

## 1. Default Section

This survey is the first step in the process to gather information that will greatly assist us in the long-range planning study. Please answer candidly—your forthright opinions and observations will help us plan effectively. Please respond to the survey by 12 noon on Monday, April 13, 2009. There are 40 questions in the survey—please allow at least 30 minutes to complete it. Results of the survey will be tabulated and brought back to the group with suggested next steps.

### 1. In which judicial district are you an official reporter?

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- District 8
- I am not a permanent official reporter

### 2. What court do you work in?

- District Associate
- District

Other (please specify)

### 3. What types of proceedings do you report? (check all that apply)

- Large civil
- Small civil
- Domestic
- Felony
- Misdemeanor
- Traffic
- Grand jury
- Juvenile
- Probate
- Adoption
- Guardianship
- Domestic abuse

Other (please specify)

### 4. How long have you been a reporter (include freelance, captioning, CART, and official work)?

- Zero to 5 years
- Six to 10 years
- Eleven to 15 years
- Sixteen to 20 years
- Twenty-one to 25 years
- Twenty-six to 30 years
- Thirty-one to 35 years
- More than 35 years

Additional comments:

## 5. How long have you worked at your current job?

- Zero to 5 years
- Six to 10 years
- Eleven to 15 years
- Sixteen to 20 years
- Twenty-one to 25 years
- Twenty-six to 30 years
- Thirty-one to 35 years
- More than 35 years

Additional comments:

## 6. What certifications do you currently hold? (check all that apply)

- Iowa CSR
- RPR
- RMR
- RDR
- CRR
- Federal Realtime

Other state CSR (please specify state)

## 7. How frequently was your judge's assignment rotated prior to the budget crisis?

- Never
- Once a year
- Twice a year
- Three to five times a year
- Six to eight times a year
- Nine to eleven times a year
- Twelve or more times a year
- I don't know or not applicable

Additional comments:

**8. How frequently did your judge travel prior to the budget crisis restrictions? (If your judge had different assignments during the year which caused different amounts of travel, please compute an average.)**

- Never
- Once a month
- Two to five times a month
- Six to nine times a month
- Ten to thirteen times a month
- Fourteen to sixteen times a month
- Seventeen to nineteen times a month
- Twenty to twenty-two times a month
- More than twenty-two times a month
- I don't know or not applicable

Additional comments:

**9. How do you utilize senior judges? (check all that apply)**

- Senior judges are assigned duties that do not necessitate a reporter
- Senior judges are assigned duties that necessitate a reporter performing clerical duties
- Senior judges are assigned duties that necessitate a reporter for clerical and in-court proceedings

Other (please specify)

**10. Who assigns judges to their rotation (e.g., criminal, drug, domestic)?**

- Senior judge
- District Court Administrator
- Assistant Court Administrator
- Clerical person

Other (please specify)

## 11. Is there a managing reporter?

- Yes  
 No

Additional comments:

## 12. Who is your supervisor?

- Your judge  
 Your court administrator  
 Your assistant court administrator

Other (please specify)

## 13. In addition to reporting, what additional duties do you perform for your judge? (check all that apply)

- Realtime  
 General clerical duties  
 Phone  
 Scheduling  
 As requested  
 None

Other (please specify)

## 14. How are you assigned to reporting?

- I work exclusively with one judge  
 I am assigned to one judge, but fill in where needed with other judges  
 I work in a small pool of reporters (2 or 3)  
 I work in a large pool or reporters (4 or more)

Other (please specify)

## 15. How are absent reporters covered?

- By the other reporters in the district
- The court administrator finds a substitute
- The absent reporter is responsible to find a substitute
- The judge modifies the schedule
- The managing reporter finds a substitute

Other (please specify)

## 16. How much of your most recent complete workday (e.g., yesterday, last Friday) did you perform high priority work that must be done regardless of how long it takes? (include required travel as part of high priority work)

- All the workday plus additional time
- One full workday with no lunch time off
- One full workday with lunch time off
- One full workday with lunch time off and a break
- I took a half hour during the day to accomplish other tasks
- I took up to an hour during the day to accomplish lower priority work
- I took about a fourth of my day accomplishing lower priority work
- I took about half of my day accomplishing lower priority work
- I took about  $\frac{3}{4}$  of my day accomplishing lower priority work
- I took all or nearly all of my day accomplishing lower priority work

Additional comments:

## 17. Would you be willing during your workday to perform additional duties (e.g., legal research) for the Judicial Branch?

- Yes
- No

Additional comments:

## 18. How much time during a typical week would you have to perform additional duties for the Judicial Branch?

- None
- Half an hour
- An hour
- Two hours
- Half a day
- One day
- Two days
- Three or more days

Additional comments:

## 19. Do you write shorthand to a computer for your use only?

- Yes
- No

Other (please specify)

## 20. When do you write realtime for a judge?

- Every time we are in court
- When we have a hearing of substance
- For every trial
- Never

Other (please specify)

## 21. Do you hold the NCRA Certified Realtime Reporter designation?

- Yes
- No

Other (please specify)

## 22. If you don't hold the NCRA Certified Realtime Reporter designation, are you considering/working on it?

- Not applicable because I have it
- I am working on it (have taken the tests at least once)
- I am working on it (have a time target within 12 months to take the tests for the first time)
- I have been thinking about preparing (looking at the hardware and software)
- I have decided against trying for it
- I am undecided about it

Additional comments:

## 23. What are the duties and responsibilities of the District Court Administrator? (check all that apply)

- Oversee the business of the courts in their district
- Duties assigned by the Chief Judge of their district
- Assign judicial rotations
- Supervise reporters
- Supervise court attendants

Other (please specify)

## 24. What are the duties and responsibilities of the Assistant District Court Administrators?

- We don't have any
- Scheduling
- Supervise reporters
- Supervise court attendants

Other (please specify)

## 25. What are the duties and responsibilities of Court Attendants?

- Open court
- Retrieve and return court files
- Schedule cases
- Prepare orders and rulings

Other (please specify)

## 26. Who supervises the Court Attendants?

- Chief Judge
- District Court Administrator
- Assistant District Court Administrator
- Court reporter

Other (please specify)

## 27. How frequently are Court Attendants rotated among the judges?

- Never
- Once a year
- Twice a year
- Three times a year
- Once a month
- Once a week
- Daily

Other (please specify)

## 28. What are the strengths of digital audio recording?

## 29. What are the weaknesses of digital audio recording?

**30. What are your concerns should digital audio recording become a reality in your district?**

**31. On a five-point scale with one meaning "not well" and five meaning "extremely well", how well have you embraced technology?**

- One—not well
- Two
- Three—neutral
- Four
- Five—extremely well

Additional comments:

**32. On a five-point scale with one meaning "not well" and five meaning "extremely well", how well has your judge embraced technology?**

- One—not well
- Two
- Three—neutral
- Four
- Five—extremely well

Additional comments:

**33. On a five-point scale with one meaning "not well" and five meaning "extremely well", how well have your colleagues embraced technology?**

- One—not well
- Two
- Three—neutral
- Four
- Five—extremely well

Additional comments:

**34. On a five-point scale, rate the attitudes of the reporters in your district.**

- One—very negative
- Two
- Three—neutral
- Four
- Five—very positive

Additional comments:

**35. On a five-point scale, rate the overall skills of the reporters in your district.**

- One—very low
- Two
- Three—neutral
- Four
- Five—very high

Additional comments:

**36. On a five-point scale, rate the legal profession's knowledge of official reporters' services in your district.**

- One—very low
- Two
- Three—neutral
- Four
- Five—very high

Additional comments:

**37. What is the most important consideration the ICRA Board should take into account as it plans for the future?**

**38. Describe the strengths of the court reporter population in your district based on attitude, skills and knowledge:**

**39. Describe the weaknesses of the court reporter population in your district based on attitude, skills and knowledge:**

**40. Describe the opportunities for the court reporter population in your district based on support from others who know about your attitudes, skills and knowledge:**

**41. Describe the threats to the court reporter population in your district based on lack of support from others who know about your attitudes, skills and knowledge:**

**42. What other comments do you want to make sure we hear and understand?**