



State of Idaho
Division of Occupational and Professional Licenses
Idaho Certified Shorthand Reporters Board

BRAD LITTLE
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Board Meeting Minutes of 9/28/2023

Board Members Present: Andrea Wecker - Chair
Valerie Nunemacher
Ryan Scott Lewis
Darren B Simpson

Division Staff: Lizzie Kukla, Acting Executive Officer
Greg Loos, Legal Counsel
Christian Runnalls, Board Support Specialist

Board Members Absent: Christina Boisvert

The meeting was called to order at 3:31 PM by Andrea Wecker.

Approval of Minutes

A motion was made and seconded to approve the 12/01/2023 minutes. The motion carried unanimously.

DIVISION BUSINESS

2023 Legislative Session Overview: Ms. Kukla presented a legislative update on Senate Bill 1109, House Bill 206, and House Bill 74.

Executive Agency Legislation Update: Ms. Kukla explained that the Division has put forth executive agency legislation for the 2024 Legislative Session that would change renewals from an annual renewal no later than the licensee's birthday to a biennial renewal no later than the last day of the licensee's birthday month.

DOPL Strategic Plan: Ms. Kukla explained the three main goals of DOPL's strategic plan: lead through transparency and exceptional customer service, public protection through consistent enforcement, and make recognizable and measurable reform through permissionless innovation.

Confidentiality, Conflict of Interest, and Honoraria Policies: Mr. Loos presented the Confidentiality and Conflict of Interest agreements and the Honoraria policy.

Website Update: Ms. Kukla presented the newly updated Board website.

Luma Discussion: Ms. Kukla provided background information regarding an email that was sent to all Board members regarding the new Luma system.

Board Member Survey: Ms. Kukla stated that a survey will be sent to Board members after every meeting seeking feedback on how the Division can better serve the Board.

Financial Update: Ms. Kukla gave the financial report, which indicated that the Board had a cash balance of (\$44,896.28) as of June 30, 2023.

BOARD BUSINESS

Board Elections: A motion was made and seconded to elect Ms. Wecker as the Board chair. The motion carried unanimously.

A motion was made and seconded to elect Ms. Nunemacher as the Board Vice-chair. The motion carried unanimously.

Zero-Based Regulation Introduction: Mr. Loos introduced Zero-Based Regulation (ZBR) and explained the process to the Board. He outlined the meeting schedule for ZBR.

Licensing Report: The Board reviewed a report on applications received and licenses issued and renewed since the last meeting.

Adjourn

There being no further business, the meeting was adjourned at 4:18 PM.