



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 * Amie Gazda, Secretary/Industry Member
Harold Adair, Industry Member * Joe Hornat, Public Member * Robert Hockensmith, Public Member
Helene Bergeon, Public Member * Lemuel D. Cannon, Public Member

MINUTES REGULAR SESSION

**Board Meeting Held On:
Tuesday, February 16, 2021 • 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 February 16, 2021.

Members Present:	Samuel Bueler Joe Hornat Amie Gazda Helene Bergeon Lemuel Cannon	Chairman/Industry Member Public Member Secretary/Industry Member Public Member Public Member
Members Present: Telephonically	Harold Adair Robert Hockensmith	Industry Member (joined 9:11am) Public Member (joined 9:11 am)
Board Staff Present:	Judith Stapley Brandon Eaden Evelyn Estrella	Executive Director Investigator Licensing Administrator
Attorney General’s Office Present Telephonically:	Scott Donald	Assistant Attorney General

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 recused from agenda item #5 (C) (2).

4. MINUTES

Board member Amie Gazda moved to approve the minutes of the January 26, 2021 Board meeting. Board member Joe Hornat seconded this motion. Motion passed unanimously 5-0.

5. 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
Jayde Lee Tucker	Funeral Director	Approved 5-0	Gazda	Bergeon
Shyla Waalkens	Funeral Director	Approved 5-0	Gazda	Bergeon
Sabrina Fite	Cremationist	Approved 5-0	Gazda	Bergeon
Charles Marchand	Cremationist	Approved 5-0	Gazda	Bergeon
Victoria Shaffery	Cremationist	Approved 5-0	Gazda	Bergeon
Lindsay Warren	Cremationist	Approved 5-0	Gazda	Bergeon
Steven Baker	Salesperson	Approved 5-0	Gazda	Bergeon
Steven Cline	Salesperson	Approved 4-0 Amie Gazda recused	Hornat	Bergeon
Delbra Smart	Salesperson	Approved 5-0	Bergeon	Cannon
Kimberley White	Salesperson	Approved 5-0	Bergeon	Cannon
Derrick Gunn	Funeral Director- Temporary 30 day extension	Application Withdrawn No motion		
Derrick Gunn	Embalmer- Temporary 30 day extension	Application Withdrawn No motion		
Joe Stout	Funeral Director- Temporary 30 day extension	Approved 5-0	Hornat	Cannon
Joe Stout	Embalmer- Temporary 30 day extension	Approved 5-0	Hornat	Cannon

6. 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-0018 Eastlake Mortuary

Responsible Funeral Director and owner of Eastlake Mortuary Shawn Miller was present accompanied by funeral arranger Chaplin Rick Garrett. The complainant and legal authorizing agent Clinton Ross Jr. was present telephonically until 10:04 am. Following review and discussion of the matter Board members discussed the necessity for the funeral establishment to ensure they are providing final disposition based on the legal authorizing agent. This includes a thorough review of all documentation obtained pertaining to the decedent. Board member Joe Hornat moved to issue a letter of concern to the Responsible Funeral Director Shawn Miller with the recommendation that he return the cremated remains of the decedent to the legal authorizing agent. This motion was seconded by Board member Helene Bergeon and carried 7-0.

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. Discussion of Fatality Surge Situational Brief

Antonio Hernandez from the Arizona Department of Health Service Health Emergency Operations Center (DHS HEOC) was present to discuss the current surge of fatalities and a resource of last resort, fatality surge assistance. Antonio will work with his team and Executive Director Stapley to send out an email to all funeral establishments advising them of the available assistance. After defining the initial need, funeral homes will be sent a link in the email allowing them to set up and access a 24/7 fatality surge assistance line. This will be for temporary decedent storage and possibly transportation. The assistance would consist of transporting decedents from the funeral establishment to the temporary decedent storage. It will be important for Funeral Establishments to indicate on their statement of goods and services where the body may be held at if they anticipate utilizing this resource.

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. A.R.S. § 32-1337

The Board discussed requirements for students to embalm under the supervision of a licensed embalmer. The student must provide verification that they are currently enrolled in an accredited college of mortuary science and enrolled in a lab course and complete an application with required information. The embalmings must take place in a licensed funeral establishment. The name and license number of the funeral establishment and the individual completing the supervised embalmings must also be provided to the Board.

9. CALL TO THE PUBLIC

No one came forward to speak.

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. Annual Trust Report

Board staff have improved the instructions and online accessibility for submission of the annual trust report. All funeral establishments must submit a report to account for any prearranged funeral trust annually.

B. Increase in complaints

Ten-year caseload of Board complaints from 2010 to 2020 shows an increase of 1100%.

11. FUTURE AGENDA ITEMS

No items

12. REVIEW OF SCHEDULED BOARD MEETINGS:

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

2021 BOARD MEETING SCHEDULE

MARCH 16, 2021 APRIL 20, 2021 MAY 18, 2021 JUNE 15, 2021
JULY 20, 2021 AUGUST 17, 2021 SEPTEMBER 21, 2021 OCTOBER 19, 2021
NOVEMBER 16, 2021 DECEMBER 21, 2021

13. ADJOURNMENT

Board member Helene Bergeon moved to adjourn the meeting. This motion was seconded by Board member Amie Gazda and carried 7-0. The Board adjourned at 11:46 p.m.



Judith Stapley
Executive Director