. Discussion of CTS performance
- V. New Business
  - A. Presentation/Demonstration of real time voice writing court reporting -- NVRA
- VI. Closed Session
  - A. Review and Approval of Closed Minutes
  - B. Deliberation
  - C. Application Interviews and Reviews
- VII. Chairman Time
- VIII. Board Liaison Time

[www.facebook.com/ILDFPR](http://www.facebook.com/ILDFPR) [www.idfpr.com](http://www.idfpr.com) <http://twitter.com/#!/IDFPR>