



Douglas A. Ducey  
Governor

**ARIZONA STATE BOARD OF  
FUNERAL DIRECTORS AND EMBALMERS**

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Rule Review Sub-Committee  
Samuel Bueler, Chairman \* Lemuel D. Cannon, Secretary \* Helene Bergeon

**MINUTES  
REGULAR SESSION**

**RULE REVIEW SUB-COMMITTEE  
FRIDAY, JULY 29, 2022, 2:00 P.M. - TELEPHONIC ONLY**

**1) CALL TO ORDER**

Sub-Committee Chairman Samuel Bueler called the Rule Review Sub-Committee to order at 2:03 p.m.

**Members Telephonically**

<b>Present:</b>	Samuel Bueler	Chairman/Industry Member
	Lemuel Cannon	Secretary/Public Member
	Helene Bergeon	Public Member

<b>Board Staff Present:</b>	Natasha Culbertson	Executive Director
	Tracie Smith	Investigations Manager
	Marisa Zavala	Licensing Administrator

<b>Attorney General's Office (Available if Required):</b>	Justin Larson	Assistant Attorney General
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**2) DECLARATION OF CONFLICTS OF INTEREST - A.R.S. § 38-503**

There were no declarations of conflicts of interest.

**3) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING APPROVAL OF RULE REVIEW SUB-COMMITTEE MEETING MINUTES**

The Board may vote to go into executive session pursuant to A.R.S. § 32-431.03(A)(2) to discuss confidential information or A.R.S. § 38-431.03(A)(3) to receive legal advice.

A. Rule Review Sub-Committee Meeting Minutes of June 24, 2022

Sub-Committee Member Lemuel Cannon moved to approve the minutes of the June 24, 2022 Rule Review Sub-Committee meeting. Sub-Committee Member Helene Bergeon seconded this motion. Motion passed unanimously 3-0.

**4) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING REVIEW OF ARIZONA ADMINISTRATIVE CODE TITLE 4, CHAPTER 12**

The Board may vote to go into executive session pursuant to A.R.S. § 32-431.03(A)(2) to discuss confidential information or A.R.S. § 38-431.03(A)(3) to receive legal advice.

- A. Articles 1 through 6
- B. Previous Rule Packages
- C. Previous Five Year Rule Review Report

The Sub-Committee Members and Board staff discussed Articles 1 through 6 of the Arizona Administrative Code, Title 4, Chapter 12; focusing heavily on Articles 3 through 6. Executive Director Natasha Culbertson took note of the rule corrections the Committee Members would like to see made. Several sections of Article 3 were discussed at length as well as sections of Article 4 and 6. The previously submitted Five Year Rule Review Report from 2016 was also discussed and it was determined that portions of the report could be resubmitted as the edits still applied to changes the current Sub-Committee Members would like to have made.

\*Sub-Committee Member Helene Bergeon excused herself from the meeting at 4:04 p.m.

**5) CALL TO THE PUBLIC**

Public input is encouraged. Those wishing to address the Sub-Committee do not need to request permission in advance; however, the Sub-Committee may limit those persons speaking during this time to a reasonable number on any public comment matter. In addition, each person wishing to address the Sub-Committee will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.02(H), the Sub-Committee can only take action on matters listed on the agenda. Action on public comment matters that are not listed on the agenda will be limited to directing staff to study the matter or to schedule the matter for further review at a later date.

No one came forward to speak.

**6) FUTURE AGENDA ITEMS**

No future agenda items.

**7) REVIEW OF POTENTIAL DATES FOR UPCOMING SUB-COMMITTEE MEETINGS**

AUGUST 12, 2022

Subject to appropriate notice, the Sub-Committee reserves the right to change meeting dates.

**8) ADJOURNMENT**

Sub-Committee Chairman Samuel Bueler moved to adjourn the meeting. The motion was seconded by Sub-Committee Member Lemuel Cannon and carried unanimously 2-0. The Sub-Committee adjourned at 4:41 p.m.