

BOARD OF NONLAWYER LEGAL SERVICE PROVIDERS

Meeting Agenda – Wednesday, January 27, 2021

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 – 10:00 A.M. – Conference Room 119

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

Members of the Public May Attend Meeting in Person

For any item listed on the agenda, the Committee 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).

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

1) REVIEW AND APPROVAL OF MEETING MINUTES.....Don Bivens, Chair

1-A: Review, discussion and possible action regarding approval of the regular session minutes of the meeting of December 15, 2020.

2) WELCOME TO NEW MEMBERS.....Don Bivens, Chair

2-A: Board of Nonlawyer Legal Service Providers Member Introductions

3) LEGAL SERVICE PROVIDER PROGRAMS.....Suzanne Porter, CLD

3-A: Overview of the Legal Document Preparer and Legal Paraprofessional Programs

4) OPEN MEETINGS AND PUBLIC RECORDS REQUIREMENTS.....Mark Wilson, CLD

4-A: Review and discussion of compliance with open meeting and public records requirements.

5) LEGAL DOCUMENT PREPARER CERTIFICATION RENEWAL.....Division Staff

5-A: Presentation, discussion and possible action regarding 2021 legal document preparer certification renewal.

6) 2021 MEETING CALENDAR

6-A: Review of proposed 2021 meeting dates.

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

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