

BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda - Monday, February 23, 2009

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

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).

CALL TO ORDER*Les Krambeal, Chair*

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

1-A: *Review and approval of the regular session minutes of the meeting of November 24, 2008.*

1-B: *Review and approval of the regular session minutes for the meeting of December 15, 2008.*

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

2-A: *Review, discussion, and possible action regarding non-certificate holder complaint number NC09-L003 involving Michael Harold and Legal Aid Assisted Document Preparation, LLC.*

2-B: *Report, discussion, and possible action regarding complaints dismissed by the Division Director pursuant to Arizona Code of Judicial Administration § 7-201 (D)(4)(a) and (H)(2)(b):*

Complaint Number 08-L006

Complaint Number 08-L052

Complaint Number 08-L068

Complaint Number NC08-L071

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

Complaint Number 03-L028 – Josephine Norton

Complaint Number 03-L029 – Josephine Norton

Complaint Number 08-L044 – Richard Slatin and Divorce, Custody, and Child Support Services, Inc.

Complaint Number 08-L018 – Richard Slatin and Divorce, Custody, and Child Support Services, Inc.

- 2-D: *Review, discussion, and possible action regarding non-certificate holder complaint number NC08-L074 involving Janet Summers and Van Rylin Associates.*
- 2-E: *Review, discussion, and possible action regarding non-certificate holder complaint number NC08-L035 involving Michael Hawkins and LLC Filing Services.com.*
- 2-F: *Review, discussion, and possible action regarding pending formal disciplinary action involving Vanessa Henderson and Arizona Legal Specialists, LLC and complaint numbers 07-L012 and 08-L027.*
- 2-G: *Review, discussion, and possible action regarding non-certificate holder complaint number NC08-L020 involving Patricia Milino and Document Diva, LLC.*
- 2-H: *Review, discussion, and possible action regarding "Motion to Extend Time to Secure Reinstatement" received from suspended legal document preparers Julie Haigh and Majestic's Paralegal Center.*
- 2-I: *Review, discussion, and possible action regarding non-certificate holder complaint number NC09-L006 involving Consiglieri, LLC dba Consiglieri Legal Services.*
- 2-J: *Review, discussion and possible action regarding non-certificate holder complaint numbers:*

NC08-L072	Dan Cornell
NC07-L062	Shelley Wilson
NC09-L004	Business Services Etc., Inc.
NC08-L028	Emerald Rain Production
NC07-L071	Littleton Long, Inc./Martha Leyvas
NC07-L050	Littleton Long, Inc./Martha Leyvas
NC08-L073	Phan Hung Dinh

- 2-K: *Review, discussion and possible action regarding complaint number 09-L010 involving suspended certificate holders Russell Ehlinger and Mtn. Holiday, Inc.*

3) ADMINISTRATIVE ISSUESDivision Staff

- 3-A: *Introduction of new board member.*
- 3-B: *Review, discussion and possible action regarding the certification renewal application deadline pursuant to Arizona Code of Administration § 7-201 (G)(2).*

4) REVIEW OF CERTIFICATION APPLICATIONSDivision Staff

- 4 -A: *Review, discussion, and possible interview and action regarding pending business application of Joyce's Services Corporation.*
- 4-B: *Review, discussion, and possible action regarding pending applications for 2007-2009 initial Standard certification.*

Carissa Olson
Pamela Hofmann
Carrie Montoya
Michele Gilley
Expert Tax & Accounting Services, LLC (Marla De La Torre)
Signature Documents, LLC (Joann Kramer)
Buckley and Associates, LLC (Michelle Buckley)
Fresh Start Women's Foundation (Edna Gomez-Green)
My Corporation Business Services, Inc. (Amanda Beren)
Aubrey Norrick
Rebecca Ruiz
Malisa Lievrouw
Cathalina Galvan
Peteris Berzins
Jodi Peary
Stephen Peary
Cherry Blue
EPL Legal Document Preparation (Loray Bassani)
AZ Legal Papers (Carrie Montoya)
Mark Larkin
Mark Clark
Teri Campbell
Ada Chavira
Justin Pierson
Dubravka Sinno
George Mortensen
Dale Shephard
Shana Audett

4-C: *Review, discussion, and possible action regarding pending applications for Business Entity Exemption requests.*

Expert Tax & Accounting Services, LLC (Marla De La Torre)
Buckley and Associates, LLC (Michelle Buckley)

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

5-A *Review, discussion and possible action regarding Continuing Education Credit Request of the following continuing education credit request:*

Construction Insurance, Bonding & Liens in Arizona for 6.5 hours

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

ADJOURN..... Les Krambeal, Chair

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