

BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda § Monday, February 23, 2004

Arizona Supreme Court § 1501 West Washington Street

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

General Inquiries Call: (602) 364-2378 (Division Line)

Members of the Public May Attend Meeting in Person

AMENDED

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, Code Section '1-202(C)(5)(b)and (c).

CALL TO ORDER*Judge Steinle, Chair*

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

< *Regular and Executive Session Minutes from January 26, 2004.*

ADMINISTRATIVE ISSUES*Linda Grau*

< *Review and discussion of proposed amendments to the Initial Individual and Initial Business Entity certification applications.*

< *Review and discussion regarding 2004 Renewal applications.*

< *Report and recommendation regarding implementation of a standardized Request for Hearing Form.*

CERTIFICATION AND ELIGIBILITY*Linda Grau*

< *Report and recommendations regarding Continuing Education course credit approval.*

< *Discussion regarding development of the legal document preparer certification examination process.*

REPORT REGARDING PENDING COMPLAINTS..... *Linda Grau*

< *Subcommittee report regarding request for the Board to petition the Superior Court for a Cease*

and Desist Order regarding Joseph Estrada, a non-certified individual who is engaging in legal document preparation without certification.

< *Report regarding resolved non-certificate holder complaints.*

REVIEW OF APPLICATIONS Linda Grau

HEARING REGARDING DENIAL Linda Grau

CALL TO THE PUBLICJudge Steinle, Chair

ADJOURNJudge Steinle, Chair

PENDING APPLICATIONS FOR CERTIFICATION: *The following applications for Individual and Business Entity Initial Certification are scheduled to be reviewed on February 23, 2004.*

Martin Karp
Emerald Capital Preservation of Arizona, LLC (Carol Smith)
Rose Puma
ABC Legals, LLC (Rose Puma)
Kathleen Mount
Cameron Hannum
American Contractor Exam Services (Cameron Hannum)
Dolores Dixon
Dennis Digregorio
Kaye Nagle
Douglas Brown
Cynthia Wood
Caprenos, Inc. (Cynthia Wood)
Guadalupe Sapien
Mark Klarich
Ronald Strawn
Paul Demos
Robert Hockensmith, PC (Suzette Hockensmith)
Wilson, Keller and Associates, LLC (Leah Keller)
Central Arizona Paralegal Service, Inc. (Robert Pilkington)
Christian Faith Fellowship Ministry, Inc. (Jeffery Metcalfe)
Jane Rossi
A-Z Legal Document Preparers (Jimmy Taus)

BUSINESS ENTITY EXEMPTION REQUESTS

Blackwood, LLC (Carol Wells)

Emerald Capital Preservation of Arizona, LLC (Carol Smith)

Central Arizona Paralegal Services, Inc. (Robert Pilkington)

APPLICATIONS PENDING FORMAL WITHDRAWAL:

Marilyn Reedy-Creasy

Amish Ventures, Inc. (Marilyn Reedy-Creasy)

HEARINGS REGARDING DENIAL:

10:00 a.m. Teri Hale (continued from January 26, 2004)