

# BOARD OF LEGAL DOCUMENT PREPARERS

## Meeting Agenda – Monday, November 26, 2012

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 – 10:00 a.m. – Conference Room 109

General Inquiries Call: (602) 452-3378 (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 § 1-202(C).

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**CALL TO ORDER .....***Mary Carlton, Chair*

**1) REVIEW AND APPROVAL OF MEETING MINUTES.....***Mary Carlton, Chair*

*1-A: Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of September 24, 2012.*

**2) REVIEW OF PENDING COMPLAINTS.....***Linda Grau & Debbie MacDougall*

*2-A: Review, discussion and possible action regarding the proposed Consent Agreement resolution of complaint number 12-L012 involving certificate holder Calah Thomas.*

*2-B: Review, discussion and possible action regarding the proposed Consent Agreement resolution of complaint number 11-L044 involving certificate holder Shari Nestor.*

*2-C: Review, discussion and possible action regarding the proposed Consent Agreement resolution of complaint number 10-L057 involving certificate holder Mark Bluemke.*

*2-D: Review, discussion and possible action regarding the proposed Consent Agreement resolution of complaint number 11-L020 involving certificate holder Donna Vangury.*

*2-E: Review, discussion and possible action regarding the proposed Consent Agreement resolution of complaint number 05-L047 involving certificate holder Janneth Cardenas.*

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

*Complaint Number 04-L025 – Leonora Morrell*

*Complaint Number 04-L029 – Leonora Morrell*

*Complaint Number 05-L015 – Leonora Morrell*

*Complaint Number 05-L026 – Leonora Morrell*

*Complaint Number 05-L087 – Kenneth Singer*

*Complaint Number 08-L019 – George Preston Parker & Ashley Renee Enterprises dba Dar-Liens*

2-G: *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 NC12-L048*

2-H: *Review, discussion and possible action regarding the Superior Court in Maricopa County Special Action Judicial Review of the disciplinary action involving AAM, LLC.*

### **3) ADMINISTRATIVE ISSUES .....Debbie MacDougall**

3-A: *Review, discussion, and possible action regarding the establishment of the 2013 Board meeting schedule.*

### **4) INITIAL CERTIFICATION APPLICATIONS .....Kimberly Siddall**

4-A: *Review, discussion and possible action regarding the following pending applications for the 2011-2013 standard certification period.*

1. *Michelle Wehrli*
2. *Arizona Divorce Center, LLC (Elizabeth Clements)*
3. *Shane Smith*
4. *CS Jefferson Companies, LLC (Edith Funk)*
5. *Katherine MacDonald*
6. *Armida Coronado*
7. *James Carter*
8. *Teri Parcels*
9. *A+ Mail and Business Center, Inc (Teri Parcels)*
10. *Anthem Paralegal Services, LLC (Dubravka Sinno)*
11. *Farnsworth & Thomas, LLC (Calah Thomas)*
12. *Envision HR, LLC (Fedelyne Bernabe)*
13. *Wendy Whitehair*
14. *Nova Brown*

15. *Michael Dugger*
16. *Michael Pierce*
17. *Scott Smithson, Jr.*
18. *Christian Soto*
19. *Monica Valenzuela*
20. *Janice Tellez*
21. *Eugenia Benavente*
22. *Patricia Rockwell*
23. *Kellie Dryer*
24. *Angelique Granillo*
25. *Stacie Duke*
26. *Stefanie Montgomery Jochums*
27. *Stephanie Villalobos*
28. *Alan DiSomma*
29. *Payson Legal Document Preparers (Alan DiSomma)*
30. *PDFS, Inc. (Michael Jaimes)*
31. *Arizona Family Law Center, LLC (Georgiana Aguilar)*
32. *My Arizona Paralegal LLC (Stephanie Villalobos)*

4-B: *Review of Business Entity Exemption Requests for the 2011-2013 initial certification period:*

1. *Arizona Divorce Center, LLC (Elizabeth Clements)*
2. *Envision HR, LLC (Fedelyne Bernabe)*
3. *My Arizona Paralegal LLC (Stephanie Villalobos)*

**5) CERTIFICATION AND ELIGIBILITY .....*Kimberly Siddall***

5-A: *Review, discussion, and possible actions regarding the request for continuing education (CE) from Kimberly Sisk.*

**CALL TO THE PUBLIC..... *Mary Carlton, Chair***

**ADJOURN..... *Mary Carlton, Chair***