

Supreme Court Board of Legal Document Preparers

Arizona State Courts Building
1501 West Washington, Phoenix, AZ 85007
Conference Room 345B
10:00 a.m. – 2:00 p.m.

May 15, 2006

Approved Regular Session Meeting Minutes

Members Present:

Judge Roland Steinle
Mary Carlton
Vellia M. Piña
Donald F. Steward
J. Ward Sturm
Nancy Swetnam

Telephonically Present:

Dr. Roger Hartley
Virlynn Tinnell
Carol L. Wells
Jacqui Velde

AOC Staff Present:

Linda Grau
Nina Preston
Kimberly Siddall
Brenda Dominguez
Dara Fonseth
Richard Sczerbicki
Kirk Smith
Sebastian Zavalo

Members Absent:

Frank Costanzo

Guest(s)

Kristina Cervone

CALL TO ORDER

The regular session was called to order by Judge Roland Steinle at 10:06 a.m.

REVIEW AND APPROVAL OF MEETING MINUTES

Regular and Executive Session Minutes for the meeting of February 27, 2006.

Review of meeting minutes for February 27, 2006 was deferred as recommended by Program staff until the June 12th meeting.

Regular and Executive Session Minutes for the meeting of April 24, 2006.

Review of meeting minutes for April 24, 2006 was deferred as recommended by Program staff until the June meeting.

ADMINISTRATIVE ISSUES

Review and discussion regarding proposed revisions of Arizona Code of Judicial Administration §§ 7-201 and 7-208 for Board recommendation to the Arizona Judicial Council.

Linda Grau asked the Board to make recommendations to the Arizona Judicial Council and Supreme Court regarding the proposed revisions to ACJA §§ 7-201 and 7-208.

Regarding ACJA § 7-201,

A **motion** was made by Nancy Swetnam to recommend the Arizona Judicial Council and the Supreme Court adopt the provision in ACJA § 7-201 whereby all dismissed complaints found by the Division Director to have no jurisdiction, no merit (i.e. if true would not constitute a violation) to be confidential and all other complaints become open for public inspection upon probable cause review, including complaints dismissed by the Board after probable cause review. J. Ward Sturm seconded the motion. Roger Hartley, Carol Wells, Jacqui Velde and Donald Steward opposed. Motion passed. **LDP-06-124**

Nancy Swetnam informed the Board the Attorney General's Office recommended the Board's existing policy regarding proxies be amended to strike the provision in its entirety.

A **motion** was made by Nancy Swetnam to recommend the Arizona Judicial Council and the Supreme Court modify § 7-201, Appendix A, to disallow Board member voting proxies in matters pertaining to certification determinations and disciplinary actions and to allow voting proxies in all other matters which come before the Board. Mary Carlton seconded the motion. Roger Hartley opposed. Motion passed. **LDP-06-125**

A **motion** was made by Judge Roland Steinle to recommend to the Arizona Judicial Council and the Supreme Court the adoption of § 7-201 as presented with the amendments which have been previously discussed and voted upon. Roger Hartley seconded the motion. Motion passed. **LDP-06-126**

Regarding ACJA § 7-208,

Regarding the proposed amendments to ACJA § 7-208 (F)(3) entitled "Identification", Linda Grau reported Program staff has been unable to locate any administrative or non-judicial agency which reported it would reject or otherwise not accept a document bearing the name, title and certification number of a certified legal document preparer. Ms. Grau recommended the Board discuss and consider the following alternative proposal for this subsection:

Identification. Beginning in July 1, 2003, a certified legal document preparer shall include the legal document preparer's name, the title "Arizona Certified Legal Document Preparer" or the abbreviation "AZCLDP," and the legal document preparer's certificate number on all documents prepared by the legal document preparer, unless expressly prohibited by a non-judicial agency or entity. A legal document preparer providing services on behalf of a certified business entity shall also include the business entity name and certificate number on all documents prepared, unless expressly prohibited by a non-judicial agency or entity. The legal document preparer shall also provide their name, title and certificate number upon request.

A **motion** was made by Mary Carlton to recommend to the Arizona Judicial Council and the Supreme Court to adopt the recommended alternative language offered by Program staff for § 7-201(F)(3). Nancy Swetnam seconded the motion. Motion passed. Carol Wells, Donald Steward, and Vellia M. Piña opposed. **LDP-06-127**

Regarding ACJA § 7-208 (F)(5) and the supervision of trainees, the Board reviewed and discussed proposed revisions to § 7-208 (F)(5)(a) and (c).

A **motion** was made by Roger Hartley to recommend to the Arizona Judicial Council and the Supreme Court to adopt the recommended proposed revisions to ACJA § 7-208 (F)(5)(a) and (c). Mary Carlton seconded the motion. Motion passed. **LDP-06-128**

Linda Grau reported Program staff recommends continuing education compliance be measured through the proposed audit compliance method. The implementation of an audit style reporting system would eliminate the need for pre-approval of events and review of all renewal applicants documentation. The model proposed is consistent with that currently administered by other regulatory entities, other Certification and Licensing Division programs, and the State Bar of Arizona. The Board review and discussed the proposed revision related to continuing education.

A **motion** was made by Nancy Swetnam to recommend to the Arizona Judicial Council and the Supreme Court adoption of the revised continuing education requirement and reporting provisions of AJCA § 7-208 to be administered through a compliance audit model. Donald Steward seconded the motion. Motion passed. **LDP-06-129**

The Board reviewed and discussed the proposed amendments to ACJA § 7-208 Appendix A Code of Conduct, Standard 2(b). Nancy Swetnam proposed the Board recommend the Arizona Judicial Council and Supreme Court approve and adopt the following alternative language for this subsection:

A legal document preparer shall be truthful and accurate when advertising or representing the legal document preparer's qualifications, skills or abilities, or the services provided. A legal document preparer shall demonstrate respect for the legal system and for those who serve it, including judges, judicial staff, other legal document preparers and public officials. A legal document preparer shall not make a statement that the legal document preparer knows to be false or with reckless disregard as to its truth or falsity concerning the qualifications or integrity of a judge, adjudicatory officer, public legal officer, legal document preparer or judicial staff.

A **motion** was made by Nancy Swetnam to recommend to the Arizona Judicial Council and Supreme Court adoption of the above language regarding Appendix A, Standard 2(b). J. Ward Sturm seconded the motion. Motion passed. **LDP-06-130**

Regarding the proposed fee increases, Nancy Swetnam stated the Program is self-funded and currently fee revenues are not meeting expenditures.

A **motion** was made by Nancy Swetnam to recommend to the Arizona Judicial Council and Supreme Court the adoption of ACJA § 7-208 as presented with the amendments which have been previously discussed and voted upon. Mary Carlton seconded the motion. Motion passed. **LDP-06-131**

Review and discussion regarding State Bar of Arizona Unauthorized Practice of Law Advisory Committee Opinion number 06-02.

The Board discussed and reviewed Advisory Committee Opinion number 06-02. The Board directed staff to circulate the opinion to the active certificate holders for informational purposes. The Board took no position on the Opinion.

Nomination and election of 2006-07 Vice Chair.

J. Ward Sturm nominated Dr. Roger Hartley to serve as Vice Chair for the 2006-07 appointment period.

A **motion** was made by Judge Roland Steinle to accept the nominate and appoint Dr. Roger Hartley as the 2006-07 Vice Chair of the Board of Legal Document Preparers. Donald Steward seconded the motion. Dr. Roger Hartley recused. Motion passed. **LDP-06-132**

CERTIFICATION AND ELIGIBILITY

Review and discussion regarding certification voluntary surrender request of Wendy Schwingel, AZCLDP number 80627.

A **motion** was made by Judge Roland Steinle to deny the voluntary surrender request of Wendy Schwingel, certificate number 80627, and for Program staff to send a letter to Ms. Schwingel stating her license will expire at midnight on June 30, 2006. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-133**

Review and discussion regarding request of Patricia Taylor, AZCLDP number 80299, to retake the LDP Examination.

A **motion** was made by Nancy Swetnam to grant Patricia Taylor's request to retake the LDP Examination and to direct Program staff to notify Ms. Taylor she must participate in the LDP Examination no later than June 9, 2006. Judge Roland Steinle seconded the motion. J. Ward Sturm opposed. Motion passed. **LDP-06-134**

Review and discussion regarding request of Rosa Montoya, AZCLDP number 80504, to retake the LDP Examination.

A **motion** was made by Nancy Swetnam to grant Rosa Montoya's request to retake the LDP Examination and to direct Program staff to notify Ms. Montoya she must participate in the LDP Examination no later than June 9, 2006. Donald Steward seconded the motion. J. Ward Sturm abstained. Motion passed. **LDP-06-135**

Review and discussion regarding request of Brian Gauthier, AZCLDP number 80854 to retake the LDP Examination.

Review and discussion regarding request of Cheryl Thurman, AZCLDP number 80855 to participate in the LDP Examination.

Review and discussion regarding request of Lisa Sandifer, AZCLDP number 80849 to participate in the LDP Examination.

A **motion** was made by Nancy Swetnam to grant Brian Gauthier's request to retake the LDP Exam and to grant Cheryl Thurman and Lisa Sandifer's requests to participate in the LDP Exam; and to direct Program staff to notify Mr. Gauthier, Ms. Thurman and Ms. Sandifer they must participate in the examination no later than June 9, 2006. Donald Steward seconded the motion. J. Ward Sturm abstained. Motion passed. **LDP-06-136**

Review and discussion regarding Continuing Education Extension Request from Scott Boyer, AZCLDP number 80836.

Review and discussion regarding Continuing Education Extension Request from Melinda Pierce, AZCLDP number 80839.

A **motion** was made by Judge Roland Steinle to deny the Continuing Education Extension Request, without prejudice, submitted by Scott Boyer for Mr. Boyer himself and Melinda Pierce, and to direct Program staff to contact Mr. Boyer and Ms. Pierce and request they resubmit their request for extension after completing the required continuing education hours as their renewal applications are incomplete until the required hours have been completed. J. Ward Sturm seconded the motion. Motion passed. **LDP-06-137**

BREAK - 11:45 A.M.

BREAK ENDED – 12:03 P.M.

Review and discussion of proposed Consent Agreement for certification of denied initial individual applicant Charlene DeLucia.

The Board reviewed and discussed the proposed Consent Agreement regarding denial of the initial certification of Charlene DeLucia. The Board directed Program staff to invite Assistant Attorney General Jeanne Galvin to the next Board meeting to discuss the Consent Agreement.

A **motion** was made by Judge Roland Steinle to defer the matter of proposed Consent Agreement for certification of denied initial individual applicant Charlene DeLucia until the June Board meeting and request legal advice from Board's counsel. Donald Steward seconded the motion. Motion passed. **LDP-06-138**

Review and discussion regarding participation in one hour of ethic based curriculum continuing education.

Linda Grau reported a renewal application had been received in which all of the ethics credit presented by the applicant occur at event in which the applicant presented the courses and the documentation provided failed to reflect the applicant had attended any ethics based events the applicant had not presented. Ms. Grau requested the Board discuss and determine if the Continuing Education Policy regarding each certificate holder completing one hour of ethics credit included presenting ethics materials or actually attending an ethics based event. The Board discussed the policy and determined an applicant has complied with the policy of they were the presenter of an ethics based curriculum but did not otherwise attend an ethics based event.

Review and discussion regarding possible Board action involving examination participants who fail the exam and do not submit a written request to retake the exam.

At the April meeting the Board requested this agenda item in an attempt to determine the number of active certificate holders who had failed the exam and did not submit a request to retake the exam. Program staff reported there are currently 23 active legal document preparers who were unsuccessful in their first attempt on the exam who have not requested an opportunity to retake the exam. The Board took no action.

REVIEW OF PENDING COMPLAINTS

Review and discussion of possible Consent Order regarding pending Superior Court Petition for Cease and Desist Order against non-certificate holder Michelle Roth.

Program staff provided the Board with a copy of a proposed Consent Order in which non-certificate holder Michelle Roth agrees to cease and desist from providing document preparation related services without valid certification. Ms. Grau recommended the Board enter the Consent Agreement with Ms. Roth. The Board discussed the issue of agreeing to waive investigative and court costs.

A **motion** was made by Judge Roland Steinle to adopt the Consent Order in the matter of Michelle Roth, waive investigative and court costs, and authorize Judge Roland Steinle to sign the Consent Order on behalf of the full Board. Donald Steward seconded the motion. Motion passed. **LDP-06-139**

Update regarding Superior Court Cease and Desist Order against non-certificate holder Carlton Jerome Henderson.

Linda Grau reported Carlton Jerome Henderson consented to a Cease and Desist Order in open court before Judge Swann of the Superior Court in Maricopa County. Matters relating to Mr. Henderson's non-certified business entity remain pending before the Superior Court.

Review and discussion regarding complaint numbers 03-L041, 04-L018, 05-L018, 05-L077, 05-L078, 05-L079, 05-L117, 06-L004, 06-L012, and 06-L021.

Regarding complaint numbers 03-L041, 04-L018, 05-L077, 05-L117 and 06-L004,

A **motion** was made by Judge Roland Steinle to enter a finding probable cause exists in complaint numbers 03-L041, 04-L018, 05-L077, 05-L117 and 06-L004 and grounds for discipline exist pursuant to ACJA § 7-208 (H)(1)(a)(1), (H)(1)(a)(1) and (H)(1)(a)(3). Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-140**

A **motion** was made by Judge Roland Steinle to direct Program staff to proceed with the filing of Notice of Formal Charges and Right to Hearing involving certificate holders Pamela Brown and Dakota Document Services; to include the proposed sanctions of revocation of certification; issuance of a cease and desist order, orders of restitution and assessment of costs associated with the investigations and future proceedings, and the establishment conditions of reinstatement, should the Board ultimately enter a finding that violations have occurred. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-141**

Regarding complaint numbers 05-L018 and 05-L078,

A **motion** was made by Judge Roland Steinle to enter a finding probable cause does not exist the alleged acts of misconduct occurred in complaint numbers 05-L018 and 05-L078 and the complaints be dismissed. Virlynn Tinnell seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-142**

Regarding complaint number 05-L079,

A **motion** was made by Judge Roland Steinle to enter a finding probable cause exists in complaint number 05-L079 and grounds for discipline exists pursuant to ACJA § 7-208 (H)(1)(a)(3). It was further moved the Board issue an Advisory Letter to the certificate holder and require the certificate holder to participate in no less than two hours of approved continuing education in the curriculum areas of grammar or writing skills no later than August 1, 2006 and these hours are not applicable to the annual 10 hour continuing education renewal requirement. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-143**

Regarding complaint number 06-L012,

A **motion** was made by Judge Roland Steinle to enter a finding probable cause exists in complaint number 06-L012 and grounds for discipline exist pursuant to ACJA § 7-208

(H)(1)(a)(2) in complaint number 05-L012. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-144**

A **motion** was made by Judge Roland Steinle to direct Program staff to prepare and issue a Letter of Concern to Nicole Stearns, certificate number 80794. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-145**

Regarding complaint number 06-L021,

A **motion** was made by Judge Roland Steinle to enter a finding probable cause exists in complaint number 06-L021 and grounds for discipline exists pursuant to ACJA § 7-208 (H)(1)(a)(2). Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-146**

A **motion** was made by Judge Roland Steinle to direct Program staff to prepare a Notice of Formal Charge and Right to Hearing against Laura Tebaqui-Soto, certificate number 80822, and authorize Program staff to pursue resolution of the complaint by Consent Agreement. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-147**

Review and discussion regarding non-certificate holder complaint numbers NC-035, NC-044, NC-055, NC-067, NC-082, NC-106, NC-123, NC-131, NC-146, NC-147, NC-160, NC-173, NC-175, NC-200, NC-201, NC-203, NC-213, NC-219, NC-225, NC-228, NC-238, NC-240, NC-241, NC-247, NC-251, NC-252, NC-257, NC-259, NC-260, NC-265, and NC-314.

Linda Grau reported Program staff has attempted to reach the following individuals and business entities via U.S. Mail at the address provided with each non-certificate holder complaint referral. Upon receipt of return mail, additional attempts to locate these individuals and business entities have been unsuccessful. Ms. Grau recommended the Board close these non-certificate holder complaints:

NC-146	Isabel Mirandi-Lintz
NC-055	Servicios Latinos
NC-173	JBC Legal Group, P.C.
NC-175	Paul Gutierrez
NC-240	Maryann Sinclair
NC-201	Maryann Sinclair
NC-252	National Sentry Corp. dba Bankruptcy First
NC-257	Ruby Navarro
NC-259	Richard Dugger dba Professional Legal & Consulting Services
NC-200	All About Divorce

A **motion** was made by Judge Roland Steinle to close the non-certificate holder complaint numbers listed above. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-148**

Linda Grau reported the following individuals and business entities have provided written statements reporting they are not in the business of preparing legal documents for the public or non-represented consumers. Should contrary information be presented to the Program, Ms. Grau reported staff would return to the Board with a request for formal action. Ms. Grau recommended the Board close the following non-certificate holder complaints:

NC-082 Affordable Legal Documents
NC-160 LegalZoom dba PROXILAW
NC-213 Starr Litigation Services, Inc.
NC-228 Paralegal Services
NC-238 Cynthia D. Gollihar
NC-241 Carol A. Severyn
NC-247 Elizabeth Madril dba La Consul Immigration Consulting Services
NC-260 Alfonso G. Ramirez
NC-314 Elizabeth Madril dba La Consul Immigration Consulting Services
NC-147 Rebecca Bornstein

A **motion** was made by Judge Roland Steinle to close the non-certificate holder complaint numbers listed above, but the Board reserves the right to proceed with formal action if additional information is presented to the Program which is contrary to the written statements on file. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-149**

Linda Grau reported the following business entities or the sole proprietors operating these businesses have submitted applications for certification subsequent to being contacted by the Program about the non-certificate holder complaints. Program staff has confirmed these business entities or the sole proprietors operating the entities hold active certification. Ms. Grau recommended the Board close these non-certificate holder complaints:

NC-203 A 1 Bankruptcy
NC-219 Anderson Paralegal
NC-265 A 1 Paralegal

A **motion** was made by Donald Steward to close the non-certificate holder complaint numbers listed above. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-150**

Linda Grau reported the investigation of the following non-certificate holder complaints and written responses received from the named individuals has provided evidence these individuals are providing legal services prohibited for non-lawyers. Ms. Grau recommended the Board close these non-certificate complaints and refer them to the State Bar of Arizona for investigation:

NC-251 Carroll A. Clark
NC-067 Pamela Lopez
NC-123 Pamela Lopez

A **motion** was made by Judge Roland Steinle to close the non-certificate holder complaint numbers listed above and refer these complaints to the State Bar of Arizona. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-151**

Linda Grau reported the following non-certificate holders have failed to respond to the Program regarding the non-certificate holder complaints. Ms. Grau recommended the Board order the subject of these complaints to respond no later than June 9, 2006:

NC-035 Affordable Paralegal Services
NC-106 Incorporatettime.com
NC-044 Self-Help Probate Services
NC-131 Self-Help Probate Services
NC-225 Shaaron Miller dba Just Child Support

A **motion** was made by Mary Carlton ordering the above listed non-certificate holders respond to the Board with either an application for certification or written statement by June 9, 2006. Judge Roland Steinle seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-152**

Review and discussion regarding Superior Court Petition for Cease and Desist Order against Lafayette Moses and Just Us Paralegals aka Just Us & Associates involving non-certificate holder complaint numbers NC-366, 06-L040, and 06-L042.

A **motion** was made by Mary Carlton to file a Petition for Cease and Desist Order in the Superior Court against Lafayette Moses and Just Us Paralegals aka Just Us & Associates pursuant to § 7-208 (H)(1)(c). Judge Roland Steinle seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-153**

Review and discussion regarding ACJA § 7-208 (H)(6)(c) default on Notice of Formal Charges by Vincent Lopano, AZCLDP number 80631 in complaint numbers 05-L012, 05-L081, 05-L094, and 05-L104.

A **motion** was made by Judge Roland Steinle to enter a finding Vincent Lopano, certificate number 80631, is in default on the Notice of Formal Charges pursuant to § 7-208 (H)(6)(c) and to authorize Judge Roland Steinle to sign the Final Order issued in these complaints on behalf of the full Board, adopting the Facts and Conclusions stated in the Notice of Formal Charges. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-154**

A **motion** was made by Judge Roland Steinle adopt the Proposed Disciplinary Sanctions as stated in the Notice of Formal Charges against Vincent Lopano, certificate number 80631, to include a suspension of certification for a period of no less than 90 days, issuance of a cease and desist order, imposition of fines, assessment of costs, issuance of a restitution order, and the establishment of specified reinstatement

requirements. Virlynn Tinnell seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-155**

REVIEW OF CERTIFICATION APPLICATIONS

Kimberly Siddall reported the following applicants have submitted applications for renewal to Standard certification. However, program records reflect the applicants are not qualified to apply for renewal to Standard certification because they have not passed the LDP Examination. Ms. Siddall recommended the Board deny renewal to Standard certification to these applicants pursuant to ACJA 7-208 (E)(5)(b)(1)(a) for failure to meet the eligibility requirements for Standard certification. Ms. Siddall also recommended the Board direct staff to notify these applicants their existing certificates expire at midnight on June 30, 2006, and pursuant to ACJA 7-208 (E)(4)(b)(5) they do not have a right to request a hearing.

Linda K. Poole
Cynthia J. Wood

A **motion** was made by Judge Roland Steinle to deny renewal to Standard Certification to Linda Poole and Cynthia Wood, pursuant to § 7-208(E)(5)(b)(1)(a) for failure to meet the eligibility requirements for Standard certification, specifically for not having passed the LDP Examination. J. Ward Sturm seconded the motion. Motion passed. **LDP-06-156**

Kimberly Siddall reported the following applicants previously submitted applications for Initial certification. After being contacted by Program staff, at the direction of the Board, regarding the July 1, 2006 transition to Standard certification, the applicants agreed to take the steps necessary to convert their pending applications for Initial certification for consideration for Standard certification. The applications are complete; no information has been presented during the background review which is contrary to certification being granted. The applicants have demonstrated they meet the minimum eligibility requirements for certification. Ms. Siddall recommended Standard certification be granted, effective July 1, 2006, to the following entities:

TLC Enterprises, LLC (Shawnterry Cato)
We the People of Mesa, AZ, Inc. (Karen Strauss)

A **motion** was made by Judge Roland Steinle to grant Standard Certification to TLC Enterprises, LLC and We the People of Mesa, AZ, Inc. effective of July 1, 2006. Virlynn Tinnell seconded the motion. Motion passed. **LDP-06-157**

Kimberly Siddall reported the following applicant for Initial certification, after being contacted by Program staff, at the direction of the Board, regarding the July 1, 2006 transition to Standard certification, agreed to take the steps necessary to convert her pending application for Initial certification for consideration for Standard certification. The application is complete and no information has been presented during the background review which is contrary to certification being granted. However, the applicant has not participated in the LDP Examination. Ms. Siddall recommended the Board grant Standard certification to the applicant contingent on her

participating in and passing the examination within 90 days, with certification being effective only upon notice of her successful participation in the exam, whichever date is later.

Brittney N. Mendez

The Board discussed the recommendation.

A **motion** was made by Nancy Swetnam to defer the application of Brittney N. Mendez until the June meeting and for Program staff to advise Ms. Mendez the LDP Examination must be taken and passed before she can be considered for Standard certification. J. Ward Sturm seconded the motion. Judge Roland Steinle opposed. Motion passed. **LDP-06-158**

Kimberly Siddall reported the following applications remain incomplete or pending the receipt of background review results. Ms. Siddall recommended further review of these applications be deferred to the June 12th meeting:

Eddie W. Taylor
Statewide Document Preparation (Eddie W. Taylor)
George H. Chant, III
Joel F. Velarde
Amalia Alvarez-Vieyra

A **motion** was made by Judge Roland Steinle to defer consideration of the applications for the above listed individuals and business entities until the June 12th meeting. Mary Carlton seconded the motion. Motion passed. **LDP-06-159**

Regarding the following application, Kimberly Siddall recommended the Board consider and enter a certification determination based on the information previously obtained by the Board regarding the applicant's education and experience. Ms. Siddall recommend that if the Board grants certification it do so as Standard certification, on the condition the applicant participate in and pass the examination within 90 days, with certification being effective July 1, 2006, or only upon notice of his successful participation in the exam, which ever date is later.

Yared B. Mekonnen

A **motion** was made by Judge Roland Steinle to defer the application for certification submitted by Yared Mekonnen to the June 12th meeting and to direct Program staff to advise Mr. Mekonnen he must participate in and pass the LDP Examination before he can be considered for Standard certification. Nancy Swetnam seconded the motion. Motion passed. **LDP-06-160**

Kimberly Siddall recommended the Board deny certification to the following applicant pursuant to ACJA 7-208 (E)(5)(b)(1)(a) as the applicant does not meet the requirements for certification based on ACJA 7-208 (E)(3)(a)(5)(a), specifically, she lacks a minimum of two years of law-related experience under the supervision of a licensed attorney, or providing services in

preparation of legal documents prior to July 1, 2003, or under the supervision of certified legal document preparer after July 1, 2003, or as a court employee.

Martha G. Borga

A **motion** was made by Nancy Swetnam deferring the certification application submitted by Marths Borga until the June 12th meeting and to direct Program staff to request additional information from Ms. Borga regarding her meeting the minimum requirements for certification. Donald Steward seconded the motion. Motion passed.
LDP-06-161

Kimberly Siddall recommended the following requests for business entity exemption status be granted for the 2006–2007 certificate period:

TLC Enterprises, LLC (Shawnterry Cato)
Valleywide Legal Documents, LLC (Karen Cooley)
We the People of Mesa, AZ, Inc (Karen Strauss)

A **motion** was made by Judge Roland Steinle to grant Business Entity Exemptions to above listed business entities. Mary Carlton seconded the motion. Motion passed.
LDP-06-162

CALL TO THE PUBLIC

No response.

ADJOURN

A **motion** was made by Nancy Swetnam to adjourn. Mary Carlton seconded the motion. Motion passed. **LDP-06-163**

Meeting adjourned at 1:14 p.m.

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