

BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda - Monday, July 18, 2005

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) 364-2378 (Certification and Licensing 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 May 23, 2005.*
- *Regular and Executive Session Minutes from June 27, 2005.*

ADMINISTRATIVE ISSUES *Linda Grau*

- *Review and discussion of Arizona Supreme Court Administrative Order Number R-04-0027 regarding Arizona Supreme Court Rule 31 and Arizona Code of Judicial Administration § 7-208.*
- *Update regarding Board Member appointments, reappointments, and vacancies.*

STATUS REPORT REGARDING 2005 EXAMINATION.....*Linda Grau*

- *Review and discussion regarding administration of the legal document preparer examination.*

CERTIFICATION AND ELIGIBILITY *Linda Grau*

- *Report and recommendations regarding Continuing Education course credit requests.*

- *Review and discussion of possible future coordination with the Better Business Bureau and the Arizona Association of Independent Paralegals regarding certification status information.*
- *Update regarding pending Board and LDP Program litigation.*
- *Review and discussion of inquiry received from Lisa DeLong regarding the renewal application and late fees.*
- *Review and discussion regarding inquiry received from attorney Walter Henderson.*
- *Review and discussion regarding inquiry received from AZCLDP Miguel Guzman.*
- *Review and discussion regarding business entity certification and exemption requirements as defined by Arizona Code of Judicial Administration § 7-208 (E)(3)(c).*

REVIEW OF PENDING COMPLAINTS *Linda Grau*

- *Review and discussion regarding Hearing Officer Andrew Marshalls' report and recommendation regarding Lory Toon and LDP Program complaint number 04-L016.*
- *Review and discussion regarding LDP Program complaint numbers 05-L039, 05-L044, and 05-L045.*
- *Review and discussion regarding Board initiation of LDP Program complaint pursuant to Arizona Code of Judicial Administration § 7-208 (H)(2)(b).*

REVIEW OF CERTIFICATION APPLICATIONS *Linda Grau*

CALL TO THE PUBLIC *Judge Steinle, Chair*

ADJOURN *Judge Steinle, Chair*

PENDING APPLICATIONS FOR INITIAL CERTIFICATION: *The following applications for Individual and Business Entity Certification have been submitted and are requesting review for the 2004-2005 certification period:*

Eric Scott Schoeller
Reggie Alilonu
Jennifer Bone
Lucinda Diaz
Kristi England
Deborah Burt
Elizabeth Connolly

Margo Holguin
1 Stop Check Cashing – Payday & Title Loans, LLC (Margo Holguin)
Professional Legal Documents, LLC (Angelina Cervantes)
Advanced Legal Services, LLC (Marwan Sadeddin)
Sinclair Noe
Estate Preservation, Inc (Sinclair Noe)
Peter Fargo
Gail Groh
Sharlene Konenko
Sergio Laurente
Trina MacPhail
Stephen Marlowe
Teresa Martin
Jo Patton
Gail Smith
Rochford & Associates, Inc. (Richard Rochford)
Eleanor Tarman
Michael Whittle

PENDING APPLICATIONS FOR RENEWAL OF INITIAL CERTIFICATION: *The following applications for Individual and Business Entity Certification have been submitted and are requesting review for renewal of certification for the 2005-2006 certification period:*

Betsy Ross-Retchin
R and R Property Management (Betsy Ross-Retchin)
Mary Jo Edel
A.D. Scott, Ltd. (Mary Jo Edel)
Debra Albert
Christine Collura
Kachina Management, Inc. (Christine Collura)
Michael Roberson
Cornerstone Properties, Inc. (Michael Roberson)
Lisa DeLong
Maria Gil
Jemasi, Inc. (Maria Gil)
Irene Mayer
Griffin Paralegal Services, LLC (Debra Griffin)
Heckinger & Associates, LLC (Robert Heckinger)
Warner Lewis
ETN, Ltd. (Warner Lewis)
Ruben Mejia
Sandra Mejia
Sandra Mejia, LLC (Sandra Mejia)
Karina Morales
Servicios Hispanos (Karina Morales)

Patricia Rangel
Rider Hunt Levett and Bailey, Ltd. (Julian Anderson)
Robert Lipsey
Premier Community Management, Inc. (Robert Lipsey)
Strategic Tax Planning, LLC (Lynn Forman)
A Different Association Management, LLC (William Maguire)
Northern Arizona Investment Group, Inc. (Jane Whitley)
Renaissance Community Partners, LLC (Kevin Bishop)
Associated Property Management of C.T.D., Inc. (Thomas Emele)
Universal Tax Services (Blanca Quinonez Montalbo)
Micnic's, Inc. (John Folse)
Cautela Corporation (Marley Beard)

BUSINESS ENTITY EXEMPTION and EXEMPTION EXTENSION REQUESTS: *The following business entities have requested Business Entity Exemption or Exemption Extension for the 2005-06 certification period:*

A-Z Estate & Document Services, LLC (Michelle Hernandez)
Affordable Services, Inc. (David Hendrickson)
Complete Office Support, LLC (James Weathersby)
Dakota Document Service, LLC (Pamela Brown)
Divorce, Custody, and Child Support Services, Inc. (Richard Slatin)
Emerald Capital Preservation of Arizona, LLC (Carol Smith)
Esslinger Enterprises, LLC (Michele Esslinger)
Griffin Paralegal Services, LLC (Debra Griffin)
Heckinger & Associates, LLC (Robert Hecinger)
JoAnn Palmer Para Professional, LLC (JoAnn Palmer)
Mtn Holiday, Inc. (Russell Ehlinger)
Nancy L. Anderson, LLC (Nancy Anderson)
Peoria Nu Start Bankruptcy (Debra Parks)
Rider Hunt Levett & Bailey, Ltd. (Julian Anderson)
Strategic Tax Planning, LLC (Lynn Forman)
Micnic's, Inc. (John Folse)