



Douglas A. Ducey  
Governor

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

Judith Stapley Executive Director  
www.funeralboard.az.gov

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Samuel Bueler, Chairman/Industry Member \* James Ahearne, Secretary/Industry Member  
Harold Adair, Industry Member \* Amie Gazda, Industry Member \* Joe Hornat, Public Member  
Helene Bergeon, Public Member \* Robert Hockensmith, Public Member

**BOARD MEETING AGENDA  
TUESDAY, SEPTEMBER 15, 2020, 9:00 A.M. FIRST FLOOR CONFERENCE ROOM “C”  
1740 W. ADAMS STREET PHOENIX, AZ 85007**

**THIS AGENDA MAY BE AMENDED 24 HOURS PRIOR TO THE SCHEDULED MEETING.**

Pursuant to A.R.S. § 38-431.02 notice is given to the members of the Arizona State Board of Funeral Directors and Embalmers (“Funeral Board”) and to the general public that the Funeral Board will hold a meeting open to the public, as indicated on the agenda. The Board President reserves the right to change the order of items listed on the Agenda unless a matter is scheduled for a specific time. Board members may be present by telephonic conference call.

Pursuant to A.R.S. § 38-431.03 (A) (3), the Board may vote to hold an executive session for legal advice for any matter on the agenda. Pursuant to A.R.S. § 38-431.03 (A) (2), the Board may vote to go into executive session for review of any information made confidential by law. The executive session will not be open to the public.

In accordance with Title II of the Americans with Disabilities Act (“ADA”), the Funeral Board does not discriminate on the basis of disability in admission to its public meetings. If a disabled person needs any type of accommodation, please notify the Funeral Board’s Executive Director, Judith Stapley, to make their needs known at (602) 542-3095. Requests should be made as early as possible to allow time to arrange the accommodation.

**1) CALL TO ORDER**

- A. Roll call of Board members and establishment of quorum to conduct public meetings.
- B. Acknowledgement of presence of legal counsel and board staff.

## **2) STATEMENT OF PURPOSE**

- A. A license to practice in the funeral industry in Arizona is a privilege granted by the State through laws and rules.

In 1909, on behalf of the people of Arizona, the legislature created the Arizona State Board of Embalmers. In 1945, under Governor Sidney P. Osborn, the Board's jurisdiction was expanded when the Legislature created the Arizona State Board of Funeral Directors and Embalmers. The Board now regulates the practices of the death care profession by issuing licenses to those who meet the minimum requirements and by holding those licensed professionals to the standards set forth in the Board's laws and rules. By doing these things, the Board assures the public that the practices associated with the funeral industry will be conducted with appropriate skill and respect by persons who meet the educational requirements and/or industry standards to practice in the profession and care for our decedents.

To further ensure the public's access to the Board's business, as of January 1, 2019, all Board meetings are digitally recorded and posted on the its website under the "Meetings and Minutes" link.

## **3) DECLARATION OF CONFLICTS OF INTEREST- A.R.S. § 38-503**

### **4) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE BOARD 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. Board Meeting Minutes of August 18, 2020.

### **5) CALL TO THE PUBLIC:**

Public input is encouraged. Those wishing to address the Board do not need to request permission in advance; however, the Board 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 Board will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.02(H), the Board 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.

**6) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE FOLLOWING APPLICANTS:**

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. Funeral Director:**

1. Sarah Black
2. Sara Becker
3. Manuel Gonzales (also Embalmer)
4. Margaret Paluch (also Embalmer)

**B. Temporary 30-Day Embalmer:**

1. Jami Lomeli

**C. Embalmer:**

1. Manuel Gonzales
2. Margaret Paluch

**D. Cremationist:**

1. Naomi Bradbury-Marchand
2. John LaMonte
3. Veronica Hammar
4. Robert Burke
5. Brenda Sandholm (also Intern)

**E. Intern:**

1. Brenda Sandholm
2. Sarah Granados
3. Allison Soto
4. Sarah Pfohl

**F. Salesperson:**

1. Casey McGill
2. Julie Bell
3. Hector Garcia

**7) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING:**

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. Docket 2020-FDE-0036 – East Lawn Palms Mortuary & Cemetery

**8) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING:**

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

A. Maricopa County Funeral Assistance Program, Valley of the Sun United Way

1. Jayson Matthews

**9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING CONTINUING EDUCATION:**

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. Insight Institute

1. Certified Funeral Celebrants-up to 17 hours; Categories C

B. CRaKN, LLC

1. Pape to Cloud: Moving to Technology Based FH Management-1 hour, Category C

C. Consideration to accept attendance at other state Funeral Board meetings for continuing education credit (1 hour; Category B)

**10) EXECUTIVE REPORT:**

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. Quarterly Inspection Report

B. Budget Report Submitted For FY22

C. Sunset Audit Update

**11) DISCUSSION AND POSSIBLE ACTION ITEMS FOR FUTURE MEETINGS:**

**12) REVIEW OF SCHEDULED BOARD MEETINGS:**

Subject to appropriate notice, the Board reserves the right to change meeting dates.

**2020 BOARD MEETING SCHEDULE**

OCTOBER 20, 2020

NOVEMBER 17, 2020

DECEMBER 15, 2020

**13) ADJOURNMENT**