

Board of Legal Document Preparers

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

Date: January 27, 2014

Time: 10:00 a.m.

Hearing Room 109

Approved Regular Meeting Minutes

MEMBER ATTENDANCE

Present:

Mary Carlton
Cheri Clark
Becky Nielsen
Paul Friedman

Telephonically Present:

Deborah Young
Mary Jo Randall
Jerry Thomas
Bonnie Matheson
Pamela Milburn
Debra Colon-Mateo

Absent:

Judge Samuel Myers

OTHER ATTENDEES

AOC Staff:

Linda Grau
Kimberly Siddall
Pasquale Fontana
Mark Wilson
Michelle Martinez
Debbie MacDougall

Guests:

CALL TO ORDER

Called to Order By:

Mary Carlton, Chair

Time: 10:02 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 November 25, 2013.

Discussion: None

Motion: Move to approve.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

2) REVIEW OF PENDING COMPLAINTS

Individuals Addressing the Board:

Linda Grau

2-A: Review, discussion and possible action regarding complaint number 13-L004 involving former certificate holder Brent Miller.

Discussion: Complaint Number 13-L004 Brent Miller.

Motion: Move to accept staff's recommendation for filing and service of Notice of Formal Statement of Charges and to issue a Censure.

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 diversion cases to report to the Board at this time.

3-B: *Nomination and election of the 2014 Legal Document Preparer Board vice chair.*

Discussion: Nominations: Deborah Colon-Mateo and Becky Nilsen

Motion: Becky Nilsen is elected as vice chair for 2014.

3-C: *Review, discussion and possible action regarding continuing education compliance.*

Discussion: Continuing education fees and timeframes.

Motion: Move to continue assessing a \$50.00 delinquent continuing education fee when a certificate holder fails to complete the continuing education requirement. If found to be in noncompliance, the legal document preparer shall be subject to auditing for two years and their certificate is at risk for future renewals.

Motion Proposals: First Paul Friedman
Second Cheri Clark

Motion Results: Pass

Recusal:

4) INITIAL CERTIFICATION APPLICATIONS

Individuals Addressing the Board:

Linda Grau

4-A: *Review, discussion and possible action regarding the denial of the certification of Michael Logan.*

Discussion: Denial of Michael Logan's certification.

Motion: Move to accept staff's recommendation to deny certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Abstain Pamela Milburn

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

Discussion: Amelia Mora is present and is interviewed by the Board.

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

1. *Josie Sorensen*
2. *Deisy Perez*
3. *Rochelle Wooddell*
4. *Zachary Green*
5. *F W A Estate Planning (Jeffrey Biro)*

Discussion: *Josie Sorensen*

Motion: Move to defer to the next meeting and request an interview with the applicant.

Motion Proposals: First Paul Friedman
Second Deborah Colon-Mateo

Motion Results: Pass

Discussion: *Deisy Perez*

Motion: Move to deny initial certification.

Motion Proposals: First Cheri Clark
Second Becky Nilsen

Motion Results: Pass

Recusal: Abstain Paul Friedman

Discussion: *Rochelle Wooddell*

Motion: Move to defer to the next meeting.

Motion Proposals: First Paul Friedman
Second Pamela Milburn

Motion Results: Pass

Discussion: *Zachary Green*

Motion: Move to deny initial certification.

Motion Proposals: First Paul Friedman
Second Mary Carlton

Motion Results: Pass

Recusal: Abstain Becky Nilsen

Discussion: *F W A Estate Planning (Jeffrey Biro)*

Motion: Move to deny initial certification.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

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

1. *Omni Construction Notices, LLC*
2. *Stefanie Montgomery Jochums*

Discussion: *Omni Construction Notices, LLC*

Motion: Move to accept the withdrawal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: *Stefanie Montgomery Jochums*

Motion: Move to accept the withdrawal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

5) **CERTIFICATION AND ELIGIBILITY**

Individual Addressing the Board: Kimberly Siddall

5-A: *Review, discussion, and possible action regarding the following pending applications for renewal of certification:*

1. *Julian Anderson*
2. *Michael Anderson*
3. *Marley Beard*
4. *Elizabeth Beatty*
5. *Kusum Behari*
6. *Eugenia Benavente*
7. *Daniel Benhaim*
8. *Peteris Berzins*
9. *Susan Beyette*
10. *David Bishop*
11. *Deborah Blunt*
12. *Jenifer Bone*
13. *Allan Bonhoff*
14. *Cynthia Bowman*
15. *Suzette Brown*
16. *Valerie Burcks*
17. *Marius Cailean*
18. *Gregory Carlson*
19. *Elaine Carlton*
20. *Alicia Celis (Montes)*
21. *Jacquelyn Chambers*
22. *Elizabeth Clements*
23. *Lindsay Cline*
24. *Glenda Collings*
25. *Jeannie Collins*
26. *Christina Collura*
27. *Deborah Colon-Mateo*
28. *Armida Coronado*
29. *Kendra Crandall*
30. *Edward Daily*
31. *Angela Darling*
32. *Marcie Davies*
33. *Dan Davis*
34. *Daniel Dawson*
35. *Leonard Deehan*
36. *Sergio Diaz*
37. *Kellie Dicarlo*
38. *Tracey Dombroski*
39. *Mary Dunn*
40. *Angela Eastlack*
41. *Mary Jo Edel*

42. *Michele Esslinger*
43. *Jeffery Esslinger*
44. *Emil Estopare*
45. *Bruce Evers*
46. *Yesenia Feliciano*
47. *Vicki Fink*
48. *Brian Finn*
49. *Edith Funk*
50. *Kimberly Gagliardi*
51. *Vivian Gallagher*
52. *Barry Goldman*
53. *Edna Gomez-Green*
54. *Angelique Granillo*
55. *Linda Hill*
56. *Diane Hobson*
57. *Rochelle Hoekstra*
58. *Mary Hopf*
59. *Christopher Hoyt*
60. *Nannette Jones*
61. *Linda Kellogg*
62. *John Kincaid*
63. *Victoria King*
64. *Kari Kirk*
65. *Tracey Kokumo Craig*
66. *Karen Kosies*
67. *John Kroeger*
68. *Bernard Kruer*
69. *Elaine Lacasella*
70. *Leanora Lagas*
71. *Frances Langston-Hancock*
72. *Marlene Leatherwood*
73. *Erica Leblang*
74. *Stephen Lee*
75. *Patricia Lewis*
76. *Warner Lewis, III*
77. *Donald Lincoln*
78. *Maria Lungo*
79. *Katherine MacDonald*
80. *Jeanne Malys*
81. *Raul Manzanares*
82. *Dawn Martin*
83. *Robyn McCraw*
84. *Alejandra Mena*
85. *Darlene Merrill*
86. *Marlene Morton*
87. *Brook Murray*

88. *Elizabeth O'connor*
89. *Andrea Parisi*
90. *Debra Parks*
91. *Larry Parks*
92. *Daniel Peterson*
93. *Melinda Pierce*
94. *Vellia Pina*
95. *John Price*
96. *Nancie Raddatz*
97. *Mary Jo Randall*
98. *Ronald Reed*
99. *Joann Regan*
100. *Vicky Rehak*
101. *Amber Ridenhour*
102. *Emma Rigollot*
103. *Aubree Roach*
104. *Jose Robledo*
105. *Patricia Rockwell*
106. *Victoria Roff*
107. *Mary Rosenthal*
108. *Marwan Sadeddin*
109. *Phillip Salmon*
110. *Amy Saylor*
111. *Eric Schoeller*
112. *Trenton Seay*
113. *Linda Seger*
114. *Ranae Settle*
115. *Michael Shadel*
116. *Linda Shadel*
117. *Lupita Shestko-Montiel*
118. *Jack Sides*
119. *Jenny Sieles*
120. *Marianne Smith*
121. *Edward Smith*
122. *Barton Stevens*
123. *Kara Stewart*
124. *Jennifer Stupski*
125. *James Tewalt*
126. *Jerry Thomas*
127. *Cheryl Thurman*
128. *Lisa Tonge*
129. *Sonya Torres*
130. *Katherine Trojahn*
131. *Stephanie Villalobos*
132. *Cassandra Wagner*
133. *Loray Walker*

134. Cheryl Wall
135. Sheila Webster
136. Chris West
137. Wendy Whitehair
138. Jane Whitley
139. Samantha Whittle
140. Eloy Wilson
141. Cynthia Wood
142. Karla Wyrostek
143. Heather Yearack
144. Cassandra Andrick
145. Jennifer Cabble
146. Jennifer Hammans
147. Jeremy Kahn
148. Kimberly Lamberty – included the late fee
149. Eugenia "Jeanne" Lien
150. Joy Partridge
151. Juan Torres
152. Rachel Wright
153. Concepcion Zambrano
154. Elaine Anghel
155. Joyce Brendel
156. Jolie Fontana-Black
157. Deborah Moldovan
158. Oliver Ross
159. Mary Carlton
160. Brian Lincks
161. Elaine Kaufman
162. Darlene Landgrave
163. Kristel Nielsen
164. Armando Saenz
165. Dawn Snead
166. Melissa Tenny
167. Tracy Boen
168. Robin Davis
169. Michael Jaimes

Discussion: Renewal of applicants # 1-50.

Motion: Move to grant renewal.

Motion Proposals: First Paul Friedman
 Second Mary Carlton

Motion Results: Pass

Discussion: Renewal of applicants # 51-100.

Motion: Move to grant renewal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: Renewal of applicants # 101-143.

Motion: Move to grant renewal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: Renewal of applicants # 145,150 and 151.

Motion: Due to noncompliance of CE, move to defer these applicants to the next meeting with the opportunity for an interview.

Motion Proposals: First Becky Nilsen
Second Paul Friedman

Motion Results: Pass

Discussion: Renewal of applicants # 144,146-149,152 and 153.

Motion: Move to grant renewal and assess a late fee of \$50.00.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: Renewal of applicants # 154-158.

Motion: Move to grant renewal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass
Abstain Becky Nilsen as to Applicant 156

Discussion: Renewal of applicants # 159 and 160.

Motion: Move to grant renewal.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass
Abstain Mary Carlton as to Applicant 159 (herself)

Discussion: Renewal of applicants #161-167.

Motion: Move to grant renewal with additional language to be included in letter as recommended.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

Discussion: Renewal of applicants # 168-169.

Motion: Move to grant renewal and assess \$50.00 late fee and include additional language in letter as recommended.

Motion Proposals: First Paul Friedman
Second Becky Nilsen

Motion Results: Pass

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: 11:21 a.m.