



Douglas A. Ducey – Governor

## Arizona State Board of Funeral Directors and Embalmers

1740 West Adams Street, Suite 3006, Phoenix, Arizona 85007

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 \* Robert Hockensmith, Public Member

### MINUTES REGULAR SESSION

Board Meeting Held On:

**Tuesday, September 15, 2020 • 9:00 a.m. • 1<sup>st</sup> Floor Conference Room “C”  
1740 West Adams Street • Phoenix, AZ 85007**

#### 1. CALL TO ORDER

Board Chair Samuel Bueler called the Board Meeting to order at 9:00 a.m. The following Members were present for the Board Meeting on September 15, 2020.

<b>Members Present:</b>	Samuel Bueler James Ahearne Amie Gazda Harold Adair	Chairman/Industry Member Secretary/Industry Member Industry Member Industry Member
<b>Members Present Telephonically:</b>	Helene Bergeon Robert Hockensmith Joe Hornat	Public Member Public Member (Joined 9:59 am) Public Member
<b>Board Staff Present:</b>	Judith Stapley Brandon Eaden Evelyn Estrella	Executive Director Investigator Licensing Administrator

**Attorney General's Office**

**Present Telephonically:** Scott Donald

Assistant Attorney General

**2. STATEMENT OF PURPOSE**

Board Chairman Sam Bueler read the Board's Statement of Purpose.

**3. DECLARATION OF CONFLICTS OF INTEREST**

Board member James Ahearne will recuse from item #6 (D) (4). Board member Amie Gazda will recuse from item #6 (E) (2).

**4. MINUTES**

Board member James Ahearne moved to approve the minutes of the August 18, 2020, Board meeting. Board member Amie Gazda seconded this motion. Motion passed unanimously 6-0 (Board Member Robert Hockensmith was not present for this motion).

**5. CALL TO THE PUBLIC**

No one came forward to speak.

**6. LICENSING**

By motion and second, and motion carrying, the following actions occurred relative to applications for licensure subject to the conditions noted:

<b>NAME</b>	<b>TYPE OF LICENSE</b>	<b>ACTION</b>	<b>MOTION BY</b>	<b>SECOND BY</b>
Sarah Black	Funeral Director	Approved 6-0	Ahearne	Adair
Sara Becker	Funeral Director	Approved 6-0	Ahearne	Adair
Manuel Gonzales	Funeral Director and Embalmer	Approved 6-0	Ahearne	Adair
Margaret Paluch	Funeral Director and Embalmer	Approved 6-0	Ahearne	Adair
Jami Lomeli	Temporary 30-day Temporary Embalmer License A.R.S. 32-1326	Approved 6-0	Ahearne	Adair
Naomi Bradbury-Marchand	Cremationist	Approved 6-0	Ahearne	Adair
John LaMonte	Cremationist	Approved 6-0	Ahearne	Adair
Veronica Hammar	Cremationist	Approved 6-0	Ahearne	Adair
Robert Burke	Cremationist	Approved 5-0 J. Ahearne recused	Adair	Gazda
Brenda Sandholm	Cremationist and Intern	Approved 6-0	Ahearne	Adair
Sarah Granados	Intern	Approved 5-0	Ahearne	Adair
Allison Soto	Intern	Approved 6-0	Ahearne	Adair
Sarah Pfohl	Intern	Approved 6-0	Ahearne	Adair
Casey McGill	Salesperson	Approved 6-0	Ahearne	Adair
Julie Bell	Salesperson	Approved 6-0	Ahearne	Adair
Hector Garcia	Salesperson	Approved 6-0	Ahearne	Adair

- 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-0036 – East Lawn Palms Mortuary & Cemetery

The complainant Steward Lind was present telephonically. Responsible Funeral Director Patrick Foley was present telephonically on behalf of East Lawn Palms Mortuary & Cemetery along with Cemetery Manager Ryan Seth Fosmire. After review and consideration, Board member Harold Adair moved to dismiss and refer this matter to the Department of Real Estate. This motion was seconded by Board member James Ahearne and carried 5-0. (Board member Joe Hornat was not present for this vote)

- 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. Maricopa County Funeral Assistance Program:

A brief overview of the new Maricopa County Funeral Assistance Program was provided by Jayson Matthews Vice President of Community Impact, Basic Needs with Valley of the Sun United Way. The website is anticipated to be live very soon. along with informational flyers for consumers and funeral establishments to use and distribute.

- 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).**

Board members were presented with material previously submitted to the Continuing Education (CE) Advisory Committee for review and consideration.

- A. Insight Institute – Certified Funeral Celebrants, Category of Professional Development. Board member James Ahearne moved to accept this course as Board approved CE material. This motion was seconded by Board member Harold Adair and carried 7-0.

- B. CRaKN, LLC – Paper to Cloud: Moving Technology Based Funeral Home Management, category of Professional Development. Board member James Ahearne moved to accept this course as Board approved CE material. This motion was seconded by Board member Amie Gazda and carried 7-0.
- C. Acceptance for attendance at other state Funeral Board regulatory meetings, category of State and Federal Laws. Board member James Ahearne moved to accept this as Board approved CE material. This motion was seconded by Board member Amie Gazda and carried 7-0.

## **10. 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. Quarterly Inspection Report

- 1. Board Investigator reported that 10 inspections had been conducted during the third quarter of 2020. Of those ten, one was for a new funeral establishment, seven for existing funeral establishments and two were for crematories. The total number of inspections for 2020 is twenty-three.

### B. Budget Report Submitted For FY22

- 1. FY22 budget was submitted and is posted on the website. Funding requests from FY21 were not granted. The same funding issues have been requested again for FY22.

### C. Sunset Audit Update

- 1. Board staff and Board Chairman Sam Bueler met with the team of auditors to review their findings. Auditors will make revisions to their findings, submit that to the Board for a response prior to publishing.

## **11. FUTURE AGENDA ITEMS**

Four items were presented for future consideration.

- A. Giving 2 hours of Continuing Education in the category of State and Federal Laws for individuals attending a Board meeting.
- B. A discussion of potential statutory changes that should be considered.

C. Provide an update on the Colorado Attorney General.

D. Provide an update on the Maricopa County Indigent Services Program.

**12. REVIEW OF SCHEDULED BOARD MEETINGS:**

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

**2020 BOARD MEETING SCHEDULE**

OCTOBER 20, 2020      NOVEMBER 17 2020                      DECEMBER 15, 2020

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

**13. ADJOURNMENT**

Board member James Ahearne moved to adjourn the meeting. This motion was seconded by Board member Amie Gazda and carried 7-0. The Board adjourned at 10:46 a.m.

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Judith Stapley  
Executive Director