

# Supreme Court Board of Legal Document Preparers

Arizona State Courts Building  
1501 West Washington, Phoenix, AZ 85007  
Conference Room 230  
10:00 a.m. – 2:00 p.m.

**June 26 2006**

## Approved Regular Session Meeting Minutes

### Members Present:

Judge Roland Steinle  
Mary Carlton  
Frank Costanzo  
Vellia M. Piña  
Donald F. Steward  
Nancy Swetnam  
J. Ward Sturm

### Members Absent:

Jacqui Velde

### Telephonically Present:

Dr. Roger Hartley  
Virlynn Tinnell  
Carol L. Wells

### AOC Staff Present:

Linda Grau  
Nina Preston  
Kimberly Siddall  
Brenda Dominguez  
Kirk Smith  
Richard Sczerbicki

### Guest(s)

Richard Slatin  
Joe Glennon  
Guadalupe Salinas

## CALL TO ORDER

The regular session was called to order by Judge Roland Steinle at 10:17 a.m.

### 1) ADMINISTRATIVE ISSUES

*1-A: Update regarding proposed revisions of Arizona Code of Judicial Administration (“ACJA”) §§ 7-201 and 7-208.*

The Board was provided with the Arizona Judicial Council’s recommended amendments to the proposed revisions specific to ACJA § 7-208 for adoption by the Supreme Court. There was no Board action taken regarding the recommended amendments.

### 2) CERTIFICATION AND ELIGIBILITY

*2-A: Review and discussion regarding request to voluntarily surrender certification received from certificate holder Ann Atchison, certificate number 80756.*

Program staff recommended the Board accept the voluntary surrender of certificate holder Ann Atchison, pursuant to ACJA § 7-208(G)(2).

A **motion** was made by Judge Roland Steinle granting the request of Ann Atchison, certificate number 80756, to voluntarily surrender her legal document preparer certificate, pursuant to ACJA § 70-208(G)(2). Donald Steward seconded the motion. J. Ward Sturm recused. Motion passed. **LDP-06-187**

*2-B: Review and discussion regarding of Hearing Officer Kathryn Underwood's Recommendation Report regarding the initial individual application denial of Russ Rallo.*

Program Staff reported Mr. Rallo failed to appear for the hearing he requested regarding the denial of his application.

A **motion** was made by Frank Costanzo to affirm the denial of the Initial application of Russ Rallo. J. Ward Sturm seconded the motion. Motion passed. **LDP-06-188**

*2-C: Review and discussion regarding denial of initial individual certification to Charlene DeLucia.*

The Board discussed entering a Consent Agreement to grant certification to Charlene DeLucia, upon her taking and passing the Legal Document Preparer examination. The Board requested the Consent Agreement be redrafted to include the following: reimbursement of staff costs incurred to date; language stating Ms. DeLucia will comply with all laws, court rules and Orders; language stating if Ms. DeLucia fails to abide by the terms of the Consent Agreement it would be a violation of the Consent Agreement and disciplinary action including and up to revocation of her certificate could occur; and Ms. DeLucia must submit documentation to the Board of completing 10 hours of continuing education not less than 60 days after signing of the Consent Agreement.

A **motion** was made by Judge Roland Steinle to authorize the Attorney General to draft a Consent Agreement for Charlene DeLucia with the changes stated above and resubmit to the Board for the July 17, 2006 meeting, and further to request Program staff to notify Ms. DeLucia she must participate in the LDP Examination before a Consent Agreement can be entered. J. Ward Sturm seconded the motion. Mary Carlton opposed. Motion passed. **LDP-06-189**

*2-D: Review and discussion regarding LDP Examination requirement compliance.*

Linda Grau informed the Board there is a 93% passing rate for the LDP examination. Ms. Grau reported that to date, three individuals required by ACJA § 7-208 to participate in the examination have not, and the Board has initiated complaints regarding all others.

Virlynn Tinnell telephonically joined the meeting at 10:44 a.m.

### 3) REVIEW OF PENDING COMPLAINTS

*3-A: Review and discussion regarding Program complaint numbers 04-L047, 05-L072, 05-L119, 06-L025 and 06-L046.*

*04-L047*

A **motion** was made by Frank Costanzo to vacate review of complaint number 04-L047. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-190**

*05-L119*

A **motion** was made by Judge Roland Steinle to enter a finding probable cause exists in complaint number 05-L119. J. Ward Sturm seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-191**

A **motion** was made by Judge Roland Steinle to find Janice Buzzelle, certificate number 80677, subject to disciplinary action pursuant to ACJA § 7-208(H)(1)(a)(2) and requested Program staff proceed with the filing of Notice of Formal Charges and Right to Hearing pursuant to ACJA § 7-208(H)(6)(b). Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-192**

A **motion** was made by Judge Roland Steinle authorizing Program staff to work with the Attorney General's Office to pursue resolution of the complaint against Janice Buzzelle, certificate number 80677, by a Consent Agreement. Frank Costanzo seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-193**

*05-L072*

A **motion** was made by Judge Roland Steinle to enter a finding probable cause exists in complaint number 05-L072. Roger Hartley seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-194**

A **motion** was made by Judge Roland Steinle to find Mohammed Riyad, certificate number 80384, subject to disciplinary action pursuant to ACJA § 7-208(H)(1)(a)(1)(2), (H)(1)(a)(4) and (H)(1)(a)(8) and requested Program staff proceed with the filing of Notice of Formal Charges and Right to Hearing pursuant to ACJA § 7-208(H)(6)(b). Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-195**

*06-L025*

A **motion** was made by Frank Costanzo to enter a finding probable cause exists in complaint number 06-L025. Judge Roland Steinle seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-196**

06-L046

A **motion** was made by Mary Carlton to enter a finding probable cause exists in complaint number 06-L046. Judge Roland Steinle seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-197**

06-L025 and 06-L046

A **motion** was made by Mary Carlton to combine complaint numbers 06-L025 and 06-L046, and to enter a finding Richard French, certificate number 80700, and Equal Access to the Law, LLC, certificate number 80852, are subject to disciplinary action pursuant to ACJA § 7-208(H)(1)(a)(2) and (H)(1)(a)(3). Roger Hartley seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-198**

A **motion** was made by Mary Carlton to request Program staff to proceed with the filing of Notice of Formal Charges and Right to Hearing pursuant to ACJA § 7-208(H)(6)(b) against Richard French, certificate number 80700, and Equal Access to the Law, LLC, certificate number 80852, regarding complaint numbers 06-L025 and 06-L046. Judge Roland Steinle seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-199**

*3-B: Review and discussion of Hearing Officer Patricia Nolan's Recommendation Report regarding certificate holder Thomas Bojorquez, certificate number 80328, and complaint number 03-L010.*

A **motion** was made by Judge Roland Steinle to adopt Hearing Officer Patricia Nolan's Findings of Fact and Conclusions of Law in the matter of Thomas Bojorquez, certificate number 80328, regarding complaint number 03-L010. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-200**

A **motion** was made by Judge Roland Steinle to revoke the legal document preparer certificate issued to Thomas Bojorquez, certificate number 80328. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-201**

A **motion** was made by Judge Roland Steinle to access costs to Thomas Bojorquez, certificate number 80328, and authorize Judge Roland Steinle on behalf of the Board to fix the cost, upon the statement of cost submitted by the Program staff. Mary Carlton seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-202**

A **motion** was made by Judge Roland Steinle to access fines to Thomas Bojorquez, certificate number 80328, in the amount of \$2,000 per violation for a total fine of \$8,000. Donald Steward seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-203**

*3-C: Review and discussion of Hearing Officer Andrew Marshall's Recommendation Report regarding certificate holder Steven Wyner, certificate number 80365, and complaint numbers 05-L005, 05-L059 and 05-L071.*

**EXECUTIVE SESSION STARTED - 11:05 a.m.**

A **motion** was made by J. Ward Sturm to enter into Executive Session for legal advice from counsel. Roger Hartley seconded the motion. Motion passed. **LDP-06-204**

Nancy Swetnam recused and left the meeting at 11:05 a.m.

**EXECUTIVE SESSION ENDED - 11:20 a.m.**

**BREAK STARTED – 11:20 a.m.**

**BREAK ENDED – 11:31 a.m.**

Donald Steward announced the withdrawal of his application for consideration for reappointment to the Board.

**4) REVIEW OF CERTIFICATION APPLICATIONS**

*4-A: Review of pending applications for Standard certification.*

Kimberly Siddall reported the following applicant has demonstrated he meets the minimum eligibility requirements for Standard certification, the application is complete; no information has been presented during the background which is contrary to Standard certification being granted. Ms. Siddall recommended Standard certification be granted for the following individual:

1. *George H. Chant, III*

A **motion** was made by Judge Roland Steinle to grant Standard certification to George H. Chant, III. Mary Carlton seconded the motion. Motion passed. **LDP-06-205**

Kimberly Siddall reported the following applications are currently pending receipt of additional requested documentation or for the applicant to participate in the Legal Document Preparer examination. Ms. Siddall recommended the following applications be deferred to the July 17, 2006 Board meeting:

2. *Joel F. Velarde*
3. *Amalia Alvarez-Vieyra*
4. *AMCN Group, LLC (Marcia Nolan-Malsack)*
5. *Suzette Brown, PC (Suzette Brown)*
6. *Brittney N. Mendez*
7. *Martha G. Borga*
8. *Eddie W. Taylor*
9. *Statewide Document Preparation (Eddie W. Taylor)*

A **motion** was made by Judge Roland Steinle to defer consideration of the applications for the above listed individuals and business entities until the July 17, 2006 Board meeting. Mary Carlton seconded the motion. Motion passed. **LDP-06-206**

*4-B: Review of pending applications for renewal to Standard certification.*

Kimberly Siddall reported the following certificate holders have submitted applications for renewal to Standard certification. The applications are complete; no information has been presented during the background which is contrary to Standard certification being granted and the certificate holders have demonstrated they meet the minimum eligibility requirements for Standard certification. Ms. Siddall recommended renewal to Standard certification be granted to the following individuals:

10. *Anna Anderson*
11. *David Bear*
12. *Pamella Becerra*
13. *Mark Bluemke*
14. *Judith Celentano*
15. *Alicia Celis*
16. *Deborah Colon-Mateo*
17. *Karen Cooley*
18. *Laura Crawford*
19. *Roberta Dawson*
20. *Jennifer Di Gerolami*
21. *Gregory Economidis*
22. *Michael Fisher*
23. *Estelle Gaudreau*
24. *Carol Gray*
25. *Daniel Gray*
26. *Debra Griffin*
27. *Corinne Guthrie*
28. *Miguel Guzman*
29. *John Hanson*
30. *Terrill Haugen*
31. *Alicia Heflin*
32. *Larry Heywood*
33. *Carol Hooven*
34. *Elin Ingram*
35. *Victoria King*
36. *Katherine Kredit*
37. *Patricia Lewis*
38. *Tiffany Lloyd*
39. *Anjum Malone*
40. *Kevin Maloney*
41. *Mary Marcus*
42. *Salina McCarthy*

43. *Christopher McClory*
44. *Pamela Milburn*
45. *Saundra O'Day*
46. *Jody Patterson*
47. *Ronald Reed*
  
48. *Earlda Riordan*
49. *Gilbert Rodriguez*
50. *Betsy Ross-Retchin*
51. *Lori Rutledge*
52. *Linda Seger*
53. *Jan Sheets*
54. *Hayden Sinchak*
55. *Marianne Smith*
56. *George Staropoli*
57. *Silviano Tanori*
58. *Patricia Taylor*
59. *Melissa Tenny*
60. *James Tewalt*
61. *Jesse Torres*
62. *Di Anne Wentzloff*
63. *Michael Whittle*
64. *Debra Wild*
65. *Matthew Witman*

A **motion** was made by Judge Roland Steinle to grant renewal to Standard certification to the above listed applicants for the 2006-2007 certification period. Mary Carlton seconded the motion. Donald recused from numbers 14, 24, 43, 49 and 65. Motion passed. **LDP-06-207**

Kimberly Siddall reported the following certificate holders have demonstrated they have completed the continuing education requirement. However, they completed the required hours after the April 30, 2006 Board Continuing Education Policy deadline. No information has been presented during the background review which is contrary to Standard certification being granted and the certificate holders have otherwise demonstrated they meet the minimum eligibility requirements for Standard certification. Ms. Siddall recommended the following certificate holders be granted renewal to Standard certification and, pursuant to the Board Continuing Education Policy, they be assessed a delinquent CE compliance fee of \$25.00 to be remitted no later than July 31, 2006:

66. *Lillie Ackerman*
67. *Mark Applegate*
68. *Deanne Cywinski*
69. *Marcie Davies*
70. *Richard Davis*
71. *Tracey Dombroski*
72. *Dan Fore*

73. *Deanna Fore*
74. *David Goulet*
75. *Penny Haltom*
76. *Christopher Hill*
77. *Minzell Kelly*
78. *William Kelly*
79. *Magdeline Laws*
80. *Jessica Mendez*
81. *Elizabeth Moore*
82. *Sylvia Moreno*
83. *Joann Palmer*
84. *Debra Parks*
85. *Melinda Pierce*
86. *Joann Regan*
87. *Armando Saenz*
88. *Carol Smith*

A **motion** was made by Nancy Swetnam to grant renewal to Standard certification for the 2006-2007 certification period to the above listed applicants with the condition of receiving payment of the \$25.00 delinquent continuing education compliance fee no later than July 31, 2006. Mary Carlton seconded the motion. Donald Steward recused from numbers 75, 81 and 86. Motion passed. **LDP-06-208**

Kimberly Siddall reported the following certificate holders have submitted applications for renewal to Standard certification. The certificate holders disclosed or failed to disclose information required in the background information section of the application. The certificate holders have otherwise demonstrated they meet the minimum eligibility requirements for Standard certification. Ms. Siddall recommended the Board grant renewal to Standard certification to the following applicants:

89. *Patrick Ertz*
90. *Robert Hockensmith*
91. *Leah Keller*
92. *Dacoma Stevenson*
93. *Donna F. Vasquez*
94. *Kenneth Volk*
95. *Bruce Davidson*
96. *Emil Estopare*
97. *Daniel Taylor*
98. *Randy Furse*
99. *Julie A. Haigh*
100. *Rae Heimer*
101. *Carla Lief*
102. *Guadalupe Salinas*
103. *Karina Morales*
104. *Richard Slatin*

- 105. *Alfred McEwen*
- 106. *Marcia Nolan-Malsack*
- 107. *Dennis Lawrence*

A **motion** was made by Frank Costanzo to grant renewal to Standard certification for the 2006-2007 certification period to the above listed applicants. Vellia Piña seconded the motion. Donald Steward recused from numbers 94, 100 and 101. Motion passed. **LDP-06-209**

Kimberly Siddall reported the following certificate holder has submitted an application for renewal to Standard certification. The certificate holder failed to disclose information required in the background information section of the application. Ms. Siddall recommended the Board defer entering a certification determination until the July 17, 2006 meeting and invite Ms. Rust to appear at the meeting to provide the Board with information regarding the failures to disclose.

- 108. *Jan Rust*

A **motion** was made by Judge Roland Steinle to defer certification determination until the July 17, 2006 Board meeting for Jan Rust and to invite her to attend the July meeting to clarify her failure to disclose information required in the background information section of her individual application. J. Ward Sturm seconded the motion. Motion passed. **LDP-06-210**

Linda Grau reported the following certificate holders have submitted applications for renewal to Standard certification. The certificate holders responded to the Board's request for an explanation regarding the failure to disclose pending Program matters on their applications.

- 109. *Richard French, II*
- 110. *Equal Access to the Law, LLC (Richard French)*

A **motion** was made by Judge Roland Steinle to defer consideration of renewal of individual and business entity applications for Richard French and Equal Access to the Law, LLC until July 17, 2006 and requested Program staff return to the Board with a draft of the Notice of Formal Charges for Board review. Further, both the individual and business entity Initial certificates shall remain in effect pending the Board's July 17, 2006 review of the renewal applications and the draft of the Notice of Formal Charges. J. Ward Sturm seconded the motion. Motion passed. **LDP-06-211**

Kimberly Siddall reported the following individuals have responded to the Board's June 12, 2006 request for continuing education documentation. No information has been presented during the background review which is contrary to Standard certification being granted and the certificate holders have otherwise demonstrated they meet the minimum eligibility requirements for Standard certification. Ms. Siddall recommended the following certificate holders be granted renewal to Standard certification and, pursuant to the Board Continuing

Education Policy, they be assessed a delinquent CE compliance fee of \$25.00 to be remitted no later than July 31, 2006:

118. *Susan Leong*

127. *Julian Anderson*

138. *Irene Mayer*

A **motion** was made by Nancy Swetnam to grant renewal to Standard certification for the 2006-2007 certification period to the above listed applicants with the condition of receiving payment of the \$25.00 delinquent continuing education compliance fee no later than July 31, 2006. Mary Carlton seconded the motion. Donald Steward recused from number 127. Judge Roland Steinle recused from 118. Motion passed. **LDP-06-212**

Kimberly Siddall reported the following individual has responded to the Board's June 12, 2006 request for continuing education documentation. No information has been presented during the background review which is contrary to Standard certification being granted and the certificate holder has otherwise demonstrated she meets the minimum eligibility requirements for Standard certification. Ms. Siddall recommended the following certificate holder be granted renewal to Standard certification:

123. *Nina Tross*

A **motion** was made by Nancy Swetnam to grant renewal to Standard certification for the 2006-2007 certification period to Nina Tross. Mary Carlton seconded the motion. Motion passed. **LDP-06-213**

Kimberly Siddall reported the following individual has requested the Board accept her eight hours of continuing education due to the fact the paper application which she filed contained a typographical error. The application under the continuing education portion stated if your certification was granted after January 1, 2005 (which should have stated 2006 not 2005) you are required to complete no less than five hours.

132. *Lucinda Diaz*

A **motion** was made by Nancy Swetnam to grant renewal to Standard certification for the 2006-2007 certification period to Lucinda Diaz with the condition Ms. Diaz submit proof of completing two hours of continuing education to the Program by the July 17, 2006 Board meeting. J. Ward Sturm seconded the motion. Frank Costanzo opposed. Motion passed. **LDP-06-214**

Kimberly Siddall reported the following individuals have not responded to the Board's June 12, 2006 request for additional information. Therefore, Ms. Siddall recommended the Board defer consideration of these applications until such time as the certificate holders provide their continuing education documentation, demonstrate they have completed the ten hour requirement, or until their requests for credit approval can be reviewed by the Board at the

July 17, 2006 meeting. Ms. Siddall further recommended the Board request Program staff to notify these certificate holder, in writing, that their certificates will expire on June 30, 2006, pending further Board review, and to direct the certificate holders to remedy all shortfalls no later than 5:00 p.m. on Monday, July 10, 2006.

- 111. *Wallace Buckley*
- 112. *Deborah Burt*
- 113. *Janneth Cardenas*
- 114. *Ryan Gibson*
- 115. *Charlotte Hargreaves*
- 116. *Tauqir Jilani*
- 117. *Dawn Kaiser*
- 119. *George Preston Parker*
- 120. *Michael Roberson*
- 121. *Tracy Stanfield*
- 122. *Cheryl Thurman*
- 124. *Susan Vasquez*
- 125. *James Weathersby*
- 126. *Tina Wickland*
- 128. *Lauri-Beth Anderson*
- 129. *Paul Brown*
- 130. *Victor Calvario*
- 131. *Dan Davis*
- 133. *Ank-Kim Doan Pickell*
- 134. *Barbara French*
- 135. *Michael James*
- 136. *Lynn Johnson*
- 137. *Cherie Koch*
- 139. *Armida Mitchell*
- 140. *Brian Moltz*
- 141. *Sherry Pietilainen*
- 142. *Maria Rodriguez*
- 143. *Andrew Saper*
- 144. *Betty Ulibarri*
- 145. *Darla Winters*
- 146. *Richard Rochford*

A **motion** was made by Judge Roland Steinle to defer consideration of the above listed applications until the July 17, 2006 Board meeting and requested Program staff notify the certificate holders, in writing, that their certificates will expire on June 30, 2006, pending further Board review, and to direct the certificate holders to remedy all shortfalls no later than 5:00 p.m. on Monday, July 10, 2006. Frank Costanzo seconded the motion. Motion passed. **LDP-06-215**

Linda Grau reported the following applicant has submitted an application for renewal to Standard certification. Ms. Grau recommended the Board deny Mr. Riyad's application for

renewal to Standard certification pursuant to ACJA § 7-208 (E)(5)(b)(1)(c) for having been found to have committed a material misrepresentation in applying for certification on the 2005-06 renewal application for his business entity, MSB Riyadh Legal Consultants, LLC, pursuant to ACJA § 7-208(E)(5)(b)(1)(g) as Mr. Riyadh is subject to revocation or suspension of certification based on the District of Arizona Bankruptcy Court Adversarial action taken in case number 05-00434-SSC, and pursuant to ACJA § 7-208 (E)(5)(b)(1)(h) for his having been found civilly liable in an action involving fraud, intentional misrepresentation, misappropriation, theft or conversion in the Bankruptcy Court action.

*147. Mohammed Riyad*

A **motion** was made by Judge Roland Steinle to deny renewal to Standard certification to Mohammed Riyad pursuant to ACJA § 7-208(E)(5)(b)(1)(c), (E)(5)(b)(1)(g) and (E)(5)(b)(1)(h). J. Ward Sturm seconded the motion. Motion passed. **LDP-06-216**

Kimberly Siddall reported the following business entities have submitted applications for renewal to Standard certification. The applications are complete; no information has been presented during the background which is contrary to Standard certification being granted. The business entities have demonstrated they meet the minimum eligibility requirements for Standard certification. Ms. Siddall recommended Standard certification be granted to the following business entities:

- 148. 1 Stop Document Resource Center, LLC (Patricia Steward)*
- 149. 1322 Corporation (Dan Fore)*
- 150. A.D. Scott, LTD. (Mary Jo Edel)*
- 151. AAA Legal Services Inc. (Joseph Glennon)*
- 152. Accurate Lien and Contractor Assistance, Inc. (Mark Applegate)*
- 153. Affiliated Document Preparers, Corp. (Carol Gray)*
- 154. Affordable Document Preparation, LLC (Emil Estopare)*
- 155. Affordable Legal Document Services, Inc. (Carol Keller)*
- 156. Affordable Services, Inc. (David Hendrickson)*
- 157. Agencia Hispana (Carlos Galindo)*
- 158. Americana Services (Vellia Pina)*
- 159. Arizona Paralegal Services, Inc. (Deborah Moldovan)*
- 160. Arizona Wills & Trusts of Tucson, LLC (Allan Bonhoff)*
- 161. Awareness Legal Services, Inc. (Darren Ortiz)*
- 162. Ayuda Legal Help LLC (Ramon Garcia)*
- 163. A-Z Estate and Document Service, LLC (Michelle Blair)*
- 164. AZ Lien Services, Inc. (Lillian Stephens Murray)*
- 165. Bankruptcy & Divorce (Rae Heimer)*
- 166. Bart Stevens Guardianship Filing Services (Bart Stevens)*
- 167. Bishop & Associates, Inc. (David Bishop)*
- 168. Blackwood LLC (Carol Wells)*
- 169. Cadden Community Management, Inc. (Debra Wild)*
- 170. Capital Consultants Management Corporation (Jacqueline Vigil)*
- 171. Carla's Paralegal Services, LLC (Carla Lief)*

172. *Celentano's Mobile Notary Service, Inc (Judith Celentano)*
173. *Center for Divorce Mediation & Alternative Dispute (Mary Marcus)*
174. *Certified Estate Administration Services, LLC (Ranae Settle)*
175. *Certified Legal Document Preparers, LLC (Allen Merrill)*
176. *City Property Management Company (Jodi Phelps)*
177. *Construction Notice Services, Inc (Debra Pope)*
178. *Continental Recovery Services (Laura Pavey)*
179. *Davidson Financial Services, LLC (Bruce Davidson)*
180. *Dawson Documents LLC (Roberta Dawson)*
181. *Discount Divorce Professional, LLC (James Jennings)*
182. *Divorce Packet Processing LLC (Linda Seger)*
183. *Divorce, Custody & Child Support Services, Inc. (Richard Slatin)*
184. *Document Resource Center, LLC (Donald Steward)*
185. *Eastlack Paralegal Services, LLC (Angela Eastlack)*
186. *Economidis Mediation Services, L.L.C. (Gregory Economdis)*
187. *Edward M. Osinski, CPA, PC (Edward Osinski)*
188. *Emerald Capital Preservation of Arizona, LLC (Carol Smith)*
189. *EMIT, Inc. (Melissa Tenny)*
190. *Essential Estate Plans (Allan Bonhoff)*
191. *Estate Planning Solutions, Inc. (James Tewalt)*
192. *ETN, Ltd (Warner Lewis, III)*
193. *Farnsworth Wholesale Company (Jan Sheets)*
194. *Financial Security Group of Arizona, Inc. (Joann Regan)*
195. *Financial Strategies, Inc. (Michael Anderson)*
196. *Fishgold Financial Services Limited (Valerie Fishgold)*
197. *Fortress Documents (Kevin Maloney)*
198. *GFA Wealth Design, LLC (Erica Kloner)*
199. *Grand Canyon Planning Associates LLC (Tracey Dombroski)*
200. *Griffin Paralegal Services, LLC (Debra Griffin)*
201. *Guardian Estate Planning Service (Dan Taylor)*
202. *Guardian Financial Planning Services, Inc. (Patrick Ertz)*
203. *Harrison CPA & Consulting, PC (Elizabeth Harrison)*
204. *Herman and Associates, LLC (Lucy Herman)*
205. *Heywood Realty & Investment, Inc. (Larry Heywood)*
206. *James L. Bruce Enterprises, Inc. (James Bruce)*
207. *Joann Palmer Paraprofessional LLC (Joann Palmer)*
208. *Kachina Management, Inc. (Christina Collura)*
209. *Karla's Paralegal Services, Inc. (Karla Wyrostek)*
210. *Lagas & Associates Paralegal Services, LLC (Leanora Lagas)*
211. *Laguna Business Services, LLC (Edward Smith)*
212. *Langston-Hancock Legal Documents (Frances Langston-Hancock)*
213. *Legal Type Documents (Debra Parks)*
214. *Legalzoom.Com, Inc. (Brian Liu)*
215. *Lepin and Renahan Management Inc. (Karen Lepin)*
216. *Lloyd Paralegal Services, LLC (Elizabeth Lloyd)*
217. *Majestic's Paralegal Center (Julie Haigh)*

218. *Metro Association Management (Linda Kellogg)*
219. *Metro Tax, Inc. (Michael Whittle)*
220. *Montgomery & Associates, Inc. (Carol Aragon-Montgomery)*
221. *Moon Valley Legal Services, Inc. (Karla Motsenbocker)*
222. *Mtn. Holiday, Inc. (Russell Ehlinger)*
223. *Nancy L. Anderson LLC (Nancy Anderson)*
224. *National Document Filing & Retrieval, Inc. (Scott Boyer)*
225. *National Future Benefits Unlimited, Inc. (Vanessa Noce)*
226. *Northcott Bellow and Associates, Inc. (Leo Krambeal)*
227. *Northern Arizona Investment Group, Inc. (Jane Whitley)*
228. *Ogden Services Incorporated (Bonnie Ogden)*
229. *Out-Of-Court Solutions (Oliver Ross)*
230. *Paradox Document Preparation Service, L.L.C. (Jenifer Bone)*
231. *Peoria Nu Start Bankruptcy (Debra Parks)*
232. *Per Sue Incorporated (Leonard Perez)*
233. *Planned Development Services, Inc. (Lori Rutledge)*
234. *Richard C. Hoyt & Associates, Inc (Richard Hoyt)*
235. *RLH Group (Robert Hall)*
236. *Roadrunner Ridge Enterprises, LLC (Cynthia Wilson)*
237. *Robert F Hockensmith, PC (Robert Hockensmith)*
238. *Safe Split, LLC (Melissa Tenny)*
239. *Salmon & Associates Business Consulting, LLC (Phillip Salmon)*
240. *Samuel E. Ingrams & Co., Inc. (Elin Ingram)*
241. *Sandra Mejia, LLC (Sandra Mejia)*
242. *Servicios Hispanos (Karina Morales)*
243. *Simply Legal, Inc. (Jody Patterson)*
244. *Southwest Resource Mgt. Corp. (Minzell Kelly)*
245. *Stevens Paralegal Services, LLC (Jette Stevens)*
246. *Strategic Tax Planning LLC (Lynn Forman)*
247. *T.F.C. Ventures, Inc. (Lori Kort)*
248. *That Paralegal Place, Inc. (Carol Hooven)*
249. *The Lien Group, LLC (Eugenia "Jeanne" Lien)*
250. *Tri-City Property Management Services, Inc. (Elaine Anghel)*
251. *Valleywide Legal Documents, LLC (Karen Cooley)*
252. *We the People Forms & Service Center of Pima Cnty (Kathryn Demorest)*
253. *We the People of Phoenix, Inc. (Maria Lungo)*
254. *West-Word Services Corp. (Chris West)*
255. *White Mountain Paralegal Service, LLC (Richard Dandis)*
256. *Wilson, Keller & Associates LLC (Leah Keller)*

A **motion** was made by Judge Roland Steinle to grant renewal to Standard certification for the 2006-2007 certification period to the above listed business entity applicants. Frank Costanzo seconded the motion. Vellia Piña recused from number 158. Mary Carlton recused from 150. Donald Steward recused from numbers 148, 151, 158, 175, 179, 181, 182, 184, 213, 216, 231, 232, 234, 241, 242, 247, 248 and 249. Motion passed. **LDP-06-217**

Kimberly Siddall reported the following business entities submitted applications for renewal to Standard certification. The identified business entity designated principals have not submitted individual renewal applications or have not yet completed requirements for Standard certification. Ms. Siddall recommended the Board defer consideration of the following applications to the July 17, 2006 Board meeting and require the business entities to submit a qualified alternative designated principal or have the current designated principal submit an application by no later than 5 p.m. on July 3, 2006:

257. *Building Industry Credit Association (Essie Jones)*

258. *Caprenos, Inc. (Cynthia Wood)*

259. *Hasslacher Tax & Financial (John Hasslacher)*

260. *Law & Reed CPA's, PC (Michael Law)*

A **motion** was made by Judge Roland Steinle to defer consideration of the above listed applications until July 17, 2006 Board meeting and require the business entities to submit a qualified alternative designated principal or have the current designated principal submit an application by no later than 5:00 p.m. on July 3, 2006. Donald Steward seconded the motion. Motion passed. **LDP-06-218**

Kimberly Siddall reported the following business entity has submitted an application for renewal to Standard certification. Ms. Siddall recommended deferring consideration of this application until the July 17, 2006 Board meeting and request Program staff notify the designated principal, in writing, of the June 30, 2006 expiration of certification pending the Board's July review. It is further recommended the Board direct the designated principal to provide additional information about the status of the business entity formation and provide a current Certificate of Good Standing by 5:00 p.m. July 10, 2006.

261. *Western Estate Services (Michael Fisher)*

A **motion** was made by Judge Roland Steinle to defer consideration of the business entity application for Western Estate Services until the July 17, 2006 Board meeting and requested Program staff notify the designated principal, in writing, of the June 30, 2006 expiration of certification pending the Board's July review. Further, request the designated principal provide additional information about the status of the business entity formation and provide a current Certificate of Good Standing by 5:00 p.m. July 10, 2006. Mary Carlton seconded the motion. Motion passed. **LDP-06-219**

*4-C: Review of Business Entity Exemption Extension Requests for the 2006-07 certificate period.*

Linda Grau recommended the following Business Entity Exemption Extensions be granted for the 2006-2007 certificate period:

262. *Affordable Legal Document Services, Inc. (Carol Keller)*

263. *Affordable Services, Inc. (David Hendrickson)*

264. *Arizona Paralegal Services, Inc. (Deborah Moldovan)*

265. *Arizona Wills & Trusts of Tucson, LLC (Allan Bonhoff)*
266. *Awareness Legal Services, Inc. (Darren Ortiz)*
267. *Bishop & Associates, Inc. (David Bishop)*
268. *Blackwood LLC (Carol Wells)*
269. *Carla's Paralegal Services, LLC (Carla Lief)*
270. *Celentano's Mobile Notary Service, Inc (Judith Celentano)*
271. *Divorce Packet Processing LLC (Linda Seger)*
272. *Divorce, Custody & Child Support Services, Inc. (Richard Slatin)*
273. *Eastlack Paralegal Services, LLC (Angela Eastlack)*
274. *Emerald Capital Preservation of Arizona, LLC (Carol Smith)*
275. *Essential Estate Plans (Allan Bonhoff)*
276. *Guardian Financial Planning Services, Inc. (Patrick Ertz)*
277. *Karla's Paralegal Services, Inc. (Karla Wyrostek)*
278. *Laguna Business Services, LLC (Edward Smith)*
279. *Langston-Hancock Legal Documents (Frances Langston-Hancock)*
280. *Metro Association Management (Linda Kellogg)*
281. *Mtn. Holiday, Inc. (Russell Ehlinger)*
282. *Out-Of-Court Solutions (Oliver Ross)*
283. *Peoria Nu Start Bankruptcy (Debra Parks)*
284. *Roadrunner Ridge Enterprises, LLC (Cynthia Wilson)*
285. *Simply Legal, Inc. (Jody Patterson)*
286. *Strategic Tax Planning, LLC (Lynn Forman)*

A **motion** was made by Nancy Swetnam to grant Business Entity Exemptions to above listed business entities for the 2006-2007 certificate period. Mary Carlton seconded the motion. Donald Steward recused from numbers 271 and 283. Motion passed. **LDP-06-220**

Linda Grau reported the following business entities have previously been granted a business entity fee exemption and have applied for renewal to Standard certification. However, these business entities have not provided a Business Entity Exemption Extension form or, in the alternative, the application fee. Ms. Grau recommended the Board request Program staff contact the following business entities and have them provide the Business Entity Exemption Extension form or the fee to the Program no later than 5:00 p.m. July 3, 2006:

287. *A-Z Estate and Document Service, LLC (Michelle Blair)*
288. *Davidson Financial Services, LLC (Bruce Davidson)*
289. *Economidis Mediation Services, L.L.C. (Gregory Economdis)*
290. *Financial Strategies, Inc. (Michael Anderson)*
291. *Griffin Paralegal Services, LLC (Debra Griffin)*
292. *James L. Bruce Enterprises, Inc. (James Bruce)*
293. *Joann Palmer Paraprofessional LLC (Joann Palmer)*
294. *Moon Valley Legal Services, Inc. (Karla Motsenbocker)*
295. *Nancy L. Anderson LLC (Nancy Anderson)*
296. *Salmon & Associates Business Consulting, LLC (Phillip Salmon)*
297. *The Lien Group, LLC (Eugenia Lien)*

A **motion** was made by Nancy Swetnam to request Program staff contact the following business entities and have them provide the Business Entity Exemption Extension form or the application fee to the Program no later than 5:00 p.m. July 3, 2006. Judge Roland Steinle seconded the motion. Donald Steward recused from numbers 287 and 297. Motion passed. **LDP-06-221**

Linda Grau reported the following business entity has submitted an application for renewal to Standard Certification. The application is complete; no information has been presented during the background which is contrary to Standard certification being granted. The business entity has demonstrated it meets the minimum eligibility requirements for Standard certification. Ms. Grau recommended Standard certification be granted to the following business entity:

298. *Valley Docs & Paralegal Services, LLC (Mary Carlton)*

Linda Grau recommended the following Business Entity Exemption Extension be granted for the 2006-2007 certificate period:

299. *Valley Docs & Paralegal Services, LLC (Mary Carlton)*

A **motion** was made by Nancy Swetnam to grant renewal to Standard certification and Business Entity Exemption Extension to Valley Docs & Paralegal Services, LLC for the 2006-2007 certification period. Donald Steward seconded the motion. Mary Carlton recused. Motion passed. **LDP-06-222**

### **BREAK FOR LUNCH - 12:00 p.m.**

Frank Costanzo left the meeting at 12:17 p.m.

### **BREAK ENDED- 12:31 p.m.**

### **3) REVIEW OF PENDING COMPLAINTS**

*3-C: Review and discussion of Hearing Officer Andrew Marshall's Recommendation Report regarding certificate holder Steven Wyner, certificate number 80365, and complaint numbers 05-L005, 05-L059 and 05-L071. (revisited)*

Nancy Swetnam recused from the discussion.

The Board rejected the recommendation of Hearing Officer Andrew Marshall to dismiss the matter and assess costs against the State regarding certificate holder Steven Wyner.

Nina Preston, legal counsel, provided the Board with a draft Motion and an Order she prepared for Board consideration regarding certificate holder Steven Wyner and complaint numbers 05-L005, 05-L059 and 05-L071.

A **motion** was made by Judge Roland Steinle to adopt the proposed Order in the matter of Steven Wyner, certificate number 80365 regarding complaint numbers 05-L005, 05-L059 and 05-L071, and further to authorize Judge Roland Steinle to sign the Order on behalf of the full Board. Donald Steward seconded the motion. Nancy Swetnam recused. Motion passed. **LDP-06-223**

### **CALL TO THE PUBLIC**

There was no response.

The Board thanked Donald Steward for his past service to the Board and wished him well on his future endeavors.

### **ADJOURN**

A **motion** was made by Mary Carlton to adjourn. J. Ward Sturm seconded the motion. Motion passed. **LDP-06-224**

Meeting adjourned at 12:36 p.m.

/bld