



Douglas A. Ducey – Governor

# Arizona State Board of Funeral Directors and Embalmers

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

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

## MINUTES REGULAR SESSION

**Board Meeting Held On:**

**Tuesday, August 18, 2020 • 9:00 a.m. • 1<sup>st</sup> 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 9:02 a.m. The following Members were present for the Board Meeting on August 18, 2020.

<b>Members Present:</b>	Samuel Bueler James Ahearne Amie Gazda	Chairman/Industry Member Secretary/Industry Member Industry Member
<b>Members Present Telephonically:</b>	Helene Bergeon Robert Hockensmith Harold Adair Joe Hornat	Public Member Public Member (Joined 9:59 am) Industry Member Public Member
<b>Board Staff Present:</b>	Judith Stapley Brandon Eaden Evelyn Estrella	Executive Director Investigator Licensing Administrator

**2. STATEMENT OF PURPOSE**

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

**3. DECLARATION OF CONFLICTS OF INTEREST**

Board member Amie Gazda stated she would recuse from agenda item 7 (D) (4). Board member James Ahearne stated he would recuse from agenda items 7 (A) (3) and 7 (B) (3). Board member Harold Adair stated he would recuse from agenda items 8 (C) and 8 (D).

**4. MINUTES**

Board member James Ahearne moved to approve the minutes of the July 21, 2020 Board meeting. Board member Amie Gazda seconded this motion. Motion passed unanimously 5-0.

Board member James Ahearne moved to approve the minutes of the July 27, 2020 Board meeting. Board member Amie Gazda seconded this motion. Motion passed unanimously 5-0.

Board member James Ahearne moved to approve the minutes of the July 31, 2020 Board meeting. Board member Amie Gazda seconded this motion. Motion passed unanimously 4-0.

**5. CALL TO THE PUBLIC**

No one came forward to speak.

**6. LICENSING**

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

<b>NAME</b>	<b>TYPE OF LICENSE</b>	<b>ACTION</b>	<b>MOTION BY</b>	<b>SECOND BY</b>
Diana Jones	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda
James Deaver	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda
Jamie Lyn Araujo	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda
Phuong-Gia Le	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda
Heather Yonke	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda
LaRee Merickel	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda
Tracy Valencia	Extension of 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Gazda

## 7. LICENSING

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

<b>NAME</b>	<b>TYPE OF LICENSE</b>	<b>ACTION</b>	<b>MOTION BY</b>	<b>SECOND BY</b>
Amanda Dalton	Funeral Director and Embalmer	Approved 6-0	Ahearne	Gazda
Andrea Ulanowski	Funeral Director and Embalmer	Approved 6-0	Ahearne	Gazda
Melissa Richardson	Funeral Director and Embalmer	Approved 5-0 J. Ahearne recused	Gazda	Adair
Maria Mejia	Funeral Director	Approved 6-0	Ahearne	Gazda
Estefani Reyes Veliz	Embalmer	Approved 6-0	Ahearne	Gazda
Marshall Loring	Cremationist and Intern	Approved 6-0	Ahearne	Gazda
Francisco Reyes	Cremationist	Approved 6-0	Ahearne	Gazda
Austin Larson	Cremationist and Intern	Approved 6-0	Ahearne	Gazda
Kate Merrick	Cremationist and Intern	Approved 6-0	Ahearne	Gazda
Isla Bravo	Cremationist and Salesperson	Approved 6-0	Ahearne	Gazda
Kayleb Carr	Intern	Approved 5-0 Amie Gazda Recused	Adair	Adair
TiAta Chance	Intern	Approved 6-0	Ahearne	Gazda
Adriana Marchena	Intern	Approved 6-0	Ahearne	Gazda
Jordan Meacham	Intern	Approved 6-0	Ahearne	Gazda
Jason Chacon	Intern	Approved 6-0	Ahearne	Gazda
Jared Visser	Salesperson	Approved 6-0	Ahearne	Gazda
Robert Browning	Salesperson	Approved 6-0	Ahearne	Gazda

David Reed	Salesperson	Approved 6-0	Ahearne	Gazda
Linda Darrow	Multiple Funeral Director	Approved 6-0	Ahearne	Gazda
Linda Darrow	Multiple Funeral Director	Approved 6-0	Ahearne	Gazda
Reyes Dombrowski Funeral Home	Funeral Establishment	Approved 6-0	Ahearne	Gazda

**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

The complainant was not present. On behalf of Neptune Society-Tucson, Responsible Funeral Director Lisa Gregor was present telephonically. After review and consideration, Board member James Ahearne moved to dismiss this matter. This motion was seconded by Board member Helene Bergeon and carried 6-0.

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

The complainant Randy Kosir was present telephonically. Representing Neptune Society-Phoenix was Responsible Funeral Director Ronaldo Maynez. Following review and deliberation Board member James Ahearne moved to dismiss the matter. This motion was seconded by Board member Joe Hornat and carried 7-0.

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

The complainant Liberty Black was present telephonically. On behalf of Adair Dodge Funeral Home was Responsible Funeral Director Joseph Stone. After Board review and hearing the complainant say she had only filed the complaint to cause a disruption and had no actual complaint with any licensee, Board member James Ahearne moved to dismiss. This motion was seconded by Board member Joe Hornat and carried 6-0.

D. Docket 2020-FDE-0012 – Adair Funeral Home Dodge (duplicate) Recuse Hank Adair  
This was a duplicate of Docket 2020-FDE-0011 therefore no further action was taken.

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

The complainant Brian Meythaler was present telephonically. Representing Valley of the Sun Mortuary & Cemetery was Responsible Funeral Director Brent Bouche. After review and discuss it was recognized that this was a matter relating to a cemetery issue, which this Board has no purview over. Board member Harold Adair moved to dismiss and forward the compliant to the Arizona Department of Real Estate. This motion was seconded by Board member Helene Bergeon and carried 7-0.

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

The complainant was not present for discussion. On behalf of Resthaven Carr-Tenney Mortuary & Memorial Park was Responsible Funeral Director and Cemetery Manager Valentin Vitan. Following review and discussion James Ahearne moved to dismiss this matter. This motion was seconded by Board member Amie Gazda and carried 7-0.

**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.

A brief overview was provided by Michele Castaneda-Martinez to notify the industry of a change in how Indigent Decedent Services will take place. Effective September 1, 2020, Maricopa county Bureau of Vital Records will have oversight and purview of the County Indigent Decedent Services (CIDS).

**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 (AAG) Scott Donald was provided by AAG 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.

A brief regulatory overview was provided regarding Arizona’s Open Meeting Law including communications, quorum, conflicts, public records, required findings for violations of Board statutes, and statutory immunities granted Board members.

**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 – Board Executive Director Judith Stapley advised Board members of an upcoming change in the three-letter prefix for the Funeral Director license. The change will be from the current “FUN” to “FDL” followed by six digits. This change is being made to alleviate the distress caused when consumers see the word “fun” on many required documents and do not understand the rationale behind those letters as part of an online licensing platform.

**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).**

No items were reviewed.

**14. 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 reviewed.

#### **15. FUTURE AGENDA ITEMS**

No items were reviewed.

#### **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

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

#### **17. ADJOURNMENT**

Board member James Ahearne moved to adjourn the meeting. This motion was seconded by Board member Amie Gazda and carried 7-0. The Board adjourned at 12:35 p.m.

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Judith Stapley  
Executive Director