

# BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda - Monday, September 18, 2006

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 - 10:00 a.m. - 2:00 p.m. in Conference Room 230

General Inquiries Call: (602) 364-2378 (Certification and Licensing Division Line)

Members of the Public May Attend Meeting in Person

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For any item listed on the agenda, the Board may vote to go into Executive Session for advice of counsel and/or to discuss records and information exempt by law or rule from public inspection, pursuant to the Arizona Code of Judicial Administration, Section § 1-202 (C)(5)(b) and (c).

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**CALL TO ORDER .....Judge Steinle, Chair**

**1) REVIEW AND APPROVAL OF MEETING MINUTES.....Judge Steinle, Chair**

*1-A: Regular and Executive Session Minutes for the meeting of July 17, 2006.*

**2) ADMINISTRATIVE ISSUES.....Linda Grau**

*2-A: Update regarding adoption of revisions to Arizona Code of Judicial Administration §§ 7-201 and 7-208.*

*2-B: Discussion regarding Board Member training presented by CLEAR and division staff on December 4, 2006.*

*2-C: Review and discussion regarding 2007 Board Meeting schedule.*

**3) CERTIFICATION AND ELIGIBILITY .....Division Staff**

*3-A: Review and discussion regarding denial of initial individual certification to Charlene DeLucia and possible Consent Agreement.*

*3-B: Review and discussion regarding possible Consent Agreement involving applicant Joelle Sammetinger.*

*3-C: Review and discussion regarding possible Consent Agreement involving applicant AMcN Group, LLC (Marcia Nolan-Malsack).*

*3-D: Review and discussion regarding possible Consent Agreement involving applicant Melissa Gray.*

- 3-E: *Review and discussion regarding request of Rosa Guzman to retake the LDP Examination.*
- 3-F: *Review and discussion regarding request of Cynthia Wood to retake the LDP Examination.*
- 3-G: *Review and discussion regarding request of Patricia Rangel to retake the LDP Examination.*
- 3-H: *Review and discussion regarding request of Saydee Ramos to retake the LDP Examination.*
- 3-I: *Review and discussion regarding request of Socorro Castenada to retake the LDP Examination.*
- 3-J: *Update regarding A.R.S. § 12-323(B) and Arizona Supreme Court Administrative Order number 2006-75 regarding fingerprint background reviews of applicant for legal document preparer certification.*
- 3-K: *Review of pending requests for continuing education credit approval.*

**4) REVIEW OF PENDING COMPLAINTS ..... Division Staff**

- 4-A: *Review and discussion regarding complaint numbers 04-L023, 04-L053, 05-L030, 05-L074, 05-L082, 05-L105, 05-L112, and 06-L019.*
- 4-B: *Review and discussion of proposed settlement offer regarding the pending disciplinary action in complaint numbers 05-L005, 05-L059, and 05-L071 involving Steven Wyner.*
- 4-C: *Review and discussion regarding Non-Compliance Report.*
- 4-D: *Review and discussion regarding pending disciplinary actions involving complaint numbers:*
  - 05-L088 – Alfred Brown*
  - 05-L091 - Deborah Gilman*
  - 05-L092 – Caitlin Larkin*
  - 05-L093 – Cynthia Lenzie*
  - 05-L095 – Hallie Marr*
  - 05-L096 – Marilyn Monda*
  - 05-L097 – Patricia Morrison*
  - 05-L098 – Deborah Munoz*
  - 05-L100 – Wendy Sara-Kalisz*

05-L120 – Edgar Meza  
06-L020 – Jennie Rhodes  
06-L021 – Laura Tebaqui-Soto

4-E: *Review, discussion, and interviews regarding non-certificate holder complaint numbers:*

NC-112        Bonnie Huffman  
NC-349        Bonnie Huffman  
NC-250        Jerry Williams/Williams and Assoc. & Paralegal Services  
NC-255        Laura Marshall  
NC-263        Richard Starks/Desert Crest Financial Services LLC  
NC06-L055    Robert Voss

4-F: *Review and discussion regarding non-certificate holder complaint numbers NC-222, NC-279, NC-356, NC-106, NC-315, NC06-L071, NC-262, NC-320, NC-324, NC-357, NC06-L061, NC06-L062, NC06-L064, NC06-L066, NC06-L075, NC-132, NC-290, NC-292, NC-358, NC-359, NC-06-L072, and NC-118.*

**5)      REVIEW OF CERTIFICATION APPLICATIONS .....Kimberly Siddall**

5-A:        *Review of pending applications for Standard certification.*

5-B:        *Review of pending applications for renewal to Standard certification.*

5-C:        *Review of Business Entity Exemption and Exemption Extension Requests for the 2006-07 certificate period.*

**CALL TO THE PUBLIC .....Judge Steinle, Chair**

**ADJOURN .....Judge Steinle, Chair**

**PENDING APPLICATIONS FOR 2006-2007 STANDARD CERTIFICATION:** *The following applications for Individual and Business Entity Certification have been submitted and will be considered by the Board at this meeting:*

Jill C. Smith  
Barbara L. Watson Ledger  
Linda Hill  
Vanessa Henderson  
Nancy James  
Tiffany A. Lehr

Marni E. Gramhill  
Mark R. Shook  
Betty Singer  
Titan Lien Services, Inc. (Jill C. Smith)  
We the People USA, Inc. (Penny Murua)  
Robert D. Beck  
Carolyn M. Murray  
Lisa Showalter  
Brent J. Miller  
Betty Singer  
Kimberly E. Wagster  
David D. Wilcox  
Steele Larson Anderson Legal, LLC (Thomas Steele)  
Residential Asset Management Coompany, LLC (Kristina L. Cervone)  
Ashley Renee Enterprises Corporation (G. Preston Parker)  
American Living Trust Services, LLC (Dennis Lawrence)  
Amalia Alvarez-Vieyra  
Brittney N. Mendez  
Joel F. Velarde

**PENDING APPLICATIONS FOR RENEWAL TO 2006-2007 STANDARD CERTIFICATION:** *The following applications have been submitted for Individual and Business Entity renewal to Standard certification and will be considered by the Board at this meeting:*

Peter Fargo  
Cheryl Thurman  
Tina Wickland  
Darla Winters  
Asset Protectors, LLC (Peter Fargo)  
Edward F. Daily CPA, P.C. (Edward F. Daily)  
Resolutions Solutions, LLC (Scott A. Anderson)  
Rider Hunt Levett & Bailey LTD (Julian Anderson)  
Heckinger & Associates (Robert F. Heckinger)  
Premier Community Management, Inc. (Robert E. Lipsey)  
Saddlebrooke Homeowners' Association #1, Inc. (John D. Price)  
Dan Peterson Property Management, LLC (Dan D. Peterson)  
Su Oficina Express, LLC (Nadia R. Meza)  
Nadia R. Meza  
Capital Corporate & Living Trust Services, Inc. dba Capital Legal Services, Inc.  
(Matthew Witman)  
Michael James  
Charlotte Hargreaves  
Tracy Stanfield  
Hasslacher Tax & Financial, LLC (John Hasslacher)

Caprenos Inc. (Cynthia Wood)  
Immigration Assistance Center, LLC (Barbara Morejon)  
Barbara Morejon

**PENDING BUSINESS ENTITY EXEMPTION EXTENSION REQUESTS:** *The following business entities have submitted a request for Business Entity Exemption Extension for the 2006-2007 certificate period and will be considered by the Board at this meeting:*

Saddlebrooke Homeowners' Association #1, Inc. (John D. Price)  
Edward F. Daily CPA, P.C. (Edward F. Daily)  
Resolutions Solutions, LLC (Scott A. Anderson)  
Rider Hunt Levett & Bailey LTD (Julian Anderson)  
Asset Protectors, LLC (Peter Fargo)  
Heckinger & Associates (Robert F. Heckinger)  
Premier Community Management, Inc. (Robert E. Lipsey)  
Dan Peterson Property Management, LLC (Dan D. Peterson)