

ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION  
DIVISION OF PROFESSIONAL REGULATION

MINUTES

CERTIFIED SHORTHAND REPORTERS BOARD

MEETING DATE: January 19, 2007  
 MEETING CONVENED: 11:09 a.m.  
 MEETING ADJOURNED: 1:20 p.m.  
 MEETING LOCATION: IDFPR Chicago Office - Suite 9-034

BOARD MEMBERS PRESENT: Judith A. Lehman, Chairman  
 R. Kent Evans  
 Donna Urlaub  
 Barbara Wichmann

BOARD MEMBERS ABSENT: Melanie Jakus, Vice-Chairman  
 Nancy Hopp

The members present constituted a quorum of the Board.

STAFF PRESENT: Donald Seasock, Legal Counsel  
 Mary Jo Southard, Chief Testing Officer  
 Janelle Bartletti, Testing  
 Alicia Purchase, Manager/Professional Services Section

GUEST PRESENT: Dr. Ron Rodgers, Psychometrician  
 Continental Testing Services, Inc.

TOPIC	DISCUSSION	ACTION
Call to Order	Meeting was called to order at 11:09 a.m.	
Introductions	Board members and staff made appropriate introductions.	
Chairman Time	The Chairman had nothing to report; however, she did indicate that she received a telephone call from DPR investigator, Joe Darnell, regarding a complaint against a licensee, which they discussed the details and Mr. Darnell asked if a Board member could read the transcripts and steno notes taken by the shorthand reporter.	
Voice Writer Applications	Board discussion ensued regarding voice writer applications for licensure via endorsement. Ms. Lehman indicated that both voice writers and steno writers can take the Missouri Certified Court Reporter Examination and there is no distinction made when the CCR designation is given as to which method the candidate used to pass	The Board recommended changes to application instruction pages and the certification (CT-SHR) form in order to clarify Illinois' licensure requirements.  The forms will be changed to read: Examinations or

	<p>the test.</p> <p>Dr. Rodgers stated that he reviewed the Missouri Supreme Court documentation on licensure for court reporters in Missouri and their examination makes no mention of voice recording and it's very similar to Illinois. The only difference is that it includes a literary transcription at 180, as well as 2 voice transcriptions at 200 and 225. Dr. Rodgers further stated there is no difference between the testing (Illinois and Missouri) and there is no provision for licensing voice recording in their supreme court rules for court reporting.</p> <p>Further discussions centered on the various states that allow testing with mechanical devices; imposing discipline for those applicants from Missouri; and revising application instructions.</p>	<p>licensure based on voice writing, including but not limited to stenomasks, closed microphones, or similar equipment will not be accepted.</p>
<p>Old Business</p> <p>Presentation and discussion of CAT (Computer Aided Transcripts)</p>	<p>Dr. Rodgers gave a power point presentation and talked about unresolved CAT security risks - with discussion focusing in on new security threats and solutions.</p> <p>Dr. Rodgers began by saying that it was ironic that the first issue discussed focused on something unforeseen that was actually imbedded in the assumptions that were made when you looked at the rules from Missouri or any other state. A similar situation exists with the use of allowing CAT (Computer Aided Transcripts) into the program. The adoption of new technology into the examination must be done very cautiously. Dr. Rodgers stated that with advanced technology it has caused security issues that need to be addressed. The Illinois exam closely parallels the NCRA exam. Illinois has a large number of candidates fail with a large number of errors - most errors fall within omitted and wrong words. Candidates are</p>	<p>The Board is requested to forward correspondence and/or information relative to Dr. Rodgers and copy Ms. Southard.</p>

	<p>taking tests before they are capable of producing accurate notes. CTS needs to evaluate the impact of computer assisted instruction. CTS has not received responses from NCRA regarding CAT. The issue of digitally recorded notes versus paper notes was discussed and maintaining the security of the exam is the key.</p> <ul style="list-style-type: none"> <li>▪ USB drives is very easy to conceal and are now available in pens, with some versions as small as thumbnails</li> <li>▪ Each machine uses unique procedures to clear memories</li> <li>▪ Bluetooth reception to cell phones, must be controlled and totally disabled</li> <li>▪ No machines sends audible alarm if a file is saved to improper memory</li> <li>▪ Proctors cannot see every screen</li> </ul> <p>Dr. Rodgers concluded that we can start by asking schools for information and the Board can help by addressing issues already noted in the presentation. There are questions that should be evaluated before any changes can be made.</p>	
Adjournment		There being no further business to be brought before the Board, the meeting adjourned.