



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 REVISED
Tuesday, August 18, 2020, 9:00 A.M. First Floor Conference Room “C”
1740 West Adams Street, Phoenix, Arizona 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 based on 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 ensure the public's access to the Board's business, all Board meetings are digitally recorded and posted on the 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 July 21, 2020

B. Board Meeting Minutes of July 27, 2020

C. Board Meeting Minutes of July 31, 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) CONSENT AGENDA:

(The Board may pull any of the following items off the consent agenda to discuss or take individual action.) 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) pursuant to this Item 6.

A. Embalmer – Extension of Temporary 30-day license A.R.S. 32-1326:

- 1) Diana Jones
- 2) James Deaver
- 3) Jamie Lyn Araujo
- 4) Phuong-Gia Le
- 5) Heather Yonke
- 6) LaRee Merickel
- 7) Tracy Valencia

7) 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. Amanda Dalton (Also Embalmer)
2. Andrea Ulanowski (Also Embalmer)
3. Melissa Richardson (Also Embalmer)
4. Maria Mejia

B. Embalmer:

1. Amanda Dalton
2. Andrea Ulanowski
3. Melissa Richardson
4. Estefani Reyes Veliz

C. Cremationist:

1. Marshall Loring (Also Intern)
2. Francisco Reyes

3. Austin Larson (Also Intern)
4. Kate Merrick (Also Intern)
5. Isla Bravo (Also Salesperson)

D. Intern:

1. Marshall Loring
2. Austin Larson
3. Kate Merrick
4. Kayleb Carr
5. TiAta Chance
6. Adriana Marchena
7. Jordan Meacham
8. Jason Chacon

E. Salesperson:

1. Isla Bravo
2. Jared Visser
3. Robert Browning
4. David Reed

F. Multiply Funeral Director

1. Linda Darrow (2 applications)

G. Funeral Establishment:

1. Reyes Dombrowski Funeral Home

8) 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-0005 Neptune Society – Tucson

B. Docket 2020-FDE-0007 Neptune Society – Phoenix

C. Docket 2020-FDE-0011 Adair Funeral Home – Dodge

D. Docket 2020-FDE-0012 Adair Funeral Home – Dodge (Duplicate)

E. Docket 2020-FDE-0013 Valley of the Sun Mortuary & Cemetery

F. Docket 2020-FDE-0023 Resthaven Carr-Tenney Mortuary & Memorial Park

9) 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. Michele Castaneda-Martinez, Program Manager Office of Vital Registration, Maricopa County

1. Maricopa County Indigent Decedent Services (CIDS) program transition, including new contract oversight, eligibility determination responsibility, and change in primary method of disposition.

10) 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. Introduction of Assistant Attorney General Scott Donald

11) 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. Board Member General Training provided by AAG Scott Donald

12) 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. Funeral Director License – Potential change in three letter prefix

13) 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).

14) SUMMARY OF CURRENT EVENTS: By law, the summary of current events is limited to summarizing recent occurrence. 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.

15) DISCUSSION AND POSSIBLE ACTION ITEMS FOR FUTURE MEETINGS:

16) REVIEW OF SCHEDULED BOARD MEETINGS:

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

2020 BOARD MEETING SCHEDULE

SEPTEMBER 15, 2020 OCTOBER 20, 2020 NOVEMBER 17 2020 DECEMBER 15, 2020

17) ADJOURNMENT