

BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda - Monday, December 19, 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 Session Minutes for the meeting of October 24, 2005 and Regular and Executive Session Minutes from November 14, 2005.*

ADMINISTRATIVE ISSUES

- *Review and discussion regarding a pending legislative proposal involving professional certification and licensing application denials related to criminal convictions.*
- *Review and discussion regarding proposed revisions of Arizona Code of Judicial Administration § 7-208.*

CERTIFICATION AND ELIGIBILITY*Linda Grau & Kandace French*

- *Report and recommendations regarding Continuing Education course credit requests.*
- *Review and discussion regarding AZCLDP Lisa DeLong's appeal of the Board's decision to deny continuing education credit for the event entitled, "Ethics and Confidentiality in Behavioral Health" presented by the Community Partnership of Southern Arizona on June 21, 2005.*

- *Review and discussion of the Legal Document Preparer Examination Validation Report submitted by HZAssessments and Legal Document Preparer Program data regarding examination participation.*
- *Review and discussion regarding examination exemption requests.*
- *Review and discussion regarding voluntary surrender request of AZCLDP number 80063, Edgar Meza.*
- *Review and discussion regarding voluntary surrender request of AZCLDP number 80710, Deborah Gilman.*
- *Review and discussion regarding criteria considered by the Board in certification determination reviews involving applicants with criminal convictions.*
- *Review and discussion regarding Subcommittee report and recommendation regarding the denial of initial individual certification to Ken Volk.*
- *Review and discussion of recently adopted amendments to Arizona Supreme Court Rule 31 and Arizona Code of Judicial Administration § 7-208 pertaining to disbarred attorneys making application to become legal document preparers.*
- *Business entity application interview with designated principal Carla Lief of Carla's Paralegal Services, LLC.*
- *Business entity application interview with designated principal Joy Partridge of Business World Tax Specialist, LLC.*

REVIEW OF PENDING COMPLAINTS *Linda Grau*

- *Review and discussion regarding LDP Program complaint numbers 04-L003, 04-L004, 04-L005, 04-L026, 05-L055, 05-L059, 05-L071, 05-L090, and 05-L116.*
- *Review and discussion regarding business entity non-compliance complaint initiated on November 14, 2005.*
- *Review and discussion regarding Board initiation of LDP Program complaints pursuant to Arizona Code of Judicial Administration § 7-208 (H)(2)(b) regarding AZCLDPs who failed to take the examination prior to the deadline, business entity certification non-compliance, and other matters pertaining to legal document preparation.*
- *Review and discussion regarding non-certificate holder complaints NC-348, NC-367, NC-368, and NC-370.*

- *Review and discussion of subpoena request regarding non-certificate holder complaint investigation.*
- *Review and discussion regarding Superior Court Petition for Cease and Desist Order against non-certificate holder Evelyn Baumgardner, and business entities Your Living Trust and Arizona Wills and Trusts, LLC pursuant to Arizona Code of Judicial Administration § 7-208 (H)(1)(c).*

REVIEW OF CERTIFICATION APPLICATIONS*Kimberly Siddall*

HEARING ON DENIAL OF BUSINESS ENTITY CERTIFICATION

- *1 p.m. hearing regarding the denial of business entity certification 2005-06 renewal of Universal Tax Services.*

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:*

Metro Tax, Inc. (Michael Whittle)
Paju Inc. (Paul E. Brown)
National Document Filing & Retrieval, Inc. (Scott Boyer)
Scott Boyer
Tracy D. Stanfield
Melinda Pierce
Yared B. Mekonnen
Stephen T. Coombs
Anjum J. Malone
Elizabeth A. Freeman
Robin J. McElfresh
Val Vista Paralegal, LLC (Kristina Babbitt)
Ivan Kobey
Kobey, LLC (Ivan Kobey)
Cheryl M. Thurman
Asset Research Services, Inc. (Cheryl M. Thurman)
Thomas L. Steele
Diana H. Nguyen

Jerry Ortiz
Simply Legal, Inc. (Jody Patterson)
Barbara L. Morejon
Immigration Assistance Center, LLC (Barbara L. Morejon)
Gloria H. Moon
Equal Access to the Law, LLC (Richard French)
J.C.O. Companies, Inc. (John Osselaer)
Legal-Ease, LLC (Dennis Lawrence)
S.P. Wyner, LLC (Steven Wyner)
Carla's Paralegal Services, LLC (Carla Lief)
Business World Tax Specialist, LLC (Joy Partridge)

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

Carla's Paralegal Services, LLC (Carla Lief)
Equal Access to the Law, LLC (Rick French)
Simply Legal, Inc (Jody Patterson)
Business World Tax Specialist, LLC (Joy Partridge)
Val Vista Paralegal, LLC (Kristina Babbitt)