

## Interim Study Proposal Questionnaire Responses from Court Reporters

(Please type your answers under the questions and feel free to add as much detail as needed.)

1. Employee Name:
2. Judicial Circuit, District, and Supervising Judge's Name:
3. Years of state service as a Court Reporter for Circuit Courts:  
Average of 15.4
4. Years of county service as a Court Reporter prior to 1981:  
Of those eight employees with previous county service the average years is 7.35.
5. Please list any previous job experience you feel is relevant to your job as a Court Reporter:  
The majority of the previous experience reported was in legal services such as paralegal and legal secretary experience.
6. Do you have a post-secondary degree?  
Of 92 respondents the number of those with Post Secondary Degrees is 32.
7. If yes to question 6, what type of degree and in what field of study?  
Various
8. On average, how many hours per month do you spend preparing transcripts for non-indigent hearings and trials?  
Out of 63 respondents the average number of hours spent each month preparing non-indigent transcripts is 27.3.
9. How much of that is completed during work hours?  
The majority of the respondents completed transcripts during non-work hours on non-indigents cases
10. How much is completed during non-work hours?  
The majority of the respondents completed transcripts during non-work hours on non-indigents cases
11. On average, how many hours per month do you spend preparing transcripts for indigent hearings and trials?  
Out of 43 respondents the average number of hours spent each month preparing indigent transcripts is 28.4.

12. How much is completed during work hours?  
The majority of the respondents completed transcripts during non-work hours on indigent cases.
13. How much is completed during non-work hours?  
The majority of the respondents completed transcripts during non-work hours on indigent cases.
14. In addition to your state salary, what are you average yearly earnings from non-indigent transcript preparation?  
Of those that responded to this question the yearly average varied greatly according to court type. The earnings ranged from \$200-\$18,000 per year. The average of those that responded was \$3,543.
15. In addition to your state salary, what are you average yearly earnings from indigent transcript preparation?  
Of those that responded to this question the yearly average varied greatly according to court type. The earnings ranged from \$200-\$20,000 per year. The average of those that responded was \$3,112.
16. Do you freelance as a Court Reporter for private entities such as businesses, law firms, or commissions?  
Of 92 respondents the number of those that have done freelance transcription work for private entities is 17.
17. Do you freelance as a Court Reporter for any public entities such as state agencies, boards, or commissions?  
Of 92 respondents the number of those that have done freelance transcription work for public entities is 8.
18. If yes to question 16 or 17, do you perform any of these freelance duties during regular work hours?  
10 of the respondents indicated that they completed freelance transcription work during normal office hours.
19. Do you take leave for any freelance duties completed during regular work hours?  
7 of the 10 respondents that indicated they completed freelance transcription work during work hours indicated that they used leave to do freelance work.
20. Do you currently receive a county supplement to your state salary?  
There were no Court Reporters that indicated they received a county supplement.

21. If yes to question 20, which county or counties provide the supplement and how much do you receive per month?

N/A

22. Are you a Certified Realtime Court Reporter?

Three respondents indicated they were a Certified Realtime Court Reporter.

23. If yes to question 22, have you received an increase in your salary based on your completed certification?

Two out of the three that responded to this question indicated they received a increase to their salary. The third respondent did not indicate whether or not they received the increase.

24. Does a county provide you with an office/workstation or are you required to work from home?

30 of the respondents indicated they were not supplied with an office by their county or counties.

25. If you are provided an office/workstation, in what county is it located?

Various

26. Is this office/workstation located at the same county as your supervising judge's office/workstation?

27. If no to question 26, what is the office/workstation location of your supervising judge?

28. Please rank your 5 most important job duties with 1 being the most important.

The most common reply to this question was accurately transcribing the courtroom proceedings, storing and maintaining court records, preparing transcripts, assisting the judge, and general office duties.

29. Do you supervise other employees?

There was one respondent that indicated they supervised an employee and that employee was their transcriptionist. (Not a county or state employee)

30. If yes to question 29, how many people do you supervise?

N/A

31. Are they county or state employees?

N/A

32. On average, how many hours per week do you spend in a courtroom?

The respondents indicated they spent on average 28 hours per week in the courtroom.

33. Have you been granted leave other than Annual or Sick Leave in the past two years (examples include Compensatory Time, Administrative Leave, etc.)?  
Four respondents indicated they had been granted leave other than Annual or Sick Leave.
34. If yes, what was the purpose or reason for the additional leave?  
Of those four that responded yes, all of them indicated it was for comp. time, birthday, educational, or continuing education.
35. During the last two years was your office closed other than weekends or holidays?  
21 respondents indicated that their office was closed other than weekends or holidays.
36. If yes, for what purpose?  
The most common reason was due to inclement weather. Other responses included Drug Court Golf Tournament, broken air conditioner, local events, bomb threat, the judge and TCA taking vacations, and holiday (time between Christmas and New Years the office is/was closed).
37. Did you use leave time during any period when your office was closed?  
Two respondents indicated they used leave.
38. If yes to question 37, which type of leave did you use?  
Two respondents indicated they used either sick or annual leave.
39. Are you provided the necessary work supplies required to perform your job, such as court reporting machines, office equipment, printers, ink, etc?  
23 respondents indicated they were not provided necessary work supplies.
40. Do you provide any of your own equipment or supplies?  
All of the respondents indicated that they provide some or all the necessary equipment for court reporting.
41. Please list any equipment or supplies you provide.  
The most commonly supplied equipment was the steno machine, mask, and necessary supplies for transcription services.
42. Are you required to store evidence or court documents outside of a county provided office/workstation?  
28 respondents indicated that they are required to store evidence or court documents at their home or some type of storage facility for which they are responsible.