



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 * Vacant, Public Member

**BOARD MEETING AGENDA - Revised
TUESDAY, July 21, 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 June 16, 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. Funeral Director:

- 1) Jeramy Graham (Universal Recognition, Provisional)
- 2) Cassandra Lugo (Provisional)

B. Embalmer:

- 1) Michelle Masi (Provisional)
- 2) Cassandra Lugo (Provisional)
- 3) Diana Jones (Temporary 30-day license A.R.S. 32-1326)
- 4) James Deaver (Temporary 30-day license A.R.S. 32-1326)

C. Cremationist:

- 1) Jeffrey Morris
- 2) Jason Chacon

D. Intern:

- 1) Matthew Asta
- 2) Isabel Brubach

E. Salesperson:

- 1) Jennifer Bartel (Provisional)

F. Funeral Establishment:

- 1) Sensible Cremations and Funerals LLC

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 2020-FDE-0006 – Adair Funeral Home Dodge

B. Docket 2020-FDE-0008 – Advantage Funeral & Cremation Services Golden Door

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-0002-Legacy Funeral Service (Not licensed in Arizona)

1. Follow-up to refer investigation to Colorado Attorney General, Consumer Protection

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. Information pertaining to unlicensed activity

1. Kayleb Carr
2. Sarah Granados

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. Information pertaining to unlicensed activity

1. Jessica Burke – Responsible Funeral Director at Green Acres Mortuaries & Cemeteries

11) 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. Maricopa County Department of Air Quality update on nighttime cremation

B. Pima County Department of Air Quality update on nighttime cremation

C. Funeral Home Capacity Tracker participation update

D. Maricopa County Public Fiduciary Contract

E. Update on 2020 License Renewals

12) 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.

13) DISCUSSION AND POSSIBLE ACTION ITEMS FOR FUTURE MEETINGS:

14) REVIEW OF SCHEDULED BOARD MEETINGS:

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

2020 BOARD MEETING SCHEDULE

AUGUST 18, 2020 SEPTEMBER 15, 2020
OCTOBER 20, 2020 NOVEMBER 17 2020 DECEMBER 15, 2020

15) ADJOURNMENT