

**UNIFORM FORMAT MANUAL COMMITTEE  
OF THE  
COURT REPORTER CERTIFICATION ADVISORY BOARD  
Meeting Agenda**

(Virtual Meeting Conducted by Zoom)  
205 W. 14<sup>th</sup> Street  
Austin, Texas 78701  
**October 13, 2022**  
(10:00 AM – Adjournment)

The Court Reporters Uniform Format Manual Committee will convene as posted to deliberate and take formal action, if necessary, on the following agenda items.

The meeting will be held by Zoom and can be viewed by the public on YouTube on the Texas Court Channel at: <https://www.youtube.com/user/TexasCourtAdmin/>.

Members of the public who wish to make public comments may participate in this meeting by visiting: <https://txcourts.zoom.us/j/83810140925>

- I. Call to Order; Roll Call and Certification of Quorum
- II. Opening Remarks
- III. Review and Discussion of Uniform Format Manual Examples for Records Prepared by Court Reporters
- IV. Future Meetings (*To Be Announced. Meetings set as needed.*)
- V. Public Comments  
\*Comments will be limited to no more than three minutes\*  
(Please email public comments with your name and phone number to [compliance@txcourts.gov](mailto:compliance@txcourts.gov) by 5:00 p.m. on 10/12/2022, with "Public Comment" and your first and last name noted in the subject line.)
- VI. Adjournment

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A quorum of the Court Reporters Advisory Board serves on the Uniform Format Manual Committee. A quorum of the Board may meet as a Committee and deliberate on matters on the agenda before the committee.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations are requested to contact Tyees Holcombe at 512-475-4368 Ext. 6, or [compliance@txcourts.gov](mailto:compliance@txcourts.gov) five (5) working days prior to the meeting so appropriate arrangements can be made.