



**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, MAY 18, 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 April 20, 2021
- B. Executive Session Minutes of April 14, 2021
- C. Executive Session Minutes of April 20, 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. Rachel E Musgrove
2. William Bonacorda

**B. Embalmer:**

1. Marcelle Mary Baldwin

**C. Intern:**

1. Cameron J Gillespie

**D. Salesperson:**

1. Cecilia Dominguez
2. Dyllan A Bakker

**6) REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING DRAFT CONSENT AGREEMENT(S)**

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-0019 Mohave Memorial Funeral and Cremation Services (Jerome Miratsky)

**7) 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-0015 Chino Valley Funeral Home  
B. Docket 2020-FDE-0020 Abel Funeral Services Inc. LLC

**8) ASSISTANT ATTORNEY GENERAL 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. Confidentiality and Qualified Immunity

**9) 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.

**10) EXECUTIVE 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. Annual Trust Report Success

B. Exam Policy Changes from The Conference

1. National Board Exam and State Board Exam Retake and Reschedule/Cancellation Policies

**11) FUTURE AGENDA ITEMS**

**12) REVIEW OF SCHEDULED BOARD MEETINGS**

JUNE 15, 2021	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.

**13) ADJOURNMENT**