



Douglas A. Ducey
Governor

ARIZONA STATE BOARD OF FUNERAL DIRECTORS AND EMBALMERS

Judith Stapley Executive Director
www.funeralboard.az.gov

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Kristina Dyr, Chairman/Public Member - James Ahearne, Secretary/Industry Member - Samuel Bueler, Industry Member- Harold Adair, Industry Member - Jack Peterson, Public Member, Amie Gazda, Industry Member

BOARD MEETING AGENDA

**TUESDAY MAY 21, 2019, • 9:00 A.M. • FIRST FLOOR CONFERENCE ROOM “B”
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. ACKNOWLEDGMENT OF PRESENCE OF LEGAL COUNSEL AND BOARD STAFF.

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

3) 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 APRIL 16, 2019.

4) 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.

5) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE FOLLOWING APPLICATIONS:

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) *PATRICK GRAHAM

B. EMBALMER:

1) *PATRICK GRAHAM

C. CREMATIONIST:

- 1) MARK DUNN
- 2) KEVIN WEAVER

D. INTERN:

1) NANCY MICHAUD

E. SALESPERSON:

- 1) JAMES LINCOLN
- 2) JODY CABEZAS
- 3) JOSHUA CHILTON
- 4) JEFFREY LEE
- 5) DONNA BERKERY
- 6) HEATH BALDWIN
- 7) CHRISTOPHER KRUCKO

F. MULTIPLE FUNERAL DIRECTOR:

- 1) * DEANE SENN

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 16F-201609-FNR, ANGEL'S CREMATION AND BURIAL, LLC – LEGAL UPDATE PROVIDED BY ASSISTANT ATTORNEY GENERAL, THOMAS RAINE
- B. SAGUARO VALLEY CREMATORY/ANGELS CREMATION AND BURIAL NOTICE OF CLAIM – LEGAL UPDATE PROVIDED BY ASSISTANT ATTORNEY GENERAL, THOMAS RAINE
- C. DOCKET 16F-201506-FNR (LC2017-000061-001 DT) SAGUARO VALLEY CREMATION SERVICES, LLC, JESSIE WELSH-ALEXIS, FRANKLIN LAMBERT AND PHILLIP SCOTT WARNER. LEGAL UPDATE PROVIDED BY ASSISTANT ATTORNEY GENERAL, THOMAS RAINE

7) FORMAL HEARING.

THE BOARD MAY REVIEW, DISCUSS AND VOTE TO ACT ON THE FOLLOWING CASE PURSUANT TO A.R.S. §32-1744(F). 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 2018-FDE-0023-FUNERARIA AZAHARES, LLC

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 2019-FDE-0008 –NATIONAL CREMATION SOCIETY

B. DOCKET 2019-FDE-0009 – AVENIDAS FUNERAL CHAPLE

C. DOCKET 2019-FDE-0007 – UNIVERSAL SOUTH MOUNTAIN MORTUARY

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. CONTINUING EDUCATION- GRAYSTONE ASSOCIATES INC.

- 1) Quick Start- 7 hours; Category C
- 2) Interpersonal Skills- 7 hours; Category C
- 3) Telephone Skills- 7 hours; Category C
- 4) Funeral Director Skills: Module One- 7 hours; Category C
- 5) Funeral Director Skills: Module Two- 7 hours; Category C

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. DISCUSSION ON A.R.S. 32-1381 LICENSE REQUIREMENT

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. RENEWALS FOR LICENSURE UPDATE

B. FOLLOW UP REGARDING RETENTION OF HUMAN REMAINS RELEASE FORM (HRRF)

C. TRUST REPORTS

- 1) 179 OUT OF 180 ESTABLISHMENTS WERE ONTIME
- 2) CURRENT TRUST REVENUE

D. SB1245-VITAL RECORDS; DEATH CERTIFICATE -FUNERAL DIRECTOR, INTERNS

E. ANNUAL AFCCA CONVENTION

12) SUMMARY OF CURRENT EVENTS BY LAW, THE SUMMARY OF CURRENT EVENTS IS LIMITED TO SUMMARIZING RECENT OCCURRENCES. 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:

A. SCHEDULED MEETING FOR JUNE 18, 2019, AND JULY 16, 2019

14) REVIEW OF SCHEDULED BOARD MEETINGS:

SUBJECT TO APPROPRIATE NOTICE THE BOARD RESERVES THE RIGHT TO CHANGE MEETING DATES.

2019 BOARD MEETING SCHEDULE

JANUARY 15, 2019	FEBRUARY 19, 2019	MARCH 19, 2019	APRIL 16, 2019
MAY 21, 2019	JUNE 18, 2019	JULY 16, 2019	AUGUST 20, 2019
SEPTEMBER 17, 2019	OCTOBER 15, 2019	NOVEMBER 19, 2019	DECEMBER 17, 2019

15) ADJOURNMENT