

Florida Court Reporters  
**FCRA**  
Association

# FCRonline

OFFICIAL PUBLICATION OF THE FLORIDA COURT REPORTERS ASSOCIATION

FEBRUARY/MARCH/APRIL 2013

A vibrant illustration of a spring garden scene. In the foreground, there are several red flowers with yellow centers and white daisies. Green grass and stems with small white flowers are visible. In the background, there are blue and white clouds, a blue sky, and three butterflies: one orange, one blue, and one smaller blue one.

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**FCRA Annual Convention**

**July 19 ~ 21**

**Altamonte Springs, Florida**

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By Sandra Estevez, CSR (CA), FPR,  
2012-2013 President



# Set the Pace Early and Make it a Great Year!

Happy New Year! This time of year is so exciting because it's a fresh start. That imaginary white blanket of snow before the neighbor's kids run through your yard or a blank canvas before the artist's vision is put to color.

This is usually the time of year that we take a personal and professional inventory and look at how we performed last year and what we would like to change or improve for this year. The possibilities are endless!

It's exciting because the decisions that we make in January and February truly tend to determine our paths for the remainder of the year, so don't take those New Year's resolutions lightly.

Benjamin E. Mays said, "The tragedy in life doesn't lie in not reaching your goal. The tragedy lies in having no goal to reach."

Who do you look up to and admire? Have you ever noticed that some people tend to live more impactful lives? They make a difference. They make things happen. Success and achieving goals does not come from talking about things or "wishing" that things were different. Successful people set goals and then never take their eye off the prize.

At the 2012 Annual Convention I asked the membership to fill out a Face Your Fears goal sheet for 2012-2013. One of our goals as an association this year is to become better individually, which will make us stronger as an association and a profession.

Where are you on your individual professional goals? If you committed to writing realtime this year, what steps have you taken? If you committed to

mentoring a student or new reporter, have you reached out to our schools committee chair person? If you committed to being involved in your state association, have you visited the FCRA website to explore what opportunities await you?

Well, don't beat yourself up if you haven't actually put your plan of action into play yet. The year is still young, but do NOT delay any longer. Remember, what you put into action now sets the pace for the rest of the year, so make it a good year!!!

Here are some tips to help you not only set your professional goals, but actually accomplish them:

1. Determine what you would like the end result to look like. What are you looking to achieve?
2. Make the commitment to yourself. Do not tell yourself that you're going to TRY to achieve your goals. You ARE going to achieve your goals. Willpower, willpower, willpower.
3. Prioritize your goals and set a goal date. Only focus on what makes a difference in the big picture. Stop wasting time on nonimpactful things. Remove distractions from your path.
4. Write your goals down. This is very important. Put them in a place that you have to see them every day.
5. Make an action plan. You know what you want. You know what order it needs to be accomplished. You've written down your goals. Start at the top of the list and go, go, go!
6. Track your progress. Physically mark off the steps and action items as you complete them. This will help you determine if you are going to complete your goals by deadline.
7. Keep your eye on the prize. Be persistent. If you run into a snag or fail at something, that's okay. The journey is just as important as the end result. It's okay to make mistakes as long as you learn from them.
8. Celebrate your wins along the way! Be proud of yourself that you are moving in a positive direction. "Even if you fall on your face, you're still moving forward." (Victor Kiam)
9. Talk to others with similar goals. There could be many paths that lead to the same destination. If something you're doing isn't working, ask for help or advice. You're not in this alone!
10. Once you've accomplished your goal, share your success with others! Determine what you would like to accomplish next and start the whole process over again with the satisfaction of knowing that you WILL succeed over and over again! The sky is the limit!

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# Is Court Reporting Considered a Customer Service Industry?

**By Christy Aulis Bradshaw, FCR Online Editor**

Did you ever consider court reporting a Customer Service Industry? How has it changed since you began your career? Drastically!

I was introduced to court reporting at the age of eight by my father, who was a circuit judge at that time. You know what he told me about court reporting? They made good money, they got to dress very nicely and meet nice, professional people (and hopefully a husband)... and, oh, by the way, it is an important job; you make a record of legal proceedings. End of story!

At that time, 1978, court reporting was much simpler. If you had been asked in 1978 if this was a customer service industry, what would your answer have been? Mine would have been, No. A court reporter took a job... probably on a very simple, possibly non-computerized machine...with no screen to see English...you went home or to the office and transcribed on a DOS software program with no artificial intelligence or conflict-free theory. Then, once edited, the transcript was printed on a dot matrix printer with carbons in between the pages, where you had to tear off the edges and tear the pages apart. Then, you backed up your job in the "only" format there was, through DOS. Again... end of story! There was no emailing, word indexes, condensed, etc. You signed your transcripts, attached the exhibits, and that was it.

Okay. So let me ask again: How has this industry changed since you began your career? Drastically! In the last 20 years, our "job" ... that of a court reporter and agency ... has changed from a "job" to an entirely customer-service-based industry. When a deposition is scheduled today, so many questions are asked: Do you have a location? Do you need video? Do you need an interpreter? Are you appearing live or by videoconference, Skype, Cameo? Do you want Realtime? A rough ASCII? Twenty years ago, the question was: What time and where is the deposition or hearing taking place?

I have noticed that some court reporting agencies consider and promote themselves as a "concierge" service. Does that tell you where we are today? Isn't that someone in a hotel or resort who assists you in making reservations or accommodations? But wait... isn't that what we do?

Both the court reporting agency and reporter's job and responsibilities have changed...Drastically! Most court

reporting agencies today are doing statewide and nationwide scheduling for their clients. It has become almost an expected service for a client to call "their" court reporting agency and schedule a deposition in New York or Hawaii or England. Agencies are expected to have great coffee and snacks, to cater lunch in, to provide conference rooms for clients for meetings, even if it runs after hours... and at no charge.

The role of the court reporter has also changed. Today there are so many choices. When a deposition or hearing is taken, there are now many, many more questions than ever before. Transcripts... how do you want your transcript? On paper? Electronic version only? Both? Word index? Condensed? E-Tran? PDF? Summation? Exhibits scanned? Copied? Both? Offering all of these services has become a part of our everyday job and each court reporter needs to remember that asking these questions is part of that "customer service" that we provide and that has come to be expected by the client.

By not asking what an attorney wants after a job, you are not completely fulfilling your obligation to the client to the best of your ability. If you don't find out what each attorney is requesting, several things can happen: The attorney is going to wonder why he was not asked these questions or why he is missing what he needed. He will have to take the time to call or have his staff call to get what is missing or needed. He may have to pay additional shipping costs... or better yet, the court reporting agency will have to eat that. Not having something on time or not having exactly what they requested or needed could cause an attorney to miss a deadline. With so much competition today, do we really want to give a client a reason to use another reporting agency or reporter because they got better "customer service" somewhere else?

The next job you take, whether it is a deposition, a hearing, a trial, etc., remember: It is up to each one of us, as a professional in a customer service industry, to do the best that we can to accommodate each and every attorney or client. Remember to ask all of the appropriate questions and do everything you can to make the client's experience as professional and easy as it can be. This may not be what we all expected of our career and industry 20 or 30 years ago, but it has become the reality of reporting today.

***They made good money, they got to dress very nicely and meet nice, professional people (and hopefully a husband)... and, oh, by the way, it is an important job; you make a record of legal proceedings. End of story!***

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Your stories to share with other reporters. Submit an article and receive .15 CEU points if published in *FCR Online*. Email your story to [christy@cabreporting.com](mailto:christy@cabreporting.com).

## MARK YOUR CALENDAR!

### FCRA Annual Convention

Hilton Altamonte Springs  
Altamonte Springs, FL  
July 19-21, 2013

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Spring Date TBD  
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**FCRA  
BULLETIN  
BOARD**

# President's Message

*Continued from page 4*

The FCRA Board of Directors and Committee Chairs are already hard at work setting their pace for this year. We are preparing a membership survey to find out what goals as an association you would like us to work towards. This can be long- or short-term goals. Your participation in the membership surveys are a must. If you do not voice what is important to you, then you cannot complain later if our efforts do not match your professional needs. We are here to serve YOU, but in order to do that we must hear from you. So keep an eye out for an upcoming e-flash regarding participating in our next membership survey.

Our Executive Board and Government Relations Committee are working very closely with our lobbyist firm, The Fiorentino Group, to monitor and respond to any legislative activity that affects Florida court reporters. We are also continuing our certification efforts by amending the certification language, and looking for different avenues of effectuating certification.

Our Ethics Committee is monitoring E-filing in the state of Florida and how that could affect reporters. Stay tuned for the Spring date and location of our next standalone FPR.

Our Membership Committee will be hosting Information Exchanges across the state this Spring, so stay tuned for dates and locations in your area. Currently we have 476 members who have renewed their dues for 2012-2013. We need another 250 membership renewals to accomplish our goals this year. Remember, we are a nonprofit organization, so your membership dues help fund our very hard working lobbyist firm and other necessary expenses to keep the Association

running. YOU are important and we count on you for our continued success, so please renew your membership dues today!

The Information Technology Committee is in the brainstorming stages of revamping the FCRA website, so stay tuned as that project progresses.

The FCRA Annual Convention is July 19-21 at the Hilton in Orlando/Altamonte Springs. Be sure to save the date! As always we will have software training, the FPR seminar and certification exam and a very fun and educational packed weekend! You don't want to miss it! Watch your e-flashes for more information coming soon.

In closing, we do not know yet how this year will unfold, but what we do know is that we have a very diverse, committed, passionate Board, as well as Committee members who work tirelessly to jump in wherever and however is needed for the benefit of all Florida reporters. We also have a very diverse and talented membership, and together we can rise above any hurdles that are placed in our way.

Set goals for yourself and be instrumental in helping those around you accomplish their goals as well. Be realistic. Don't expect every reporting issue to be resolved without you being part of the solution. Do you expect your car to drive if you don't put gas in the tank? Do you expect to retire early if you don't contribute to a retirement plan? No, of course not, so apply that principle to maintaining a successful and productive state association. Do something great this year. Face Your Fears!

## NCRA Test Results

### OCTOBER 2012 RDRs

Lisa Edwards, RDR, CRR Pinecrest, FL

### NOVEMBER 2012 RMRs

Michele Savoy, RMR Sunrise FL

### JANUARY 2013 RPRs

Beth Sklar, RPR Boca Raton FL  
Tracie Thompson, RPR Fort Myers FL  
Daphne Avedon, RPR Jacksonville FL  
Michelle Manni, RPR Kissimmee FL  
Jennifer Math, RPR Palm Beach Gardens FL

### JANUARY 2013 RMRs

Mary Ann Smith, RMR, Bradenton, FL  
Richard Applebaum, RMR, Coral Springs, FL  
Cheryl L. Jenkins, RMR, Davie, FL  
Gail Joanne Henry, RMR, Deerfield Beach, FL  
Candice Griffin Johnson, RMR, DeLand, FL  
Laura H.R. Farmer, RMR, Fort Lauderdale, FL  
Tammy Kelley, RMR, Lake Wales, FL  
Lori L. Bundy, RMR, CRR, Naples, FL  
Courtney L. Wear, RMR, CRR, Ocala, FL  
Lisa A. Simons-Clark, RMR, CRR, Oldsmar, FL  
Koretta E. Stanford, RMR, CRR, Orlando, FL  
Rhonda Michelle Smith, RMR, Panama City Beach, FL

# So You Don't Think They Notice the Difference Between an FPR and a Non-FPR...

By Kelly Owen McCall, RPR, FPR, FCRA Southern Director



Yes, I have an RPR...but to all the RPRs out there, your RPR does not and will never have Florida legal questions pertaining to the rules and statutes that govern our profession here in this state...and, in fact, some of the Federal rules that NCRA tests you on are in direct conflict with Florida law. Who knew?

Well, obviously, having reported in Florida for almost 30 years, I certainly knew some of the differences in Florida and Federal reporting. By attending the ethics seminars at FCRA conventions over the years, yep, I learned a lot more. But a couple of hours once a year really does not cover it.

When I took the first FPR class and exam offered, I had already been reporting for decades. Yes, I knew the majority of what they were teaching, but, uh, no, I didn't know it all. And even on the things that I knew, lo and behold, I suddenly had the rule and statute cites for why I did the things that I did...in a book...with an index...and examples and samples!

Just last month, I was dropping a transcript off at one of our clients' offices. The attorney was just pulling in as I was getting back into my vehicle and she came running over to me saying she had had a particularly bad experience with one of the other local reporters, had written a gooshy e-mail to our office, but had not sent it. I told her to send it, as I like gooshy e-mails. It read:

"I don't always get a chance to thank you for your professionalism but I wanted to take a moment to do so. You both are very ethical and highly respected court reporters and I trust you both completely. I just wanted

to say thank you for working with me during the last year. And thank you for always being there in a pinch."

I did ask her what had happened with the other reporter. Yes, it was a reporter ethics issue regarding notifying opposing counsel of a transcript order. No, the reporter is not an FPR. If she was or had ever been through the FPR course, I think she would have handled the situation quite differently. The lawyer was well aware of the reporter's obligation to notify; the reporter, unfortunately, was not. And, in return, I get a gooshy e-mail and a client who always pays...and the nonFPR reporter gets...nada but a hard time the next time she shows up in a proceeding with this attorney, I'm sure.

During a jury trial, a question came up pertaining to the plaintiff wanting to amend his errata sheet on his deposition. I was able to give the judge and attorneys the low-down on the read-and-sign rules right there on the spot.

When my clients or local attorney groups or even judges call me regarding transcript or reporter issues, I don't just tell them how our office does it, I pull out my Florida Manual and give them the cite on it.

I keep a copy of the Florida Manual's chapter on reporting and transcribing interpreter proceedings in my laptop case and by my main computer.

When someone calls me up and asks me to talk to their group about a reporter topic, I always make sure I have a copy of the latest rule for my pass-outs, thanks to my Florida Manual.

Yes, I am very proud and it is important that I have my RPR. It's a nationally-recognized certification that a lot of attorneys recognize and some contracts require. But in the everyday world of reporting in Florida, having a working, up-to-date knowledge of the laws that govern our profession in our state is crucial...not just for us, but for our clients.

And although, in this microwave world that we live in, sometimes it seems that the attorneys, judges and parties don't really care about all of the intricacies of our job... trust me, when YOU don't know the intricacies of your job, they care!

# Insight from New Reporters

By Rick E. Levy, RPR, FPR

From sitting in as an intern to being in the hot seat, what you should do to make this transition EASY!

Hello students and new reporters. First of all let me start off by saying something very simple "WE HAVE ALL BEEN THERE AND ARE STILL LIVING TO TALK ABOUT IT."

The transition of going from student intern to working reporter is both an anxious and exciting time. I would venture to guess every working reporter today remembers his or her first "real" assignment where he or she was responsible for the record and no longer just sitting in getting some much needed experience.

The transition from intern to working reporter is quite simple and is more a test of nerves and emotions rather than of a skill set. At this point you should have now endured the rigors of court reporting school for likely over two years, passed numerous speed tests, mastered punctuation and grammar, learned and become familiar with legal and medical terminology, have become quite familiar with your CAT software and now are ready to be in the spotlight.

The hardest part of making this transition is handling the emotions and being able to adapt to uncomfortable situations (which will certainly happen).

At the point when you're about to take your first deposition here are a few things you should do to prepare yourself: The day before your assignment make sure that your machine is fully charged, you have sufficient steno paper (assuming you are not using a paperless machine) and you have all the other things you need such as exhibit stickers, the exact location of your assignment, the notice of depo and are familiar with directions to the location. Also make sure you get a good's night sleep (yea, right) so you are able to be at your best when you go on the record.

Be confident in your ability to administer the oath and know your obligations during the depo, i.e., when to go on and off the record, ability to read back from either your paper notes or your steno machine screen. Make sure you're intimately familiar with your equipment in case any glitches arise.

Ok, it's GO TIME!

Make sure you arrive at the job location at least 30 minutes before the scheduled start time. The last thing you want to do is add stress to your life if you're running late due to traffic or poor planning on your part.

Once you get to the job location ask to set up in the depo room. Choose your seat at the head of the table

close to a power outlet as you never know when you will need to recharge your machine or laptop. Make sure your equipment is set to go before others enter the room to avoid any last minute issues.

As the participants enter the room, make sure to introduce yourself, hand them a card and get the exact spellings of their names. Do NOT assume the notice has their names spelled correctly, as a legal secretary is likely the one who prepared the notice of deposition.

Once you have met the parties and the witness you should clarify who each person represents in the proceeding and the law firm where they work.

Once you're ready to go on the record, remember to remain calm and remain confident in your abilities. At this point you will likely not hear any unfamiliar words and they will likely speak slower than the 225 you just heard in school. The beginning of the depo is the hardest part since at this point you are not yet in a rhythm and are likely thinking too hard about where the keys are on the steno keyboard.

You NEED to remain calm and let your natural abilities take over. As an example you don't think about how you walk when you wake up in the morning, your body just puts one foot in front of the other in an alternating pattern simply because that is what you have been trained to do since you were about two years old.

Remember to keep breathing and remain calm. This is an exciting time that you have been striving for since the day you started court reporting school.

If during the depo you're asked to read back, which inevitably you will be asked to do, remember to take your time, read the portion to yourself first and then speak clearly and loud enough for everyone to hear. Trust your notes and exude confidence when reading back, even if there was a word missing or you wrote a word incorrectly.

On your first break remember to first call your boss to let him/her know you're still alive and then call your spouse/significant other to let him/her know how great you're doing and how much you love your job.

At the end of the depo, remember to ask about reading and signing, ask who is ordering the transcript, make sure you have all the exhibits and find out if anyone needs the transcript on a rush/expedited basis.

When packing up, remember to shut down your machine/computer, save your notes, put them in an easy

*Continued on page 11*

# From Intern to the Hot Seat

*By Robin Merker*

Student Corner – some insight from new reporters: - special thanks to Jennifer & Tanya!

What is the best piece of advice you got, the most unexpected or surprising thing you encountered, and what you wish you had been told/warned about in school, etc.?

And the responses:

"Hey! One thing that they didn't really cover in school was EUOs and CNAs - both of which a new reporter is probably going to encounter a lot. It wasn't until I was sitting in did I learn what those terms meant and how to handle them."

"I think the most surprising thing was how many different types of jobs there are. In school all I ever heard about was trials and depositions. It would have been nice to know what all the different jobs are and why they are held. Like an EUO, I had no idea what that was and how it was different than a deposition."

Well, for those of you wondering what these are, an EUO is an Examination Under Oath.

"Almost every insurance policy requires an insured to appear for an Examination Under Oath as one of the duties after loss. When the right is invoked, it is usually near the end of the investigation and is one of the final steps to be completed. The Examination Under Oath is a formal proceeding taken before a court reporter and recorded in a verbatim transcript. Every question which is asked and every answer which is given is made a part of the record."

In some instances there is no attorney present for the insured and it may not even be an attorney doing the questioning but a representative from the insurance company. Because the subject matter is usually pretty straightforward, an EUO is a good way for a new reporter to get started.

The CNA, or Certificate of Nonappearance is a document created by the reporter upon request to reflect the

fact that everyone was there except the witness and, therefore, no deposition or statement could be taken. "The purpose of a Certificate of Nonappearance may be to seek sanctions, recover costs, assess attorney's fees, or it could be used in conjunction with a Motion for Contempt. Therefore, it is entirely appropriate to honor the request of any party present for a document setting forth the non-appearance of any other party."

In this instance, you would bill an appearance fee but, of course, there is no transcript.

More good advice from our new reporters:

"One of the best pieces of advice was to take the RPR or other certification test either while you're still in school or soon after. I know amazing reporters with 20 years under their belt who can't seem to pass after 6 or 7 tries because they don't have the advantage of being in a testing mindset."

For those of you who are close to graduation and taking the above advice to heart, FCRA will be administering the RPR test for NCRA come May 4, 2013. Also, the FPR will be given Friday, July 19, 2013, at the FCRA Annual Convention July 19-21, at the Hilton Orlando/Altamonte Springs, Florida. With the FPR in hand, you will be well equipped to handle EUOs and CNAs, and whatever else comes your way!

And finally, on the software front:

"Global in EVERYTHING (as long as it's not creating a ton of conflicts). Nobody is going to stroke everything perfectly, and the larger your dictionary, the less editing you'll have to do later on."

"I also think that knowing your software is very important."

Remember, in order to turn a transcript out, the better you know your software, the more stress you can avoid! All CAT softwares offer training of some sort, and by maintaining your software support you can make sure there's someone at the other end of a telephone to help you when you need it.

# Insight from New Reporters

Continued from page 9

to remember place and gather your possessions. Once you have packed up you should always call your office to let them know you're done and ask if there is anything else they may need for you to do.

Once everyone leaves the room or you've left the job location, it is then safe to get out your calculator and do the math to see how much money you made that day.

Congratulations on your first job. You have survived to live another day. Now you're over the first job jitters and ready to take on the next challenge known as your second assignment!

An important reminder for those of you getting ready to graduate from school and about to embark on your court reporting career: Be proficient in your writing skills, be familiar with your theory and have a good grasp of your

CAT software. This is a great career which you will love as long as you're able to write a minimum of 225 Q&A. There are times when it may go faster, so be prepared for that in advance. If you are not comfortable with this speed then you will find the job very stressful and have many long evenings putting your transcripts together.

All in all WELCOME to our wonderful profession where you will be appreciated for the extreme talent you possess. Enjoy each assignment and strive to become better every day. You will meet very interesting people, hear many interesting stories and learn important life lessons.

Also remember to give back to the profession and teach/mentor a future student or recent graduate so that they too can enjoy our profession as well.

## FCRA welcomes the following new members

*(Includes all members who joined as of November 1, 2012)*

### ASSOCIATE MEMBERS

NAME	CITY	SPONSOR
Harris, Jennifer .....	Lakeside, TX .....	Ashley Nail

### PARTICIPATING MEMBERS

Schiff, Theresa.....	Naples.....	Barbara Frank
Wells, Sandra .....	St Petersburg .....	Sandra Estevez

### STUDENT MEMBER

Wilson, Teresa .....	Fernandina Beach .....	Stacia A. Harper
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## FCR Online Deadline Dates

(Summer) May/June/July .....	April 5, 2013	(Winter) Nov/Dec/Jan .....	Oct. 5, 2013
Publication Date .....	May 12, 2013	Publication Date .....	Nov. 12, 2013
(Fall) Aug/Sept/Oct.....	July 5, 2013	(Spring) Feb/Mar/Apr .....	Jan. 5, 2014
Publication Date .....	Aug. 12, 2013	Publication Date .....	Feb. 12, 2014

# CALL FOR NOMINATIONS

The FCRA Nominating Committee will meet to interview a slate of nominees for the following positions of the Board of Directors.

***President-Elect (One-year term)***

***Central Director (Two-year term)***

***Vice President (One-year term)***

***Director-at-Large (One-year term)***

***Secretary (One-year term)***

***Director-at-Large (One-year term)***

***Treasurer (One-year term)***

The election of the FCRA Board of Directors will take place at the 2013 Annual Convention. The committee hopes you will take this opportunity to participate in the nominating procedure by submitting names of potential candidates for consideration by the Nominating Committee. The following are some of the qualities we look for in potential FCRA officers and directors:

**LEADERSHIP:** Interest, objectivity, decision-making capabilities, knowledge and experience, reliability, ability to inspire

**ADMINISTRATIVE TRAITS:** Courtesy, humility, friendliness, tact and diplomacy

**ABILITY:** Communication skills, initiative, professional image, maturity, association experience

Thank you for taking the time to be a part of the future of your Association!

Submit your nominations by **March 31, 2013**, to:

Rick Levy, RPR, FPR

44 W Flagler St, #300 • Miami, FL 33130

rickelevy@aol.com

W: 305-358-8188 • Cell: 954-294-4142 • FAX: 305-358-8187

I recommend the following FCRA member for consideration as a potential candidate for the position of:

\_\_\_\_\_

Name: \_\_\_\_\_

I support the candidate for the following reasons: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

May the Nominating Committee contact you by phone or email if further information is needed about the candidate?

Yes  No Office Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

FCRA Member: Date: \_\_\_\_\_

***(Please photocopy this form for additional potential candidate recommendations or provide on separate sheet.)***

## Nominations for Arlene P. Sommers Award for Outstanding Achievement in Education

- Has an outstanding educator played a role in your reporting career?
- As a student, has a teacher's leadership and dedication helped motivate you to achieve your goals?
- Has a fellow teacher's example helped you to become a better teacher?
- As an administrator, do you want to show your appreciation and admiration for your outstanding educator?

If so, you have the opportunity to see that that teacher is given the recognition he or she deserves by nominating him or her for the Arlene P. Sommers Award for Outstanding Achievement in Education. (Guidelines are set forth below.)

Nominations must include biographical data that lists outstanding achievements in and out of reporting, the number of years in reporter education, special interests and talents,

publications and awards, etc. Humorous stories about your nominee are also appreciated.

Nominations must be received by Janet McKinney, [jjwor@msn.com](mailto:jjwor@msn.com) or by fax: 407-774-6440 by APRIL 30, 2013. Students, fellow faculty members, administrators, or FCRA members are all eligible to submit nominations.

## Arlene P. Sommers Award for Outstanding Achievement in Education

### I. ELIGIBLE APPLICANTS

Those teachers, tutors, or administrators engaged in a court reporting educational program in the State of Florida approved by the award committee, or any other person who has made a significant contribution to the education of court reporting students.

### II. NOMINATIONS

- A. To be mailed to Janet McKinney, Committee Vice Chair for forwarding to the Arlene P. Sommers Award Committee.
- B. Nominations for each year shall be open beginning January 1st of each year, and close April 30th of the corresponding year. Nominations must be received by Janet McKinney, Committee Vice Chair, no later than April 30th.
- C. Nominations may be made by teacher, student, school administrator, or by any member of FCRA.
- D. Nomination to be in letter/resume format, accompanied by support documentation.

### III. SELECTION

Nominations to be considered by the Arlene P. Sommers Award Committee by the June Board meeting, and the selection is to be made by the committee with the approval of the FCRA Board.

### IV. AWARD

- A. Recommendation by the committee to FCRA Board to select the recipient.
- B. The recipient will receive, in addition to the monetary gift, a physical award.
- C. Recipient of this award and the school shall be notified no fewer than 30 days prior to the announcement/presentation of the award at the Annual Convention, if possible. If not, notification can be made by mail immediately following the Annual Convention.
- D. Free Convention registration for recipient.

# Emily Mann Distinguished Service Award

The Emily Mann Distinguished Service Award shall be bestowed by FCRA upon a person who possesses exceptional qualifications and experience in the field of shorthand reporting, while contributing in a meritorious manner to the welfare of FCRA; and has served the Association in at least two (2) of the following categories:

- (1) Served the Association with active participation on committees and/or on the Board of Directors of the state association.
- (2) Contributed to the profession in areas of teaching, editing of publications or other contributions which have been designed for the advancement of shorthand reporting.
- (3) Contributed important books, papers or other written material dealing with the profession.
- (4) Contributed seminars for the state association for members, such seminars having received the approval of BAPR for continuing education points.
- (5) Aided in the advancement of the profession by working in liaison with The Bar, the media, judicial groups, and/or educational institutions.

Please submit all nominations to Janet McKinney, RPR, FPR, CLR, [jjwor@msn.com](mailto:jjwor@msn.com) by May 31, 2013, to be awarded at the 2013 Annual Convention.



## Emily Mann Distinguished Service Award Nomination Form

**Deadline is  
May 31, 2013!**

I, \_\_\_\_\_, hereby nominate \_\_\_\_\_  
to receive FCRA's EMDSA for the following reasons: (Please include criteria nominee has met.  
Use separate page if necessary.)

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Mail or email this form to Janet McKinney, RPR, FPR, CLR, EMDSA Committee Chair,  
1370 Seabay Road • Weston, FL 33326  
Email: [jjwor@msn.com](mailto:jjwor@msn.com) • **DEADLINE: MAY 31, 2013**



# Join the Club!

By Gayl Hardeman, RDR, CCP, FAPR, FPR

Here is your challenge to become CART-certified.

Look how few CCPs there are in Florida.  
 People with hearing loss are looking for CCPs to provide CART services.  
 Many jobs require CCP Certification.

ARE YOU UP FOR THE CHALLENGE?

## Florida's Certified CART Providers Wish You A Successful Convention!

Communication Access Realtime Translation (Speech to Text)

*"Making Communication Available For All"*  
 Find us at <http://psl.ncra.org>

<p><b>1 Jacksonville Area</b>          Vicki Johnson          Keystone Heights          Brandi Kent          Palm Coast          Theresa Taylor          Jacksonville</p>	<p><b>5 Tampa Bay Area</b>          Kathy Bentley          Palm Harbor          Mike Cano          Odessa          Tess Crowder          Oldsmar          Janet Hall          Tampa          Gayl Hardeman          Pinellas Park          Julia LaCava          Tampa          Tammy Milcowitz          Oldsmar</p>
<p><b>2 Orlando Area</b>          Amie First          Orlando          Katy Hanbury          Orlando          Michelle Naert          Minneola</p>	<p><b>6 Sarasota</b>          Dee Boenau          Sarasota          Jack Boenau          Sarasota</p>
<p><b>3 The Space Coast</b>          Lisa Johnston          Palm Bay          Rita Meyer          Cocoa Beach</p>	<p><b>7 Fort Lauderdale Area</b>          Tanya English          Fort Lauderdale          Katie Gott          Loxahatchee          Gina Rodriguez          Cooper City</p>
<p><b>4 Lakeland</b>          Linda Black          Lakeland          Susan Wasilewski          Lakeland</p>	

*Dear FLA members,*  
 This guide is provided so that you and the patients we both serve can find an on-site CART provider.  
 We also provide Remote CART. For more information about CART, please go to [www.cart-info.org](http://www.cart-info.org).  
 Have a WONDERFUL convention!  
 Your Florida CCPs.



# MEMBERSHIP APPLICATION

## Florida Court Reporters Association

\*Name (Please print) \_\_\_\_\_ NCRA # \_\_\_\_\_ NVRA # \_\_\_\_\_

\*Company \_\_\_\_\_  Owner  Co-owner  Manager

\*Mailing Address \_\_\_\_\_ Website: \_\_\_\_\_

\*City/State/Zip \_\_\_\_\_

\*Telephone: Home (\_\_\_\_) \_\_\_\_\_ Office (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

CHECK ONE:  OK to publish home phone number in directory.  DO NOT publish home phone number!

\*E-mail address \_\_\_\_\_ Secondary Email Address \_\_\_\_\_

\*METHOD OF REPORTING:  Stenographic  Voicewriter  Gregg  Pittman  Other \_\_\_\_\_

\*TYPE OF REPORTER:  Freelance  Official  Deputy Official  Federal  Teacher  Student  Other \_\_\_\_\_

\*DESIG:  CSR (List State(s) other than FL) \_\_\_\_\_  FAPR  FPR  RPR  RDR  CMRS  RMR  CLVS  CRI  CRR  CPE

\*Asterisk indicates required information.

I make application for Membership as a: (CHECK ONE)

**PARTICIPATING MEMBER** .....\$300.00  
Open to anyone engaged in active practice of official or general court reporting by either stenographic or voicewriter method. (Please indicate method above.)

**STUDENT MEMBER** .....\$35.00  
Open to any student of shorthand reporting who is endorsed by a court reporting training program instructor or director.

**RETIRED MEMBER** .....\$45.00  
Open to any participating member in good standing who has retired from the active practice of shorthand reporting.

**ASSOCIATE MEMBER** ..... \$90.00  
*This category is open to the following (please check one):*  
 Teachers of shorthand reporting  
 Individuals officially connected with a school or college conducting shorthand reporting course - **School Name & Location** \_\_\_\_\_  
 Non-member individuals retired from active shorthand reporting  
 Anyone professionally associated with or employed by a member of FCRA whose application is endorsed by a participating member in good standing (**please print sponsoring member's name below where requested**)  
 Anyone qualifying for Participating membership, but residing outside of Florida - State of Residence \_\_\_\_\_

**VENDOR MEMBER**.....\$500.00  
Open to any firm or corporation engaged in selling products or services to FCRA members.

**PRO BONO:** Are you interested in donating time to the Pro Bono Program?  
 Yes  No

**FLORIDA MANUAL:** The guide to court reporting in Florida — sample forms, guidelines, and rules of court. Cost for members: \$75.00. Subscription to updates: \$25.00.

**MEMBERSHIP DIRECTORY:** Searchable geographical and alphabetical members' listing in Member's Only section of our website.

**The dues year is November 1 through October 31.** Annual dues must accompany application. Those joining in August, September, or October of a given year will be paid through October 31 of the following year. Dues payments are deductible by members as an ordinary and necessary business expense. In accordance with Section 6033(e) (2)(A) of the Internal Revenue Code, as amended, members of the FCRA are hereby notified that an estimated 10% of your FCRA dues will be allocated to lobbying and political activities, and therefore is not deductible as a business expense.

**For Administrative Use Only**

Date Rec'd \_\_\_\_\_ Ref # \_\_\_\_\_ Amount \_\_\_\_\_  
Date Approved \_\_\_\_\_ Computer \_\_\_\_\_

I hereby make application for membership in the Florida Court Reporters Association and pledge myself, if accepted, to abide by the requirements of the Bylaws and Code of Professional Responsibility of the Association as they are now and as they may be amended in the future.

I understand that all applications are subject to review and approval by FCRA. All applicants must be sponsored by an FCRA member in good standing per FCRA bylaws.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Name of Sponsoring Member (Please print or type)

### PAYMENT ENCLOSED FOR:

Membership Dues \$ \_\_\_\_\_

Florida Manual on disk:  
 \_\_\_ copies @ \$75.00 each  
*(Includes 7% sales tax + handling)* \_\_\_\_\_

One-year subscription  
 to Florida Manual Updates  
 \_\_\_ subscriptions @ \$25.00 each  
*(Includes 7% sales tax + handling)* \_\_\_\_\_

**TOTAL ENCLOSED:** \$ \_\_\_\_\_

Check # \_\_\_\_\_  MasterCard  VISA  AmEx

Account # \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Amount to charge: \$ \_\_\_\_\_

Authorized Signature \_\_\_\_\_

**Make check payable to FCRA and mail to FCRA Headquarters, 222 S. Westmonte Dr, Ste 101, Altamonte Springs, FL 32714  
Telephone 407-774-7880 • FAX 407-774-6440 (for charge payments only) • www.fcraonline.org**