



Douglas A. Ducey
Governor

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

Judith Stapley Executive Director
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Samuel Bueler, Chairman/Industry Member- James Ahearne, Secretary/Industry Member-
Harold Adair, Industry Member - Amie Gazda, Industry- Jack Peterson, Public Member-
Member Kristina Dyrr, Public Member

BOARD MEETING AGENDA

**TUESDAY, FEBRUARY 18, 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 January 21, 2020
- B. Executive Session Minutes – First Session of January 21, 2020
- C. Executive Session Minutes – Second Session of January 21, 2020
- D. Executive Session Minutes – Third Session of January 21, 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) Chasity Mueller
- 2) Stephanie Woods
- 3) Antonio Carino (also Embalmer, & Cremationist)
- 4) James River (also Embalmer)
- 5) Jeffrey Smith (also Embalmer)

B. Embalmer:

- 1) Antonio Carino
- 2) James River
- 3) Jeffrey Smith
- 4) Justin Moore

C. Cremationist:

- 1) Kristina Cegon
- 2) Antonio Carino

D. Salesperson:

- 1) Patty Nations
- 2) Carmin Tronolone

E. Establishment:

- 1) David's Desert Chapel Funeral Home
- 2) Adair Funeral Home Avalon
- 3) Adair Funeral Home Dodge
- 4) Desert Sunset Funeral Home

F. Crematory:

- 1) El Encanto Memorial Crematory Avalon
- 2) El Encanto Memorial Crematory Dodge

G. Funeral Establishment Sales Endorsement:

- 1) Adair Funeral Home Avalon
- 2) Adair Funeral Home Dodge

7) INFORMAL INTERVIEW:

The Board may review, discuss and vote to act on the following case pursuant to A.R.S. § 32-1367(C). The Board may also table for further investigation, postpone, and/or forward for administrative review. The Board may hold an executive session to discuss records exempt by law from public inspection pursuant to A.R.S. § 38-431.03(A) (2) In addition, the Board may hold an executive session to discuss or consult with its attorney and receive legal advice pursuant to A.R.S. § 38-431.03 (A) (3).

A. Docket 2019-FDE-0025 – Myra Turner

B. Docket 2019-FDE-0027 – Palm Valley Funeral Home

8) COMPLAINTS AND OTHER DISCIPLINARY MATTERS. 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 2019-FDE-0034 – Advantage Funeral & Cremation – Colonial
Initial review consideration and possible action regarding complaint.

9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING OPENING UP A COMPLAINT FOR FAILURE TO COMPLY WITH A BOARD ORDER:

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 2018-FDE-0023 – Thomas Brown, Funeral Director/Embalmer (FUN001467, EMB001646)

10) PRESENTATION FROM DEPARTMENT OF HEALTH SERVICES, BUREAU OF VITAL RECORDS:

1. A.R.S. 36-325 Death certificate registration
2. R9-19-301 Human Remains Release Form (HRRF)
3. Proper use of the Death Registration Worksheet
4. Proper use of credentials
5. Training resource outlets

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. Continuing Education Advisory Committee, Board Liaison
 - 1. Nominate a new Board Liaison

12) REVIEW, CONSIDERATION, AND UPDATE ON LEGISLATIVE BILLS:

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. SB 1274 Reference Title: professional regulatory boards; composition
- B. SB 1142 Reference Title: non-health professions; occupations; regulations
- C. SB 1136 Reference Title: apprenticeships; funeral directors; embalmers; cremationists
- D. HB 2249 (Amended) Reference Title: personal representatives; funeral directors; prohibition
- E. HB 2138 Reference Title: common law marriage confirmation; caregivers
- F. HB 2179 Reference Title: alkaline hydrolysis facilities; licensure
- G. HB 2180 Reference Title: funeral directors board; appropriation; investigator
- H. HB 2181 Reference Title: animal crematories; licensure; funeral board
- I. HB 2183 Reference Title: funeral escorts; funeral board licensure
- J. HB 2184 Reference Title: (Amending § 32-4302) relating to board licensure, certification and registration

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).

- A. Update on execution of signing off on minutes of the Board.

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

March 17, 2020	April 21, 2020	May 19, 2020	June 16, 2020
July 21, 2020	August 18, 2020	September 15, 2020	
October 20, 2020	November 17, 2020	December 15, 2020	

17) ADJOURNMENT