

BOARD OF NONLAWYER LEGAL SERVICE PROVIDERS

Meeting Agenda – July 20, 2026

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 - 10:00 A.M. Conference Room 106/Zoom

General Inquiries Call: 602-452-3378 (Certification and Licensing Division Line)

Members of the public may attend meeting in person or remotely.

For any item listed on the agenda, the Board may vote to go into Executive Session for advice of counsel (under ACJA Sec. 1-202(C)(5)(c)) or for discussion or consideration of records or matters made confidential or privileged by statute, court rule, or the Arizona Code of Judicial Administration (under ACJA Sec. 1-202(C)(5)(b)).

CALL TO ORDER..... Don Bivens, Chair

1) NEW MEMBER WELCOME AND THANK YOU'S..... Division Staff

1-A: Introduction of the following new members:

1. Diana Young was appointed on July 1, 2026, as a Legal Document Preparer member of the Board of Nonlawyer Legal Service Providers.

1-B: Thank you to the following outgoing members:

1. Chelsea Woodworth was a Legal Paraprofessional member of the Board of Nonlawyer Legal Service Providers from July 1, 2022 through May 19, 2026.

2) RECORD OF MEMBER RECUSALS FOR THIS MEETING..... Division Staff

3) REVIEW AND APPROVAL OF MINUTES..... Don Bivens, Chair

3-A: Review, discussion, and possible action regarding adopting the regular session recording and written minutes of the meeting held on May 18, 2026.

4) PENDING COMPLAINTS.....Division Staff

4-A: Update regarding pending complaints.

4-B: Review, discussion, and possible action regarding Complaint No. 25-L006 involving certificate holder, Anh Kim Doan Pickell.

4-C: Review, discussion, and possible action regarding Complaint No. 25-L007 involving certificate holder, Deborah Barber.

5) INITIAL CERTIFICATION AND LICENSUREDivision Staff

5-A: Review, discussion, and possible action regarding the following applications for initial individual and/or business legal document preparer licensure:

1. Araceli Barajas
2. Rania Sabri Dagdoni
3. Sedona Legal Document Services, LLC
4. Valerie Schonely
5. Teresa Vail
6. Opal Venell
7. Rayshawnda Arechiga

8. Sammijo Johnson
9. Allison Lusk
10. Ebonee Walters
11. PerriAngela Wickham
12. Daisy Rosado
13. Oksana Babadzhanova
14. LegalFlow, LLC
15. Martha Rodriguez

5-B: Review, discussion, and possible action regarding the following applications for initial individual legal paraprofessional licensure:

1. Cynthia Wences-Nunez – Family Law
2. Christina Drake – Family Law
3. Jodie Alami – Civil and Administrative Law
4. Sabrina Shanahan – Family Law

6) RENEWAL CERTIFICATION AND APPLICATIONSDivision Staff

6-A: Review, discussion, and possible action regarding the following applications for renewal of individual and/or business entity certification:

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| 1. Arizona Legal Ease, Inc. DBA
Arizona Legal Smart | 13. Agret LLC |
| 2. Cindy Allen | 14. James Gough |
| 3. Maria Galaviz Barajas | 15. Corrina McIntire |
| 4. Lori Barrett | 16. Emma Rigollot |
| 5. Handle, Inc. | 17. Excelsior Family Services |
| 6. Alan Bonhoff | 18. Dale Shephard |
| 7. Christopher Bonhoff | 19. Dar-Liens, Inc |
| 8. Arizona Wills and Trusts of Tucson, LLC | 20. Stephen Trezza |
| 9. Kristyn Carmichael | 21. Monica Valenzuela |
| 10. Edna Gomez-Green | 22. Elizabeth Clements |
| 11. Fresh Start Women's Foundation | 23. AZ Document Preparation Services, LLC |
| 12. Christopher Gonzales | 24. Eric Selten |
| | 25. Nationwide Legal Network, Inc. |

7) CERTIFICATION /LICENSURE AND ELIGIBILITY.....Division Staff

7-A: Review, discussion, and possible action regarding voluntary surrender request received from the following legal paraprofessional license holders:

1. Chelsea Woodworth -- Resignation

7-B: *Review, discussion, and possible action regarding inactive status request received from the following legal paraprofessional license holders:*

1. Alise Eckel
2. Jared Gunn

7-C: *Review, discussion, and possible action regarding request from examinee Clifton Diaz to retake the Family law exam for a seventh time.*

8) ADMINISTRATIVE ITEMS.....*Division Staff*

8-A: *Update on Legal Service Innovations Programs.*

8-B: *Division Updates.*

CALL TO THE PUBLIC..... *Don Bivens, Chair*

LIMITED RESPONSE TO CALL TO THE PUBLIC..... *Don Bivens, Chair*

*Individual members of the Board may take one or more of the following actions: (a) respond to criticism made in Public Comment; (b) ask staff to review a matter raised in public comment; or (c) ask that a matter raised in public comment be put on a future agenda. **NOTE: Neither the Board as a whole nor Staff are permitted to discuss a matter raised in public comment and the Board is not permitted to vote on a matter raised during an open call to the public unless the matter was otherwise properly noticed on the meeting agenda for discussion and legal action***

ADJOURN..... *Don Bivens, Chair*

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Division at 602-452-3378 or TDD 602-452-3534. A person requesting an accommodation should make the request as early as possible to allow time to arrange the requested accommodation.

Next Meeting:

September 28 at 10:00 A.M.

BOARD OF NONLAWYER LEGAL SERVICE PROVIDERS

Agenda Summary – July 20, 2026

4) PENDING COMPLAINTS

4-A: Update regarding pending complaints.

As of July 9, 2026, there are 13 open complaints.*

** Complaints are open until probable cause is determined. The total open complaints represent complaints currently under investigation.*

LEGAL DOCUMENT PREPARER COMPLAINTS

Age (Months)	Number Cases	Percent
0-5	6	46.1%
6-11	5	38.5%
12-17	1	7.7%
18-22	1	7.7%
23 & over	0	0.0%
Total	13	100%

Previous complaint chart presented at the May 11, 2026, Board meeting:

Age (Months)	Number Cases	Percent
0-5	9	64.3%
6-11	3	21.4%
12-17	2	14.3%
18-22	0	0.0%
23 & over	0	0.0%
Total	14	100%