



Board of Legal Document Preparers

Arizona State Courts Building
1501 West Washington Street
Phoenix, Arizona 85007

November 25, 2013
Time: 10:00 a.m.
Hearing Room 109

Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

Mary Carlton
Paul Friedman
Bonnie Matheson
Becky Nilsen

Telephonically Present:

Jerry Thomas
Mary Jo Randall
Debbie Young
Hon. Samuel Myers
Pamela Milburn
Cheri Clark

Absent:

Deborah Colon-Mateo

OTHER ATTENDEES

AOC Staff:

Mark Wilson
Michelle Martinez
Debbie MacDougall
Kimberly Siddall
Bill MacIntyre
Michelle Jackson

Guests:

Doug Nebel
Jessica Tinoco
Michael Logan
Matilde Ortiz
Jess Lorona

CALL TO ORDER

Called to Order By:

Mary Carlton, Chair

Time: 10:01 a.m.

1) REVIEW AND APPROVAL OF MEETING MINUTES

Individuals Addressing the Board:

Mary Carlton, Chair

1-A: *Review, discussion and possible action regarding approval of the regular session minutes of the meeting of September 25, 2013.*

Discussion: None

Motion: Move to approve.

Motion Proposals: First Paul Friedman
Second Mary Carlton

Motion Results: Pass

Recusal: Bonnie Matheson

2) REVIEW OF PENDING COMPLAINTS

Individuals Addressing the Board:

Bill MacIntyre

2-A: *Review, discussion and possible action regarding the following certificate holder complaints:*

*Complaint Number 09-L055 – Titan Lien Services
Complaint Number 13-L017 – AAA Legal Services, Inc.*

Discussion: *Complaint Number 09-L055 – Titan Lien Services*

Motion: Move to issue a Letter of Concern for Allegation 2 and dismiss Allegation 3. [Note: The Board dismissed Allegation 1 on April 25, 2011.]

Motion Proposals: First Pamela Milburn
Second Mary Carlton

Motion Results: Pass

Recusal: Paul Friedman

Discussion: *Complaint Number 13-L017 – AAA Legal Services, Inc.*

Motion: Move to dismiss the complaint.

Motion Proposals: First Paul Friedman
Second Bonnie Matheson

Motion Results: Pass

2-B: *Review, discussion and possible action regarding the following complaints dismissed by the Division Director pursuant to Arizona Code of Judicial Administration § 7-201(D)(4)(a) and (H)(2)(a):*

*Complaint Number 13-L023
Complaint Number 13-L032*

Discussion: *Complaint Number 13-L023*

Motion: Move to affirm the dismissal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Complaint Number 13-L032*

Motion: Move to affirm the dismissal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

3) ADMINISTRATIVE ISSUES

Individuals Addressing the Board: Division Staff

3-A: *Update regarding complaints processed by diversion pursuant to Administrative Order 2012-83.*

Discussion: No cases in diversion at this time.

3-B: *Review, discussion, and possible action regarding the establishment of the 2014 Board meeting schedule.*

Discussion: Dates for the 2014 Board schedule are proposed to the Board.

Motion: Move to accept the 2014 Board schedule.

Motion Proposals: First Paul Friedman
Second Becky Nilsen
Motion Results: Pass

3-C: *Discussion regarding certification renewals.*

Discussion: Mark Wilson addressed the Board regarding the delay for 2014 renewals.

4) INITIAL CERTIFICATION APPLICATIONS

Individuals Addressing the Board: Kimberly Siddall

4-A: *Review, discussion and possible action regarding the following pending applications for the 2013-2015 standard certification period:*

*Elizabeth Williams
Cecilia Alcala
Armando Sotelo
Krista Cline
Melinda Hawthorne
Kenda Trimpe
Jennifer Sanderson
Dawn Garcia
Michelle Worhacz
Sherri Barrios
Rebecca Bottjen
Phyllis Wilbanks
Carri Brown
Majestic's Legal Services (Derek Haigh)
AZ Legal Document Preparation, LLC (Judith Block)
Vanessa Bermudez
Centro De Progreso, LLC (Vanessa Bermudez)*

Discussion: *Elizabeth Williams
Cecilia Alcala
Armando Sotelo
Krista Cline
Melinda Hawthorne
Kenda Trimpe
Jennifer Sanderson
Michelle Worhacz
Dawn Garcia
Sherri Barrios*

Rebecca Bottjen

Motion: Move to grant initial certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Phyllis Wilbanks*

Motion: Move to grant initial certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Carri Brown*

Motion: Move to deny initial certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Majestic's Legal Services (Derek Haigh)*

Motion: Move to grant initial business entity certification.

Motion Proposals: First Mary Carlton
Second Judge Samuel Myers

Motion Results: Pass
Recusals Pamela Milburn, Paul Friedman, Bonnie Matheson

Discussion: *AZ Legal Document Preparation, LLC (Judith Block)*

Motion: Move to grant initial business entity certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Vanessa Bermudez*

Motion: Move to grant initial certification as recommended by staff.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Centro De Progreso, LLC (Vanessa Bermudez)*

Motion: Move to grant initial business entity certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

4-B: *Review, discussion and possible action regarding the request to withdrawal the following applications:*

*Becky Strand
Almar Services*

Discussion: *Becky Strand
Almar Services*

Motion: Move to accept the withdrawal of Ms. Strand's application and the business application.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

4-C: *Review of Business Entity Exemption Requests for the 2013-2015 certification period:*

*Key Legal Document Solutions, PLC (Bernadette DeAngelis)
AZ Legal Document Preparation, LLC (Judith Block)*

Discussion: *Key Legal Document Solutions, PLC (Bernadette DeAngelis)*

Motion: Move to grant Business Entity Exemption request.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *AZ Legal Document Preparation, LLC (Judith Block)*

Motion: Move to grant Business Entity Exemption request.

Motion Proposals: First Paul Friedman

Second Becky Nilsen

Motion Results: Pass

4-D: *Interview with applicant Amelia Mora.*

Discussion: Ms. Mora is unable to attend due to a prior commitment out of the country.

Motion: Move to defer to the January 2014 meeting.

Motion Proposals: First Paul Friedman

Second Becky Nilsen

Motion Results: Pass

4-E: *Review, discussion and possible action regarding the September 23, 2013 denial of the certification application of Michael Logan.*

Discussion: Michael Logan and his attorney, Jess Lorona address the Board.

Motion: Move to continue this agenda item until Mr. Logan and Mr. Lorona have sufficient time in which to draft the proposed probationary terms regarding Mr. Logan's certification.

Motion Proposals: First Paul Friedman

Second Jerry Thomas

Motion Results: Pass

Recusal Pam Milburn

CALL TO THE PUBLIC

Mary Carlton, Chair

None

ADJOURNMENT

Mary Carlton, Chair

Motion: Move to adjourn.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Time: 10:46 a.m.