

# BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda - Monday, November 22, 2010

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 – 10:00 a.m. - 2:00 p.m. in 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** .....*Les Krambeal, Chair*

**1) REVIEW AND APPROVAL OF MEETING MINUTES**.....*Les Krambeal, Chair*

*1-A: Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of September 27, 2010.*

*1-B: Review, discussion, and possible action regarding approval of the executive session minutes of the meeting of September 27, 2010.*

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

*2-A: Review, discussion and possible regarding the proposed Consent Agreement resolution of pending formal disciplinary action involving complaint number 08-L057 and certified legal document preparer Deborah Albert.*

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

*Complaint Number 10-L012 – Elizabeth Moore*

*Complaint Number 10-L022 – Estelle Gaudreau*

*2-C: Review, discussion and possible regarding the proposed Consent Agreement resolution of pending formal disciplinary action involving complaint numbers 09-L073 and 09-L079 and certified legal document preparers Darren Ortiz and Legal Awareness Arizona, LLC.*

*2-D: Review, discussion and possible regarding the proposed Consent Agreement resolution of pending formal disciplinary action involving complaint number 10-L025 and certified legal document preparer Mark Schmit.*

*2-E: Review, discussion and possible action regarding the formal disciplinary action involving complaint number 07-L079 and certificate holder Marty Grant.*

2-F: *Review, discussion and possible action regarding non-certificate holder complaint numbers:*

- Complaint Number NC08-L074 – Van Rylin & Associates, Inc.*
- Complaint Number NC05-L133 – Rob Andrew and Peoples Courthouse*
- Complaint Number NC05-L145 – Rob Andrew*
- Complaint Number NC07-L024 – Rob Andrew*
- Complaint Number NC07-L061 – Rob Andrew*
- Complaint Number NC08-L004 – Rob Andrew*
- Complaint Number NC08-L040 – Rob Andrew*
- Complaint Number NC09-L022 – Rob Andrew*
- Complaint Number NC10-L024 – TheBankruptcyPlace.com*
- Complaint Number NC10-L004 – 3 Amigos Tax & Paralegal Services and  
Thomas Minich*
- Complaint Number NC10-L001 – Alpha Omega Family Services*
- Complaint Number NC09-L082 – Legacy One, LLC and Alisha Larson*
- Complaint Number NC10-L002 – Christine Springer and Desert Edge Legal  
Services, LLC*
- Complaint Number NC09-L072 – LAN & Associates, LLC and Leona Payne*

2-G: *Review, discussion and possible action regarding complaint numbers 04-L027 and 04-L032 involving Tiffany DiGregorio aka Tiffany Flick and The Document Source, LLC.*

2-H: *Review, discussion and possible action regarding Hearing Officer Craig Tindall's Recommendation Report involving Ken Volk and complaint numbers 06-L079, 06-L098, 06-L118 and 07-L011.*

2-I: *Review, discussion and possible action regarding possible Consent Agreement resolution of complaint number 08-L008 involving Karina Morales and Servicios Hispanos.*

2-J: *Review, discussion and possible action regarding Hearing Officer Frederick Berry's Recommendation Report regarding complaint numbers 06-L048, 09-L025, Rae Heimer and Divorce and Family Documents, doing business as dba Bankruptcy & Divorce.*

2-K: *Review, discussion and possible action regarding the proposed Consent Agreement resolution of pending formal disciplinary action involving complaint numbers 09-L088 and 10-L030 and certified legal document preparers Elaine Anghel and Tri-City Property Management Services, Inc.*

**3) ADMINISTRATIVE ISSUES .....Division Staff**

3-A: *Review, discussion, and possible action regarding the nomination and election of the 2011 vice chair.*

**4) INITIAL CERTIFICATION APPLICATIONS .....Division Staff**

*4-A: Review, discussion, and possible action regarding pending applications for 2009-2011 initial certifications.*

1. John W. Dawson
2. Joyce A. Brendel
3. Nikki J. Parker
4. Tamera K. Martin
5. Diane M. Hobson
6. Debra L. Cassidy
7. Christi L. Weedon
8. Janee D. Pousson
9. Amber R. Jackson
10. Susan C. Langford
11. Vicky A. Halleck
12. Dawn E. Polk
13. Mandi Hemming
14. Christopher W. Ambrasio
15. Amy C. Dicochea
16. Barry R. Goldman
17. William R. Zenk
18. Paul R. Noseworthy
19. Calah L. Thomas
20. Joel S. Heller
21. Rhonda L. Carder
22. Brenda J. Stuart
23. Lynette M. Torres
24. EZ Legal Documents, L.L.C. (Mandi Hemming)
25. Golden Valley Collections, LLC (Joyce A. Brendel)
26. Tracy's Legal Doc Prep Service, LLC (Tracy L. Reay)
27. Daphne J. A. Metzger
28. Camerin-Charles E. Hawthorne
29. Metropolis Loans (Camerin-Charles E. Hawthorne)
30. John D. Price
31. Morrison Group, Inc. (Patricia L. Morrison)

*4-B: Review of Business Entity Exemption Request for the 2009-2011 initial certification period:*

1. EZ Legal Documents, LLC (Mandi Hemming)
2. Metropolis Loans (Camerin-Charles E. Hawthorne)
3. Tracy's Legal Doc Prep Service, LLC (Tracy L. Reay)

*4-C: Review, discussion and possible action regarding initial application for certification submitted by Martha M. Barraza.*

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

- 5-A: *Review, discussion and possible action regarding Hearing Officer Daniel Jurkowitz's Recommendation Report involving the denial of the individual certification application submitted by James D. Jenkins.*
- 5-B: *Review, discussion and possible action regarding Hearing Officer David Pennartz's Recommendation Report involving the denial of the individual certification application submitted by Mitchell Varbel.*
- 5-C: *Review, discussion and possible action regarding Hearing Officer Daniel Jurkowitz's Recommendation Report involving the denial of reinstatement of certification application submitted by Julie Haigh.*

**CALL TO THE PUBLIC..... Les Krambeal, Chair**

**ADJOURN..... Les Krambeal, Chair**