BOARD MEETING AGENDA
TUESDAY, SEPTEMBER 17, 2019, 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 telephonically.

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. Acknowledgement 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 August 20, 2019

B. Board Executive Session Minutes of August 20, 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. The Board shall not discuss or take action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action pursuant to A.R.S. § 38-431.01(H).

5) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE FOLLOWING 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) Isla Bravo
   2) Chelsea Chilton
   3) Karoline Davidson
   4) Brett White
   5) David Zachman
   6) Kyle Thompson
   7) LaRae Backeberg *(Also Embalmer)*
   8) Carol Haring *(Also Embalmer)*
   9) Lillian Littlejohn *(Also Embalmer)*

B. Embalmer:
   1) LaRae Backeberg
   2) Carol Haring
   3) Lillian Littlejohn
   4) Kristina Cegon
   5) Amber Hardin
   6) Codie Sanders
   7) Amber Vargas
   8) Angela Weger
C. **Cremationist:**
   1) Kenneth Sells

D. **Intern:**
   1) Gabrielle Bennett
   2) Sirrine Homan

E. **Salesperson:**
   1) Dawn Hagman
   2) Governor Joy
   3) Carmella King
   4) Leigh-anne Harrison–Bigbie
   5) William Hogan
   6) Cynthia Paredes
   7) Cory Van Perkins
   8) Michael Wallace

F. **Establishment:**
   1) Bunker’s Gilbert Chapel

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 2019-FDE-0017 Able Funeral Services, Inc.

   B. Docket 2019-FDE-0021 Andre Chambers/Preston Funeral Home

   C. Docket 2019-FDE-0020 Benjamin Bueler

   D. Docket 2019-FDE-0022 Smart Cremation of Arizona
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. Discussion of Interagency Service Agreement with Veterinary Board to inspect pet crematories

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. Continuing Education Course
      1) North American Division of the British Institute of Embalmers-
         2019 BIE Professional Enrichment Conference - Education & Explanation,
         Cincinnati College of Mortuary Science, Tuesday, September 17, 2019;
         5 CEU’s; Category A, C

9) **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 by Gary Hendrix

10) **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.

   A. VACANT

11) **DISCUSSION AND POSSIBLE ACTION ITEMS FOR FUTURE MEETINGS:**

   A. VACANT
12) REVIEW OF SCHEDULED BOARD MEETINGS:
   Subject to appropriate notice, the Board reserves the right to change meeting dates.

   **2019 BOARD MEETING SCHEDULE**
   October 15, 2019    November 19, 2019    December 17, 2019

13) ADJOURNMENT