



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

Natasha Culbertson Executive Director
www.funeralboard.az.gov

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Douglas A. Ducey
Governor

Samuel Bueler, Chairman/Industry Member * Amie Gazda, Secretary/Industry Member
Harold Adair, Industry Member * Joe Hornat, Public Member
Helene Bergeon, Public Member * Lemuel D. Cannon, Public Member

**BOARD MEETING AGENDA
TUESDAY, JUNE 15, 2021, 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.

All meetings are recorded and the recordings are posted on the Board’s website within three working days after the meeting in accordance with A.R.S. § 38-431.01(E).

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, Natasha Culbertson, 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 its website under the "Meetings and Minutes" link.

3) DECLARATION OF CONFLICTS OF INTEREST - A.R.S. § 38-503

4) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING APPROVAL OF 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 May 18, 2021
B. Executive Session Minutes of May 18, 2021

5) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING 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. Brandi Marie Nilles (also Embalmer)
2. Ramon Villagomez (Universal Recognition)

B. **Embalmer:**

1. Brandi Marie Nilles

C. **Cremationist:**

1. MaryJane Pietrovich

D. Salesperson:

1. Debbie Jo Donahue
2. Gerald Hanosh
3. Holly Ann Karpiak

E. Multiple Funeral Director

1. Jacqueline S. Wade

F. Establishment

1. Tucson Cremation, LLC, DBA Tucson Cremation Services
2. Choma Connections LLC, DBA CremationOnly.com

G. Crematory

1. Tucson Cremation, LLC, DBA Tucson Cremation Services

6) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING EXECUTIVE DIRECTOR DRAFTING AND ADMINISTRATION OF CONSENT AGREEMENTS

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.

7) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING COMMONWEALTH INSTITUTE OF FUNERAL SERVICE'S ONLINE ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAM

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.

8) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING ANNUAL TRUST REPORT DEFICIENCIES

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. Adair Funeral Home Dodge (EST-00863 /END-06676)

9) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING INVESTIGATION FILES

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-0021 Abel Funeral Services Inc.
- B. Docket 2020-FDE-0034 Avenidas Funeral Chapel
- C. Docket 2021-FDE-0007 Samuel R. Bueler
- D. Docket 2021-FDE-0019 Phoenix Memorial Park & Mortuary

10) REVIEW AND DISCUSSION REGARDING SECOND QUARTER INSPECTION UPDATE

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.

11) REVIEW AND DISCUSSION REGARDING LEGAL TRAINING FOR BOARD MEMBERS AND STAFF

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.

12) 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.

13) EXECUTIVE DIRECTOR REPORT (REVIEW, DISCUSSION)

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 to the Assumption of Responsibility form

14) FUTURE AGENDA ITEMS

15) REVIEW OF SCHEDULED BOARD MEETINGS

JULY 20, 2021	AUGUST 17, 2021	SEPTEMBER 21, 2021
OCTOBER 19, 2021	NOVEMBER 16, 2021	DECEMBER 21, 2021

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

16) ADJOURNMENT