



# Board of Legal Document Preparers

Arizona State Courts Building  
1501 West Washington Street  
Phoenix, Arizona 85007

January 27, 2020  
Time: 10:00 a.m.  
Hearing Room 109

## Regular Session Minutes

### MEMBER ATTENDANCE:

#### Present:

#### Telephonically Present:

#### Absent:

Paul Friedman	Mary Carlton, Chair	Cheri Clark
Becky Nilsen	Mary Jo Randall	
	Jerry Thomas	
	Pamela Milburn	
	Deborah Colon-Mateo	
	Hon. Michael Herrod	

### OTHER ATTENDEES:

#### AOC Staff:

#### Guests:

Michelle Martinez	Tijuana Waters
Hal White	Bobby Hernandez
Wil Castro	Jacqueline Seiresen
Mark Wilson	Gregory Kelly
Brianna Farmer	Areli Rivera
Dominique Cidro	Melissa Hill
Lorena Landeros	Pamela Peiser, AAG

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**CALL TO ORDER**

*Called to Order By:*

**Mary Carlton, Chair**

*Time:* 10:01 a.m.

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**1) REVIEW AND APPROVAL OF MEETING MINUTES**

*Individuals Addressing the Board:*

**Mary Carlton, Chair**

*I-A:* Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of November 18, 2019.

*Discussion:* None.

*Motion:* Consideration of and motion to accept the regular session minutes of the November 18, 2019 meeting.

*Motion Proposals:* First Paul Friedman  
Second Becky Nilsen

*Motion Results:* Pass

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**2) PENDING COMPLAINTS .....Mark Wilson**

*2-A:* Review, discussion and possible action regarding complaint number 18-L006 involving certificate holder Maite Perez-Martinez .

*Discussion:* After reviewing the file including the interview recordings and the subsequent interview with Maite Perez-Martinez the Division cannot substantiate whether Maite Perez-Martinez recommended the forms or if the client requested the forms. Therefore, Division staff requests that the Board reconsider its determination of January 28, 2019 and dismiss Allegation 1.

*Motion:* Consideration of and motion to accept staff's recommendation.

*Motion Proposals:* First Paul Friedman  
Second Becky Nilsen

*Motion Results:* Pass

*Discussion:* It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Maite Perez-Martinez and MP Legal Services, LLC have committed the alleged act(s) of misconduct as detailed in Allegation 2 of the Investigation Summary and Allegation Analysis Report

in complaint number 18-L006 and enter a finding grounds for formal disciplinary action exists pursuant to ACJA § 7-201(H)(6) for act(s) of misconduct involving ACJA § §7-201(H)(6)(k)(7); 7-201(H)(6)(k)(8) and 7-208 (J)(1)(d) preparing immigration documents which were inappropriate and providing misleading information. It is further recommended the Board issue a Censure to Maite Perez-Martinez and MP Legal Services, LLC.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

**2-B:** Review, discussion and possible action regarding complaint number 19-L012 involving certificate holder Sabrina Lopez.

**Discussion:** It is recommended the Board adopt the findings of the Probable Cause Evaluator and issue a Letter of Concern.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

**2-C:** Review, discussion and possible action regarding complaint number NC18-L002, and Superior Court action CV2018-011902 involving Randi Rosen and Rosen Paralegal Services.

**Motion:** Motion to enter executive session for legal advice.

**Motion Proposals:** First Mary Carlton  
Second Becky Nilsen

**Motion Results:** Pass

**Time Start:** 10:16 a.m. **Time End:** 10:22 a.m.

**Discussion:** It is recommended that the Board reject settlement offer as proposed or submit a counteroffer that would satisfy any concerns the Board has concerning recidivism.

**Motion:** Motion to reject the settlement offer and proceed to hearing.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen  
Recused Hon. Michael Herrod

**Motion Results:** Pass

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**3) INITIAL CERTIFICATION AND ELIGIBILITY.....Wil Castro**

**3-A:** Review, discussion and possible action regarding the following application for initial, individual, business entity legal document preparer certification:

1. Angela Gomez

**Discussion:** The Division recommends approval of initial legal document preparer certification for Angela Gomez.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Freidman  
Second Becky Nilsen

**Motion Results:** Pass

2. Gregory Kelly

**Motion:** Motion to enter executive session for legal advice.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

**Time Start:** 10:29 a.m. **Time End:** 10:39 a.m.

**Discussion:** The Division recommends denial of initial legal document preparer certification for Gregory Kelly pursuant to ACJA § 7-201(E)(2)(c)(1), for failure to meet the qualifications and eligibility requirements pursuant to ACJA § 7-208(E).

Gregory Kelly is present and addresses the Board.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Mary Carlton  
Second Becky Nilsen

**Motion Results:** Pass

3. Martha Rodriguez

**Discussion:** The Division recommends denial of initial legal document preparer certification for Martha Rodriguez pursuant to ACJA § 7-201(E)(2)(c)(1), for failure to meet the qualifications and eligibility requirements as outlined in ACJA § 7-208(E), and violations of ACJA § 7-201(E)(2)(c)(2)(b)(xv) for failure to disclose information on the certification application subsequently

revealed through the background check and ACJA § 7-201(E)(2)(c)(2)(b)(xiv) for making a false or misleading oral or written statements to staff and the Board.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

4. Bobby Hernandez

**Discussion:** The Division recommends approval of initial legal document preparer certification for Bobby Hernandez.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Freidman  
Second Becky Nilsen

**Motion Results:** Pass

5. Professional Administrative Licensing Services, LLC

**Discussion:** The Division recommends approval of initial legal document preparer business certification for Professional Administrative Licensing Services, LLC .

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Freidman  
Second Becky Nilsen

**Motion Results:** Pass

6. William Bishop

**Discussion:** The Division recommends approval of initial legal document preparer certification for William Bishop with the standard cautionary language regarding the uses of the "JD" designation.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Mary Jo Randall  
Second Paul Friedman

**Motion Results:** Pass

7. Jacqueline Siersen

**Discussion:** The Division recommends approval of initial legal document preparer certification for Jaqueline Siersen with standard non-disclosure language.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

8. Areli Rivera

**Discussion:** The Division recommends approval of initial legal document preparer certification for applicant Areli Rivera with standard non-disclosure language.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

9. Graciele Di Lelle

**Discussion:** The Division recommends approval of initial legal document preparer certification for Graciele Di Lelle.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

10. Frazier Document Preparation and Paralegal Services

**Discussion:** The Division recommends approval of initial legal document preparer business certification for Frazier Document Preparation and Paralegal Services and further recommends approval for the business entity exemption.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

11. Carlos Mohammed (aka David Adams)

**Discussion:** The Division recommends denial of initial legal document preparer certification for Carlos Mohammed (aka David Adams) pursuant to ACJA § 7-201(E)(2)(c)(2)(b)(xv) for failure to disclose information on the certification application subsequently revealed through the background check and ACJA § 7-201(E)(2)(c)(2)(b)(i) for committing material misrepresentation, omission, fraud, dishonesty, or corruption in the application form due to his failure to properly disclose his current legal name..

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

12. Jessica Johnston

**Discussion:** The Division recommends approval of initial legal document preparer certification for Jessica Johnston.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

13. Mardini Multi-Services, LLC

**Discussion:** The Division recommends denial of initial legal document preparer certification for Mardini Multi-Services, LLC for failure to disclose facts later learned through investigation. See ACJA § 7-201(E)(2)(c)(2)(b)(xv).

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Mary Carlton

**Motion Results:** Pass

14. Tiajuana Waters

**Discussion:** The Division recommends approval of initial legal document preparer certification for Tiajuana Waters with non-disclosure language.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

- 15. Mandi Hemming
- 16. EZ Legal Documents, LLC

**Discussion:** The Division recommends approval of initial legal document preparer certification for Mandi Hemming and business certification for EZ Legal Documents, LLC with non-disclosure language and further recommendation for approval of business entity exemption.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

- 17. Kemberton Healthcare Services, LLC

**Discussion:** The Division recommends approval of initial legal document preparer business certification for Kemberton Healthcare Services, LLC with non-disclosure language.

**Motion:** Motion to defer matter until business member can attend in person or telephonically for questions.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

- 18. Seth Nwosu

**Discussion:** The Division recommends denial of initial legal document preparer certification for Seth Nwosu for violations of ACJA § 7-201(E)(2)(c)(2)(b)(i), (ii) & (xv).

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Paul Friedman  
Second Becky Nilsen

**Motion Results:** Pass

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**CALL TO PUBLIC:**

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**ADJOURN**

***Motion:*** Motion to adjourn.

***Motion Proposals:*** First Mary Carlton  
Second Paul Friedman

***Motion Results:*** Pass

***Time:*** 11:22 a.m.