



Douglas A. Ducey – Governor

Arizona State Board of Funeral Directors and Embalmers

1740 West Adams Street, Suite 3006, Phoenix, Arizona 85007

Samuel Bueler, Chairman/Professional Member * James Ahearne, Secretary
Harold Adair, Professional Member * Amie Gazda, Professional Member
Joe Hornat, Public Member * Kristina Dyrre, Public Member* Helene Bergeon, Public Member

MINUTES REGULAR SESSION

**Board Meeting Held On:
Tuesday, April 21 2020 • 9:00 a.m. • 1st Floor Conference Room “C”
1740 West Adams Street • Phoenix, AZ 85007**

1. CALL TO ORDER

Board Chair Samuel Bueler called the Board Meeting to order at 9:00 a.m. The following Members were present for the Board Meeting on April 21, 2020.

Members Present: James Ahearne Secretary/Professional Member

Members Present Telephonically: Samuel Bueler Chairman/Professional Member
Harold Adair Professional Member
Joe Hornat Public Member
Kristina Dyrre Public Member
Helen Bergeon Public Member
Amie Gazda Professional Member

Board Staff Present: Judith Stapley Executive Director
Brandon Eaden Investigator
Evelyn Estrella Licensing Administrator

2. STATEMENT OF PURPOSE

Board Chairman Sam Bueler read the Board's Statement of Purpose.

3. DECLARATION OF CONFLICTS OF INTEREST

No declarations were made.

4. MINUTES

Board member Harold Adair recused himself from this matter, as he was not present at the March Board meeting.

Board member James Ahearne moved to approve the minutes of the March 17, 2020 Board meeting. Board member Kristina Dyrr seconded this motion. Motion passed unanimously 6-0.

Board member Helene Bergeon recused herself from this matter, as she was not present at the February Board meeting.

Board Secretary James Ahearne moved to approve the minutes from the first Executive Session at the February 18, 2020 Board meeting. Board member Kristina Dyrr seconded this motion. Motion passed unanimously 6-0.

5. CALL TO THE PUBLIC

No one came forward to speak.

6. LICENSING

By motion and second, and motion carrying, the following actions occurred relative to applications for licensure subject to the conditions noted:

NAME	TYPE OF LICENSE	ACTION	MOTION BY	SECOND BY
Catherine Fiorelli	Funeral Director Universal Recognition/ Provisional	Approved 6-1 Sam Bueler Nay	Ahearne	Adair
Heather Mercer	Cremationist	Approved 7-0	Ahearne	Adair
Apryle Lefevers	Cremationist	Approved 7-0	Ahearne	Adair
James Robinson	Cremationist	Approved 7-0	Ahearne	Adair
Manuel Gonzales	Cremationist	Approved 7-0	Ahearne	Adair
Deak Baker	Cremationist	Approved 7-0	Ahearne	Adair
Deak Baker	Intern	Approved 7-0	Ahearne	Adair
Melanie Jones	Intern	Approved 7-0	Ahearne	Adair
Susan Rogalski	Salesperson Provisional	Approved 7-0	Ahearne	Dyrr

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 16F-201506-FNR – Saguaro Valley Cremation Services LLC

Board members were apprised that to date, no civil penalties or administrative costs have been paid as a final resolution of probation. Board member Harold Adair moved to have Board staff remand this matter to the Attorney General’s Office for collection. This motion was seconded by Board member James Ahearne and carried 7-0.

8. REVIEW AND DISCUSSION OF FATALITY WORKGROUP MEETINGS:

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. COVID-19 Fatality surge planning – Executive Director Judith Stapley reported to Board members that a fatality management workgroup consisting of various state and county emergency planners are developing a Decedent Capacity Tracker in the event Arizona experiences a surge in fatalities. Ms. Stapley also informed the Board that air quality departments in both Maricopa and Pima County are temporarily allowing nighttime cremations due to the COVID-19 virus.

B. Possible Memorandum of Agreement regarding fatality surge – Ms. Stapley informed Board members that some individuals in various state and county organizations were considering the possibility of a Memorandum of Agreement (MOA) that funeral homes could voluntarily enter into in the event of a fatality surge.

9. 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. Board members were updated on procedural implementation of the statutory requirement to collect and process a fingerprint card with each new application regardless if the applicant is currently holding an active license with this Board.

10. SUMMARY OF CURRENT EVENTS:

By law, the summary of current events is limited to summarizing recent occurrences. The Board cannot propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

No items were discussed.

11. FUTURE AGENDA ITEMS

No future items were presented.

12. REVIEW OF SCHEDULED BOARD MEETINGS:

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

2020 BOARD MEETING SCHEDULE

MAY 19, 2020	JUNE 16, 2020	JULY 21, 2020
AUGUST 18, 2020	SEPTEMBER 15, 2020	OCTOBER 20, 2020
NOVEMBER 17 2020	DECEMBER 15, 2020	

SUBJECT TO APPROPRIATE NOTICE THE BOARD RESERVES THE RIGHT TO CHANGE MEETING DATES

13. ADJOURNMENT

Board member James Ahearne moved to adjourn the meeting. This motion was seconded by Board member Harold Adair and carried 7-0. The Board adjourned at 10:04 a.m.

Judith Stapley
Executive Director