

BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda - Monday, September 17, 2007

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 - 10:00 a.m. - 2:00 p.m. in Conference Room 230

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)(5)(b) and (c).

CALL TO ORDER*Judge Roland Steinle, Chair*

1) REVIEW AND APPROVAL OF MEETING MINUTES.....*Judge Roland Steinle, Chair*

1-A: *Regular Session Minutes for the meeting of July 23, 2007.*

2) REVIEW OF PENDING COMPLAINTS*Division Staff*

2-A: *Review, discussion and possible action regarding restitution order requested in complaint number 04-L047 involving Mohammed Riyad and MSB Legal Consultants, LLC.*

2-B: *Review, discussion and possible action regarding non-certificate holder complaint numbers 06-L090 and 07-L018 involving Petra Lopez and LP Servicios Comunitarios.*

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

06-L006 – Steven Wyner

06-L023 – Marianne Smith

2-D: *Review, discussion and possible action regarding entry of Final Order in complaint numbers 03-L041, 04-L018, 05-L077, 05-L117, and 06-L004 involving Pamela Brown and Dakota Document Service, LLC.*

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

Complaint Number 07-L036

Complaint Number 07-L053

Complaint Number 07-L052

2-F: *Review, discussion and possible action regarding Hearing Officer Kathryn Underwood Recommendation Report involving certificate holder Paul Brown and complaint number 05-L020.*

2-G: *Review, discussion and possible action regarding the proposed Consent Agreement involving certificate holder Daniel Gray regarding complaint number 05-L062.*

3) CERTIFICATION AND ELIGIBILITYDivision Staff

3-A: *Review, discussion, and possible action regarding the \$50.00 assessment for late Continuing Education of Cara Engstrom.*

3-B: *Review, discussion, and possible action regarding applicant Ken Volk.*

3-C: *Review, discussion, and possible action regarding applicant Rae Heimer and Bankruptcy and Divorce.*

3-D: *Review, discussion, and possible action regarding applicant Ryan Gibson.*

4) REVIEW OF CERTIFICATION APPLICATIONSDivision Staff

4-A: *Review, discussion, and possible action regarding pending applications for 2007-2009 initial Standard certification.*

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

5) ADMINISTRATIVE ISSUES.....Division Staff

5-A: *Nominations for and election of a Vice Chair.*

5-B: *Establish a passing score for the certification examination and approve the study guide used for the exam.*

CALL TO THE PUBLICJudge Roland Steinle, Chair

ADJOURNJudge Roland Steinle, Chair

PENDING APPLICATIONS FOR 2007-2009 STANDARD CERTIFICATION: *The following applications for Individual and Business Entity Certification have been submitted and will be considered by the Board at this meeting*

Hilda Culbertson
Jan Rust
Christine Springer

Judith Alspaugh
Deborah Blunt
Raul Manzanares
Deborah Zea
Debra J. Shaffer
Lorina M. Torres
William Hester
Natalie Vadnais
Erlinda Yount
Prism Financial Concepts, P.C. (Kevin C. Maloney)
Ted Watkins E.A., Inc. (Theo C. Watkins Jr.)
LLC IT!, LLC (J. Brad Jenner)
Servicios Caborca (Cesar Martinez)
Naturalization & Immigration Fotos, Inc. (Saydee Ramos)
Alenda Martin
Stacey Vann
Jerri Gustafson
David Nyborg
Kevin Osterman
Cindy Borquez
Cindy McCoy
Cameron Hannum
Darlene Landgrave
Nicole Roberson
AA American Contractors License School, LLC (Cameron T. Hannum)
Accurate Signings, LLC (Adam Nierenberg)
Palm Valley Paralegal, LLC (Cindy M. McCoy)

PENDING BUSINESS ENTITY EXEMPTIONS REQUESTS FOR 2007-2009: *The following Business Entity Exemption requests have been submitted and will be considered by the Board at this meeting:*

Palm Valley Paralegal, LLC (Cindy M. McCoy)
Accurate Signings, LLC (Adam Nierenberg)