



**ARIZONA PROCESS SERVERS ASSOCIATION**  
Certifying & Training Arizona's Professional Process Servers Since 1973



THE ONLY NAPPS CHARTERED STATE ORGANIZATION IN ARIZONA

ARIZONA PROCESS SERVERS ASSOCIATION

# The NEWSLETTER

2ND Q 2019

[www.arizonaprocessservers.org](http://www.arizonaprocessservers.org)

# APSA Continuing Education Courses – Flagstaff, AZ

*Saturday June 8, 2019 and Sunday June 9, 2019*

*Continental Country Club*

*2380 N. Oakmont Dr*

*Flagstaff, AZ 86004*

Saturday June 8, 2019 – 8:30 a.m. to 3:30 p.m. – A.C.P.S. Course (6 hr)

Sunday June 9, 2019 – 8:30 a.m. to 12:30 p.m. – Interviewing & Questioning under PI Exemption and Service of Foreign Subpoenas (4 hr)



## **Position Opening with APSA**

APSA is currently taking letters of interest for the position of **Administrator**. This position is a work from your home or office position except for required meetings held at different locations in the State of Arizona.

Continuing Education Classes  
Saturday June 8, 2019 & Sunday June 9, 2019  
*Registration Application Inside*



## Editor's Column



Barry R. Goldman

**Inspiration and dedication.** I recently read a story from NASA-JPL about an employee, Oscar Avalos, who came from humble beginnings to become one of the most accomplished machinists JPL employs.

Not being able to get into the auto shop class he wanted in Manual Arts High School in East Los Angeles, Oscar enrolled in the machine shop. "Then a freshman at Manual Arts High School in South Los Angeles, Avalos had his heart set on becoming an auto mechanic and was immersed in auto shop class. Over Christmas, however, the

annual family trip went a few days past his scheduled break, and when Avalos returned to school, spring semester of auto shop was full."

He eventually became a star pupil and after going on a field trip to JPL in Pasadena, CA, although having his heart set on joining the Marines, was encouraged to apply for employment, there. "He pecked out a letter on his typewriter, listed his high school machine shop's phone number at the top of the page, and mailed it to JPL in April of 1983."

At JPL, Don Scheriff, the section manager at the time, spoke to Oscar on the telephone. "He said, 'Oscar, I read your letter and I want to hire you. When do you graduate?'" Avalos says. "I told him

June 16. And he said, 'OK, you'll start June 20.'"

Ten years into the job, Avalos was promoted to group lead of all the machinists in the shop, a role he's held for 26 years now. His

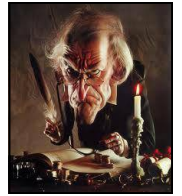
career has come with a number of highlights, from building parts for the tiny Sojourner rover of Mars Pathfinder to now working on parts for Mars 2020.

"It's amazing, it's like a dream," Avalos says of seeing what he has built fly into space. "You had these parts in your hand, and when you get to see pictures on the news and see your parts in space, that's rewarding."

Making something good in life is rewarding. Being dedicated and passionate about your trade or profession, seeing projects through to completion is something we all have in us. The story of Oscar Avalos is but one.

Not every trade or profession requires a college degree, but they all require dedication and education. Every one of us has a story to share. What's yours?

Read the story from NASA-JPL at: [https://www.jpl.nasa.gov/news/news.php?feature=7403&utm\\_source=iContact&utm\\_medium=email&utm\\_campaign=nasajpl&utm\\_content=daily-20190516-2](https://www.jpl.nasa.gov/news/news.php?feature=7403&utm_source=iContact&utm_medium=email&utm_campaign=nasajpl&utm_content=daily-20190516-2)



## I CANN PROCESS SERVICE

LINDA M. COONTS, A.C.P.S.

OFFICE: (520) 249-5100

P.O. Box 728

Sierra Vista AZ 85636

Registered Officer of Superior Court

State of Arizona

County of Cochise

## Secretary's Corner

Patty Chlebanowski, Secretary



Educational classes. I can teach you what needs to be done, I just need a volunteer.

Dear Fellow Members:

Hello everyone. Well, you put your sweaters away and now is the time to break out the sun screen. Be safe out there and drink plenty of water. We are really looking for new volunteers. I gave you one more year and it is almost time for the Annual Conference in Mesa in September.

[I need a volunteer to take over the Secretary's duties.](#)

I check the mail, I check the phone, I make deposits, I check the emails and I organize for all conference and board meetings and

[Please think about helping your organization out.](#)

The more we work as a team the better the industry of the process service will be.

[Don't forget we have Flagstaff Educational classes coming up on June 8th and 9th.](#) If you need your hours and you would like to get out of the heat for the weekend come and join us.

[Patty Chlebanowski](#)  
Work: 602-254-7427



## APSA Officers & Board Members for 2019

### President:

Kelli McFarland  
[allianceinvestigations@msn.com](mailto:allianceinvestigations@msn.com)  
 928-717-1196

### Vice President:

Sean Laman  
[seanlamanwork@gmail.com](mailto:seanlamanwork@gmail.com)  
 623-628-3389

### Treasurer:

Luis Figueroa  
[luis@alssinc.com](mailto:luis@alssinc.com)  
 928-343-9071

### Secretary:

Patty Chlebanowski  
[mail2butterfly6@cox.net](mailto:mail2butterfly6@cox.net)  
 602-908-5100

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Ron Ezell

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 520-798-2200

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 480-878-8677

Barry R. Goldman

[service@rapidrps.com](mailto:service@rapidrps.com)  
 (877) 472-7431

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## APSA Newsletter Published by the Arizona Process Servers Assn.

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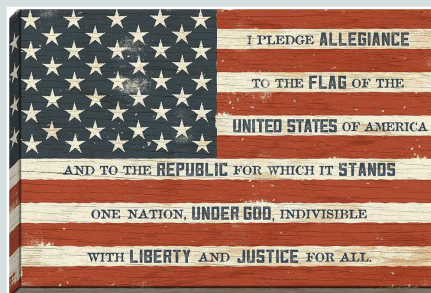
**Disclaimer:** Comments and opinions expressed in the APSA Newsletter are that of the writer and do not necessarily reflect the opinion of the Association, its Officers or Board.

### Changes, Corrections & Submissions:

**Let your Editor know if you have any!**

Edited & Produced by:

Barry R. Goldman  
 (877) 472-7431  
[service@rapidrps.com](mailto:service@rapidrps.com)



10 Hours of Continuing  
Education Classes  
Saturday June 8, 2019 &  
Sunday June 9, 2019  
in Flagstaff.  
See inside for more.

## APSA Newsletter 2019 Quarterly Publishing Schedule

**1st Quarter: (Jan. 1-Mar. 31)**  
**All submissions are due no later than Feb. 1st.**

**2nd Quarter: (Apr. 1-June 30)**  
**All submissions are due no later than May 1st; targeted publication date is May 15th. The annual publication of the Bylaws and Code of Ethics occurs in this edition.**

**3rd Quarter: (July 1-Sept. 30)**  
**All submissions are due no later than July 1st; targeted publication date is July 15th, but in no circumstance any later than 45 days prior to the scheduled Annual Conference and Educational Event. (See Bylaws, Article VIII, Section 1.)**

**4th Quarter: (Oct. 1-Dec. 31)**  
**All submissions are due no later than October 31st.**

**Schedule changes:** Publication schedule may be subject to change for any reason including but not limited to accommodating Board meeting dates, continuing education events, special submissions, news or other information to better serve our members and other readers. Additional Newsletter editions may be published at the direction of the APSA Board.

**Changes & Corrections:** If you have changes or corrections to your contact information, please let us know by contacting the APSA Secretary.

**National Affiliation:** APSA was originally founded in 1973. It is the sole state association of process servers recognized and chartered by NAPPS — the National Association of Professional Process Servers — in Arizona.



### **L.R. Investigations L.L.C. & Process Service**

1517 West Navajo Lane  
Lakeside, Arizona 85929  
Phone (928) 367-0510  
Fax (928) 367-5328



Good Morning to all the Members of the Arizona Process Servers Association:

2019 is well under way and as normal APSA is suffering growing pains.

Currently Patty C. is working with AALPI and scheduling our annual training and conference. I, for one am excited to learn where this year's conference will be. Please call Patty if you are interested in helping with the Annual Conference and training or would like to set up a vender booth.

It is not to early to send door prizes to Patty or myself to be given away at the conference. If you are willing to send a door prize, please tape your business card or other identifying information to the prize so you can get some free recognition and kudos

Personally, I am preparing for the Training and Board Meeting in Flagstaff Arizona on June 8<sup>th</sup> and 9<sup>th</sup> at the Continental Country Club. This year we will stray a little from the normal format. We will be speaking about some Law Changes, required E filing, and "Ring" video doorbell systems as well as other current issues.

As always, we are looking for members to not only join our association but also current members who are willing to "Step Up" and become Board Members and Committee Members.

Also, as a reminder APSA has nifty polo shirts and chill chaser jackets available for sale. The polo shirts are navy blue with a pocket and the APSA logo on the breast.

The jackets are also navy blue with inside and outside pockets and the APSA logo on the breast. This is the perfect jacket for summer use in those cold air-conditioned offices.

The polo shirts and jackets are very professional looking and a great compliment to any wardrobe.

I will try to have some available at the June meeting in Flagstaff.

Until then, Have a great day & safe Memorial Day Weekend.

Remember May 12, 2019 through May 18, 2019 is Police Week, please remember our fallen brothers and their families. Wear your blue!

## **Larry Ratcliff**

Larry Ratcliff  
Past President / Current Board Member



# **APSA**

**TRAINING COURSE APPLICATION**

Return to: APSA Continuing Education Committee  
P.O. Box 2233, Phoenix, AZ 85002-2233  
PH: (602) 476-1737

NAME: \_\_\_\_\_  
(Print your name, as you want it to appear on your certificate.)

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

Please reserve my space in the following classes, which have been approved by the Arizona Supreme Court to carry a continuing education credit for the designated hours. I have entered the classes I prefer to attend, and have checked the fees that apply to me. I understand that the fees and the application have to be received at the above address, before my seat is secured for the classes, and that all fees are non-refundable.

COURSE NAME: \_\_\_\_\_

LOCATION: \_\_\_\_\_  
Continental Country Club  
2380 North Oakmont Drive, Flagstaff, AZ 86004

DATE: Saturday, June 8, 2019, 8:30 a.m. – 3:30 p.m. A.C.P.S. (6 hour class) and  
Sunday, June 9, 2019, 8:30 a.m. – 12:30 p.m. Interviewing & Questioning under  
PI Exemption & Service of Foreign Subpoenas (4 hour class)

CLE HOURS: \_\_\_\_\_

TOTAL COST: \_\_\_\_\_  
(\$15.00 PER CLE HOUR)

By making application to the Arizona Process Servers Association, I understand that all materials provided in the courses are copyrighted. There are no refunds. I understand these courses are not a substitute for registration and appointment with the Court under RCP (4)e, but is a symbol of my professional level within the legal community, and will count for hours towards the continuing education credit needed under the rules of The Arizona Supreme Court.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_



## News from ADOT & Other Sources



*From ADOT  
Motor  
Vehicle  
Division*

### Will your license fly?

There are about 340 business days between now and October 1, 2020. On that date, TSA airport security checkpoints will require travelers to show federally-approved identification. Flyers who don't have the proper ID will be delayed and possibly have their travel plans ruined.

### Don't be grounded, get your Travel ID!

The Travel ID is an Arizona driver license or ID card that meets the federal requirements, and you need to get one at an MVD office or selected Authorized Third Party provider. You can make an MVD appointment at [www.servicearizona.com](http://www.servicearizona.com).

Before coming in, please visit the Travel ID website at [www.azdot.gov/travelid](http://www.azdot.gov/travelid). You can begin the application process and ensure that you have all the documents you need to get the Travel ID.

Will your license fly? Be sure with the Travel ID.

### AZDPS Arrests Police Impersonator Who Conducted a "Traffic Stop" Along U.S. 60 in Mesa



On Thursday, May 9, 2019, at approximately 2:28 PM, Arizona Department of Public Safety (AZDPS) Sergeant Brandon Powell was westbound on US 60 near Lindsay Road, when he observed a large SUV initiating a "traffic stop" on a passenger car. Sergeant Powell noticed the SUV had blue and red strobe lights and believed the SUV was an unmarked law enforcement vehicle.

Sergeant Powell stopped to assist and noticed the male driver of the SUV was already speaking with the female driver of the passenger car. He also noticed the driver did not have a firearm on his waist and was wearing a shirt embroidered with the letters, "MESA POLICE" on a gold badge.

Sergeant Powell began questioning the driver, now identified as 28-year-old Joshua Hillman, and determined he was not a law enforcement officer, nor was he affiliated with the Mesa Police Department. Hillman told Sergeant Powell he had stopped the passenger car because the vehicle had cut him off.

**According to Hillman, he has utilized red and blue lights in the past when contacting stranded motorists. Hillman was arrested and booked into the Maricopa County Sheriff's Office 4<sup>th</sup> Avenue Jail for impersonating a police officer and three counts of kidnapping.**

### Governor's Office of Highway Safety Allocates Money to AZDPS for Seat Belt Enforcement

So far in 2019, troopers have investigated 127 fatal crashes on Arizona Highways. Of those crashes, 45 people have died because of the lack of use of a restraint device.

**SACRAMENTO, Calif. - CHP reported 973 DUI arrests over the Memorial Day weekend. Drive safely. (AZ not available at press time.)**



The passport book and passport card are both U.S. passports. If issued for the full validity, they are both proof of your U.S. citizenship and identity. The passport card is Real ID compliant and can be used for domestic air travel. It can be used for entering the United States at land border crossings and sea ports-of-entry from:

- Canada
- Mexico
- The Caribbean
- Bermuda

The passport card **cannot be used for international air travel.**



The following are excerpts from "The Brief", published by the Maricopa County Clerk of the Superior Court. You can obtain complete copies of "The Brief" through the clerk's website.

**April 2019**

**2019 Petitions for Rule Changes**

There are several formal 2019 Rule Petitions that have been submitted to the Arizona Supreme Court. The comment deadline for most Rule Petitions is May 1, 2019. While there are Petitions pending to amend various rules in almost all case types, the Supreme Court's Task Force on the Arizona Rules of Probate Procedure filed a Petition to Amend the Arizona Rules of Probate Procedures. The Petition proposes comprehensive stylistic and substantive changes to the Arizona Rules of Probate Procedures. Practitioners may visit the Arizona Supreme Court Rules Forum and review the pending Rule Petitions. Comments may be submitted through the Forum.

**Subpoenas and Maricopa County Local Rule 2.5**

Maricopa County Local Rules of Procedure require standard verbiage in both summonses and subpoenas

regarding ADA and interpreter requirements. If such language is missing from the summons or subpoena, for any case type, the Local Rule prohibits the Clerk's Office from issuing the summons or subpoena. Please make sure your summonses and subpoenas contain the required verbiage. The verbiage is as follows: "Requests for reasonable accommodation for persons with disabilities must be made to the division assigned to the case by the party needing accommodation or his/her counsel at least three (3) judicial days in advance of a scheduled proceeding. Requests for an interpreter for persons with limited English proficiency must be made to the division assigned to the case by the party needing the interpreter and/or translator or his/her counsel at least ten (10) judicial days in advance of a scheduled court proceeding." Here is



a link to the Maricopa County Local Rules of Procedure.

**April is Access to Justice Month**

Governor Doug Ducey signed a proclamation

making April of 2019 Access to Justice Month in Arizona. In his proclamation, Governor Ducey states, "It is important to secure to all persons, particularly those with limited financial resources, professional legal help, and meaningful access to the courts, thereby creating meaningful opportunities to preserve families, protect victims of crime, and uphold protection for all under the law." The Arizona Supreme Court established the Commission on Access to Justice in 2014, and the Commission has remained a standing work group to develop and promote opportunities for individuals to ensure their voices are heard in Arizona's judicial system.

*(APSA would like to thank Jeff Fine and his staff for this valuable information we can pass on to our membership and readers. — Ed.)*



Hi, I'm **Patty Chlebanowski**, long-time **Secretary of APSA**. **Frontier Insurance Agency, Inc.** has been in business for 50 years. **Frontier Insurance Agency, Inc.** wants to help members and friends of **APSA** and **AALPI** to write your **Notary Bonds, Court Bonds (Appeal and Cost Bonds), and Probate Bonds (Personal Representative, Conservatorship & Guardianships)**. We also write **MVD (Lost Title Bonds)**. If you know an attorney who handles Probate matters, please drop my name to them. If you have any needs, please give us a call. Frontier can usually get a bond written in about 24 hours.

PATRICIA CHLEBANOWSKI  
Agent

FRONTIER INSURANCE AGENCY, INC.  
Surety Bonds

(602) 254-7427  
3150 North 24th Street #D104  
Phoenix, AZ 85016





An electronic update for the legal community providing a brief look at news in the Clerk of the Superior Court's Office

**Maricopa County Superior Court: Revised Civil Cover Sheet**

For those who file new civil cases, please be aware that the Civil Cover Sheet has recently been revised to include information concerning the Arizona Rules of Civil Procedure Rule 26.2 Discovery Tiers and that a new Nature of Action has been added for Credit Card Debt (Maricopa County Only) that relates to the Online Dispute Resolution program. It is important that the Civil Cover Sheet be filled out correctly when filing a new case. Please review the Civil Cover Sheet that should be used for civil cases filed with the Clerk's Office in Maricopa County.



**May 14, 2019: The San Francisco Board of supervisors voted to prohibit its police officers from using facial recognition software.**

**In a move that further handcuffs efforts by law enforcement to protect the public, San Francisco would be the first city in California to ban such tools. Oakland, CA and Somerville, MA are also considering a ban.**

**18 U.S. Code § 1501. Assault on process server**

Whoever knowingly and willfully obstructs, resists, or opposes any officer of the United States, or other person duly authorized, in serving, or attempting to serve or execute, any legal or judicial writ or process of any court of the United States, or United States magistrate judge; or

Whoever assaults, beats, or wounds any officer or other person duly authorized, knowing him to be such officer, or other person so duly authorized, in serving or executing any such writ, rule, order, process, warrant, or other legal or judicial writ or process—

Shall, except as otherwise provided by law, be fined under this title or imprisoned not more than one year, or both.

**In 2018, 16.7 Million Americans were identity fraud victims.**  
-- TransUnion

**New York Law Journal**

**Ticking Time Bombs: Consumer Credit Default Judgments and the Role of Judges in Ensuring the Fair Administration of Justice**

By Shirin Dhanani, Dora Galacatos and Shanna Tallarico

Proper submissions by litigants and appropriate application of the legal standard by the courts are essential...

**Tucson**  
3501 E Speedway Blvd Ste 145  
Tucson AZ 85716  
Main (520) 989-3200

**Phoenix**  
4320 E Cotton Center Blvd Ste 100  
Phoenix AZ 85040  
Main (602) 346-3000

**Prescott**  
3050 N. Navajo Dr. Ste 107  
Prescott Valley, AZ 86314





## APSA Board Meeting Minutes

### March 9, 2019 (Unofficial)

#### ARIZONA PROCESS SERVERS ASSOCIATION Board Meeting Minutes

March 9, 2019 at Aquarius Casino Resort (Gemini II Room) at 1900 South Casino Drive, Laughlin, NV 89029 at 2:30 PM

#### THOSE IN ATTENDANCE:

Board Members: Patty Chlebanowski, Larry Ratcliff, Kelli McFarland, Sean Laman, Ron Ezell, Lisa Macaluso and Charley Laman. Luis Figueroa was not present. Members present: Candy Ratcliff and Brent Haynes.

#### PRESIDENT'S REPORT:

Kelli McFarland called the meeting to order. She reported she just had a phone conversation with Jason Brown and he stated he had emailed the board his resignation. No one on the board had received anything from Jason, but he wishes to resign as a Director on the board. Kelli reported she had received a phone call from the president of AALPI, Dan Bekins, and he stated he did not want the group to hold an unpaid table for Toys for Tots or Wounded Warriors. AALPI's board felt that while both organizations are reputable, they did not have anything to do with our organizations and felt we should not invite them at this time. Kelli also mentioned that if any board members had not responded to Alan Walker the Pima County's process server administrator, to please do so. He is looking for more responses about the updating of our process server's identification badges from many process servers from around the state, not just Pima County. Patty Chlebanowski read an email from Shelly Moseley regarding the changes and was questioning if I knew how many process servers responded. I responded that APSA sent the message to all members and while I had been cc'd on only a couple of responses, I did not know how many servers responded. Shelly's email had in her signature line "ACPSA", which we discussed, and Sean Laman stated this was the old process server organization and it no longer exists and is not up and running since we joined together with APSA.

#### VICE PRESIDENT'S REPORT:

Sean Laman stated he would finish out his term to the best of his ability but would not be able to attend the board meeting in June and the Annual board meeting/conference in September. Sean is expecting his first child in September and he is taking a full time position elsewhere. So he will no longer be process serving or investigating. The board wished him the best in his new employment. Charley

Laman and Kelli McFarland volunteered to teach in June and September if they were needed.



#### SECRETARY'S REPORT:

Patty Chlebanowski asked if we reviewed the board minutes from January 12, 2019 that were previously emailed to the board. I did pass out a few copies to the board that was present. Did you see any corrections that needed to be made? A motion was made by Larry Ratcliff to approve the Secretary's minutes and seconded by Sean Laman. All in favor were asked and the motion passed. Patty reported that she has kept up with the duties of the mail, phone, emails and website which were last checked on Thursday, March 7, 2019. Sean Laman asked Patty to put the Conference Phone Number and required Pin number on the front page of the website under our name and address. A discussion followed. The phone number will be put on the website but the Pin number will be given to membership on a per caller basis. If a member would like to attend the board meeting via the phone line, we would then pass on the pin number to them upon their request. Sean also requested Patty to put all classes on the website. A discussion followed, even if we do not have the exact location, go ahead and post on the web, the dates for future classes.

Patty explained we had received our renewal for Business Insurance the agent had to change companies, because our previous Insurance provider was no longer writing business insurance. They are now using The Hartford. Ron Ezell asked if this also included the Directors Errors & Omissions. Patty did not have the whole policy with her and would check the policy out when she reviewed it. Patty did contact them to make a change of address because they had not corrected the address from a previous board members address.

Patty read a letter that came to the association from Justice Court, from a Scott Davis. Someone was posting about educational hours at the courts by hanging a sign on their walls. Patty did some follow up and reported back to Scott, the name of the party she found through the Corporation Commission and stated this person, nor the company, is a member of our association but made a suggestion of whom to report this person too. Patty also did CC; Ron Ezell, director and Larry Ratcliff as the grievance chair person.

Patty also read an email to the board, because she was not sure she could update employment information for a member if the membership was paid for by the previous employer. A discussion was held and because membership is an individual person's membership, not a company membership, it was okay to correct the name and address on the web.



# APSA

## APSA Board Meeting Minutes

### March 9, 2019 (Unofficial)

#### TREASURER'S REPORT:

Luis Figueroa was not present. Kelli McFarland stated she had received an email from Luis just yesterday and that it had been sent to the whole board. As of January 31, 2019 balances for Checking are \$12,814.94, Savings \$5,001.40, Legislative \$15,890.24 and PayPal \$1,705.95. We are not able to approve at this time because we have not had time to review his report.

#### COMMITTEE REPORTS:

**Membership Report:** Patty Chlebanowski reported she had sent Lisa Macaluso a file with previous year's members for contacting regarding renewing their membership. Lisa had not received it. She stated because her email address is a work email, she has problems receiving group emails. She will provide Patty a new email address to re send the list to.

#### Website Report:

Patty Chlebanowski reported that Wayne Chlebanowski, who helps update information on the website and was a previous administrator, had a teleconference with Sean Laman and myself about adding a google calendar to the website. After a long discussion Wayne reached out to Trent Carlye with ServeNow who created our website and helps us with information regarding major changes to our website. After explaining to Trent what we are looking for Trent stated it would require a rewrite and coding and that ServeNow is no longer helping the Associations with their websites. He would try and get us some names of who other Associations were using to make changes. A discussion was held and Sean and the board felt, if we keep the website up to date even with partial dates and locations, no Google calendar is needed.

#### Grievance Report:

Larry Ratcliff reported he had received a phone call regarding a process server in the Phoenix area someone was complaining about "Jack Cox-Valleywide". Larry explained to him he was not a member of the association and explained how to file a complaint with Superior Court who licenses each process server. The caller stated he had already done that also.

#### Newsletter Report:

Barry Goldman was not present and was unable to attend via conference call. Barry Goldman had reached out to Patty Chlebanowski and reported; he was very sorry he was late in getting the newsletter out. He would work on it

and get it to Patty for distributing and posting as soon as possible.



#### Continuing Education Report:

Patty Chlebanowski reported after numerous phone calls made to Flagstaff hotels, she finally put the deposit down at Continental Country Club again for our June 8th and 9th classes and board meeting. We tried to find a less expensive place but were unable to do so. She will now get this information posted on the website.

Patty has booked Judith Costello for a 2 hour Spanish class for our Annual Conference on Sunday, September 8th. We still need to come up with another 2 hour class for Sunday. We will be holding our 6 hour ACPS class on Saturday, September 7th. Patty was also told to post the dates of the Annual Meeting on the website too.

#### Legislative Report:

Ron Ezell reported the Writ of Garnishment bill which was drafted by the Arizona Creditors Bar and the State Banking Commission. Ron plans to attend the Senate Judiciary Committee hearing regarding this bill.

Sean Laman reported there was a Senate Bill, he did not know the bill number, which was requested by the head of the house regarding changes to Injunctions to change the classification pertaining to Injunctions Against Harassment & Petition & Order of Protections.

Larry Ratcliff reported that the State of Illinois finally was able to get their Assault bill passed and also sub service on the Gate keepers Law passed.

#### OLD BUSINESS:

A discussion was held in regards to reimbursement for instructors and what happens when two instructors are teaching a class.

#### NEW BUSINESS:

Ron Ezell requested that Patty Chlebanowski as secretary send to Claire with NAPPS a current list of the board members names and phone numbers.

He also instructed Kelli McFarland as the President, that she needs to write a Letter about her and what APSA is currently doing for the NAPPS Conference prior to May 2 in Orlando, FL. Patty will try to forward to Kelli a couple examples of past Presidents letters.

A discussion was made for each of the board members to reach out to process servers to see if we can get some more interest in being on our Association's board. We need new faces, new names.

Larry Ratcliff asked if he could send on the board's behalf get well cards to Barry & Judy Goldman & Luis Figueroa. Board approved.

# APSA

# APSA Board Meeting Agenda

## June 8, 2019

**ARIZONA PROCESS SERVERS ASSOCIATION**  
**Board Meeting Agenda**  
**for June 8, 2019 at 3:30 PM -**  
**at**  
**2380 North Oakmont Drive,**  
**Flagstaff, AZ 86004**



**PRESIDENT’S REPORT:**

**Kelli McFarland**

**VICE PRESIDENT’S REPORT:**

?

**SECRETARY’S REPORT:**

**Patty Chlebanowski:** Minutes for Approval from March 9, 2019.

Mail, phones, website, Corporation Commission, D & O Insurance

**TREASURER’S REPORT:**

**Luis Figueroa:** March Report and now also approving June’s Report

**COMMITTEE REPORTS:**

**Website Report:** Patty Chlebanowski  
 Kelli

**Membership Report:** Patty Chlebanowski and Lisa Macaluso

**Grievance Report:** Larry Ratcliff

Larry one new member complaint, thank you for your well thought response.

**Newsletter Report:** Barry Goldman

**Continuing Education:** Patty Chlebanowski

2019 Annual Conference and AALPI , Do you have any vendors? Can we pay for Robin’s room for teaching?

**Legislative Report:** Barry Goldman & Ron Ezell

**Old Business:** Patty Chlebanowski

NAPPS Report

**New Business:** 2 year commitment for officers, ACPS class once a year, 2 year membership for a discount



A 57-year-old Silverdale man was arrested on May 16 for allegedly pointing a semi-automatic firearm at a process server.



According to the incident report, two process servers arrived at the residence in the 4900 block of NW Westgate Rd. to serve legal documents. The process server who approached the door said he knocked several times with no answer.

As the process server turned to walk away, a man emerged from the house, per the incident report. The male, later identified as Douglas Haskett, was allegedly carrying a black semi-automatic pistol on his right hip.

The process server stated to authorities that Haskett approached him, yelling for him to get off his property and drew the gun from his holster, raising and pointing it directly at him. As Kitsap County Sheriff’s deputies arrived on scene, they informed Haskett he was under arrest for Assault in the First Degree, according to KCSO.

Deputies entered the residence and seized the fully loaded firearm from the kitchen counter. Haskett’s bail was set at \$100,000.



**Public Defender Fired After Judge Discovers She Never Passed Bar Exam**

Madison County, Illinois (May 30, 2019) -- Public Defender John Rekowski fired an assistant public defender who gave advice and made “critical decisions” on about 80 cases after a judge discovered she did not have a law license.

Kelcie Miller of Edwardsville, Illinois, who reportedly graduated from Valparaiso University in Indiana and Southern Illinois University at Edwardsville failed the bar exam twice, lied about being a lawyer when hired in October (2018) and was fired last week after the discovery.

A judge discovered she didn’t have a law license when he checked an Illinois database of lawyers for a court reporter who wanted to know how to spell Miller’s first name.



## ANNUAL PUBLICATION OF APSA BYLAWS

### Article I – NAME

This Association shall be known as the Arizona Process Servers Association, hereinafter referred to as APSA.

### Article II – PURPOSE

To promote and upgrade the process serving industry through the following objectives:

Section 1. Promoting any legislation and rule changes which will help the industry.

Section 2. Combating legislation which may harm the industry.

Section 3. Creating and maintaining a moral and ethical standard for the industry.

Section 4. Improving relations between the industry and the legal community – attorneys, judges, clerks and officers of the court – and the general public, statewide and nationally.

### Article III – MEMBERSHIP

Section 1. Membership in the Association shall be open to all persons who have been directly or indirectly affiliated with the profession of process serving.

Membership is approved on an individual basis and is not transferable.

Section 2. All applications for membership must be completed in full on a form approved and provided by the Association. Each application must be accompanied by one year's annual dues plus a non-refundable application fee as prescribed by the Board of Directors.

Section 3. Classes of membership and requirements for membership shall be defined by the Board.

Section 4. Membership shall not be granted to any person who has been convicted of a felony unless such conviction was officially pardoned or the record of same has been expunged, or their civil rights restored. In addition, membership shall not be granted to any applicant who has had their license, permit or right to serve process revoked by any issuing authority unless said revocation has been pardoned or expunged, or had their civil rights restored.

Section 5. No person shall be denied membership because of their race, color, sex, or ethnic origin.

Section 6. Membership may be suspended or terminated by the Board for violations of these Bylaws, Policy Manual and/or the Code of Ethics.

Section 7. Termination of membership shall be effective thirty (30) days past the due date for annual dues.

### Article IV – DUES

Section 1. The annual dues shall be determined by majority vote of the Board of Directors and shall remain in effect until changed.

Section 2. The fiscal year covering the payment of dues shall be Jan 1 to Dec 31 each year.

### Article V – ELECTION of OFFICERS and DIRECTORS

Section 1. The officers shall consist of a President, Vice-president, Secretary and Treasurer.

Term of each officer shall be one

(1) year from January 1st to December 31st of each year. The election of officers and directors shall be made at the annual conference, at which time the incoming officers and directors shall be sworn and take office on January 1st of the following year.

Section 2. No member shall be eligible to be an officer until they have been a member for two years.

Section 3. No member shall be eligible to be a director until they have been a member for one year.

Section 4. The immediate past president shall serve one year on the Board of Directors.

Section 5. Three (3) directors shall be elected unless the current president is re-elected, in which event four (4) directors shall be elected.

Section 6. Officers shall be elected by majority vote of members present at the annual conference. Directors shall be elected in a single ballot with each member casting one vote for each seat to be filled. Nominees receiving the highest plurality of votes will fill all seats in order of total votes received.

Majority vote shall not be required. No proxies shall be allowed.

Section 7. No member shall hold the office of President for more than three (3) consecutive terms.

Section 8. A vacancy in any office or directorship shall be filled by the Board of Directors.

### Article VI – DUTIES of OFFICERS

Section 1. The administration and management of the association shall be controlled by the Board of Directors consisting of the officers and directors. They shall have the authority to do any and all things necessary for the administration of APSA.

Decisions shall be reached by majority vote of the Board of Directors members present. No proxy voting shall be allowed.

Section 2. The President shall preside at all meetings, shall make all appointments that are deemed necessary to run the association, and shall submit at the annual conference an annual report describing programs and Board actions.

Section 3. The Vice-president shall perform the duties of the office of president whenever the President is unable to do so.

Section 4. The Secretary shall cause to be recorded the minutes of all Board meetings and the annual conference.

Section 5. The Treasurer shall be responsible for carrying out all fiscal policies and procedures adopted by the Board; shall be responsible for preparation of financial statements and presentation of these to the Board at each meeting; and shall submit a written annual report to the annual conference.

Section 6. A petition, signed by signatures representing fifteen (15) percent of the total votes eligible to vote at that time in the Association requesting the holding of an election for the purpose of recalling a member of the Board or any officer, may be filed at any time with the Secretary. If recall is for the Secretary, the petition shall be filed with the President.



# APSA

## ANNUAL PUBLICATION OF APSA BYLAWS (continued)

## ANNUAL PUBLICATION OF APSA CODE OF ETHICS



After verification of signatures, the President shall certify the petition and immediately direct a ballot be mailed to each member. The ballot shall read as follows:

shall —name of director — be recalled? Yes \_\_\_\_\_

No \_\_\_\_\_

A “yes” vote shall be counted as for the recall and a “no” vote shall be counted as against the recall. Only members in good standing shall be entitled to vote at such elections. Such a recall shall require two-thirds affirmative vote of executed ballots received by the Secretary or President within fifteen (15) days. If the recall is successful the Board may fill the vacancy at its next meeting.

Section 7. The Board shall adopt procedures for arbitration and grievance. All members are bound by the arbitration and grievance procedures as adopted by the Board.

### Article VII – MEETINGS

Section 1. An annual conference shall be held. Officers’ reports, committee reports and any new or old business as the membership sees fit will be discussed at the meeting.

Section 2. Board meetings shall be called by the President. A board meeting must be called within thirty (30) days if requested by three (3) members of the Board, or if petitioned for by a majority of the members. The membership may be notified of all regular Board meetings.

Section 3. Meetings of the Board may be held by mail or telecommunications.

Section 4. Members shall be admitted to all meetings and conferences except executive sessions. Non-members may be admitted to all meetings and conferences unless disapproved by a majority of the members present. Only meetings involving the personal affairs of any individual may be held in executive session.

Section 5. The latest edition of Robert’s Rules of Order shall govern the conduct of all meetings.

### Article VIII – BYLAW AMENDMENTS

Section 1. Proposed bylaw amendments must be submitted to the Secretary sixty (60) days prior to the date of the annual conference and published to the membership not less than thirty (30) days prior to the annual conference.

Section 2. The bylaws may be amended or revised by an affirmative two-thirds vote of the membership present at the annual conference.

Section 3. Bylaw amendments or revisions may be acted upon only at the time published in the conference agenda unless a majority of the membership present at that time agree to a later time for further action on them.

Section 4. The bylaws may also be amended or revised by unanimous vote of the Board of Directors.

Each member agrees to abide by the revisions and principles set forth herein when dealing with clients, general public, associate members and associates in business as follows:

#### 1. Duties to Clients, General Public, Legal Entities

All work shall be performed in a professional and ethical manner. Nothing shall be done which would impugn the position or name of this Association or its members or the process serving industry. Everything possible shall be done to protect the rights, interest and confidentiality of clients, entities being served and the legal profession as a whole.

#### 2. Licenses, Permits, Bonds, Other Requirements

Each member agrees to comply with and keep current during the tenure of his membership all necessary business licenses, bonds, permits and any other requirements mandated by the city, county, and/or state in which the member conducts business.

#### 3. Exchange Work

Each member agrees to handle work sent to him by another member in a professional and ethical manner.

#### 4. Proofs of Service, Not Found Returns, Other Reports

All documents shall be returned timely upon completing the work order. Each member shall comply with all instructions given by the forwarding agency. If a proof of service is provided by the sending party, it is mandatory that the serving party use that proof and fill it out in the manner requested.

#### 5. Financial Responsibility

Each member agrees to promptly pay for services rendered by another member unless other specific arrangements have been made. A member, who is not an owner of the firm for which they work, is responsible for the ethical conduct of the firm for which they work.

Rev. 11/13

# APSA

# WANTED!

May 17, 2019

## *Position Opening with APSA*

**APSA is currently taking letters of interest for the position of Administrator.** This position is a work from your home or office position except for required meetings held at different locations in the State of Arizona.

Job duties include but are not limited to.

- Answering phone and E mail and forwarding to appropriate persons.
- Basic booking payables and receivables.
- Working with the association CPA for quarterly and annual reports.
- Updating website and social media.
- Working with Committee to set up annual conference.
- Receiving dues and sending notice for membership dues.
- APSA Marketing
- Ability to work with Association Attorney.
- Other tasks as assigned by the President and Secretary of the association.

Skills required;

- Pass a background check.
- Bookkeeping experience.
- Working knowledge of QuickBooks.
- Working knowledge of Computer skills including, word, power point and similar programs.
- Working Knowledge of Website maintenance.
- Working knowledge of social media.
- Ability to prepare formal written correspondence.
- Ability to attend Annual Conference in person.
- Ability to attend physically or through video or teleconference quarterly meetings.

It is expected this position is approximately 20 hours per month and pay will depend on experience and is paid monthly. You do not need to be a member of the association or registered process server to apply for this position. This position is open to the public.

Please send your letters of interest and resume to:

**Larry Ratcliff**  
[larryratcliffpi@gmail.com](mailto:larryratcliffpi@gmail.com)

**Arizona Process Servers Association**





## Legislative Report Spring, 2019



### Text of HB 2230

Be it enacted by the Legislature of the State of Arizona:

#### Section 1. Section 12-1574, Arizona Revised Statutes, is amended to read:

12-1574. Issuance, service and return of writ; notice to debtor

A. When the judgment creditor has complied with the applicable provisions of sections 12-1572 and 12-1573, the clerk, justice of the peace or city or town magistrate shall issue a writ of garnishment of monies or property and a summons **directed to the sheriff, constable or any officer authorized by law to serve process in the county where the garnishee is alleged to be, commanding him to immediately summon** the garnishee to appear before the court out of which the writ issued within the time specified in the writ to answer the writ.

B. The writ shall state:

1. The amount of the outstanding balance due on the judgment, including accrued interest and allowable costs, as of the date of the issuance of the writ, and the rate at which interest accrues on that judgment.

2. The name and address of the garnishee or **his THE GARNISHEE'S** authorized agent.

3. The name and address of the judgment creditor and **his THE JUDGMENT CREDITOR'S** attorney, if applicable.

4. The last mailing address of the judgment debtor known to the judgment creditor.

C. The judgment creditor, in the manner required for a summons by rules of the court in civil matters **OR BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED**, shall serve on the garnishee two copies of the summons and writ of garnishment, a copy of the underlying judgment, four copies of the answer form, two copies of the notice to judgment debtor and request for hearing form and one copy of the instructions to garnishee provided for in section 12-1596. **IF SERVED BY CERTIFIED MAIL, THE EFFECTIVE DATE OF SERVICE IS THE DATE OF RECEIPT BY THE GARNISHEE.**

D. D. Within three days, not including weekends and holidays, the garnishee shall deliver to the judgment debtor a copy of the summons and writ of garnishment, a copy of the underlying judgment and the notice to judgment debtor and request for hearing form.

**Red=Deleted Language Blue=Amended (New) Language**



#### From the Senate Fact Sheet, the following should be noted:

**Purpose:** Allows a writ of garnishment to be served by certified mail.

#### **Provisions:**

1. Allows service of a writ of garnishment to be made by certified mail, return receipt requested:
  - a) at the garnishee's regular place of business;
  - b) to the garnishee's statutory agent; or
  - c) a location designated by the garnishee.
2. States that the effective date of service for a writ of garnishment served by certified mail is the date of receipt by the garnishee or the garnishee's statutory agent.
3. Allows a writ of garnishment served on a financial institution to be effective when served on an office or branch located outside the county of service.
4. Makes technical and conforming changes.
5. Becomes effective on the general effective date.



## Legislative Report Spring, 2019 (Continued)



### Text of HB 2230 (Continued)

#### Sec. 2. Section 12-1577, Arizona Revised Statutes, is amended to read:

12-1577. Service of writ on branch of financial institution

A. Monies owing to a judgment debtor by a banking corporation or association, savings bank, savings and loan association, credit union, trust company or title insurance company, maintaining branch offices, or credits or other effects belonging to a judgment debtor and in the possession of or under the control of **such THE** banking corporation or association, savings bank, savings and loan association, credit union, trust company or title insurance company, may be levied **upon ON** by serving a copy of the writ of garnishment **upon ON** the manager or other officer of **such THE** banking corporation or association, savings bank, savings and loan association, credit union, trust company or title insurance company, at any office or branch thereof located in the county where such service is made. No garnishment shall be effective as to any debt owing by **such THE** banking corporation or association, savings bank, savings and loan association, credit union, trust company or title insurance company, if the account evidencing **such THE** indebtedness is carried at an office or branch other than the office or branch named in the writ and at which service is made or as to any credits or other effects in its possession or under its control at any other office or branch, unless the service of the writ is accompanied by a cash tender of **twenty-five dollars \$25** to the garnishee as costs for the search. Upon **ON** the payment of the search fee the writ shall be effective as to any debt owing by such **THE** banking corporation or association, savings bank, savings and loan association, credit union, trust company or title insurance company. **, if the account evidencing such indebtedness is carried at any office or branch thereof located in the county in which service is made or as to any credits or other effects in its possession or under its control at any office or branch thereof located in the county in which service is made, but shall not be effective as to any debt owing by such banking corporation or association, savings bank, savings and loan association, credit union, trust company or title insurance company, if the account evidencing such indebtedness is carried at an office or branch thereof located in a county other than the county in which service is made or as to any credits or other effects in its possession or under its control at any office or branch thereof located in a county other than the county in which service is made.**

B. **The procedure provided in this section for the NOTWITHSTANDING SUBSECTION A OF THIS SECTION, service of a writ of garnishment upon ON any banking corporation or association, savings bank, savings and loan association, OR credit union, trust company or title insurance company, maintaining branch offices, shall be exclusive MAY ALSO BE MADE BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, AT THE GARNISHEE'S REGULAR PLACE OF BUSINESS, OR TO THE GARNISHEE'S STATUTORY AGENT OR AT A LOCATION THAT IS DESIGNATED BY THE GARNISHEE. IF SERVED BY CERTIFIED MAIL, THE EFFECTIVE DATE OF SERVICE IS THE DATE OF RECEIPT BY THE GARNISHEE OR THE GARNISHEE'S STATUTORY AGENT.**

**Red=Deleted Language Blue=Amended (New) Language**

# APSA



Training Corner:

# A Little Bit of Knowledge

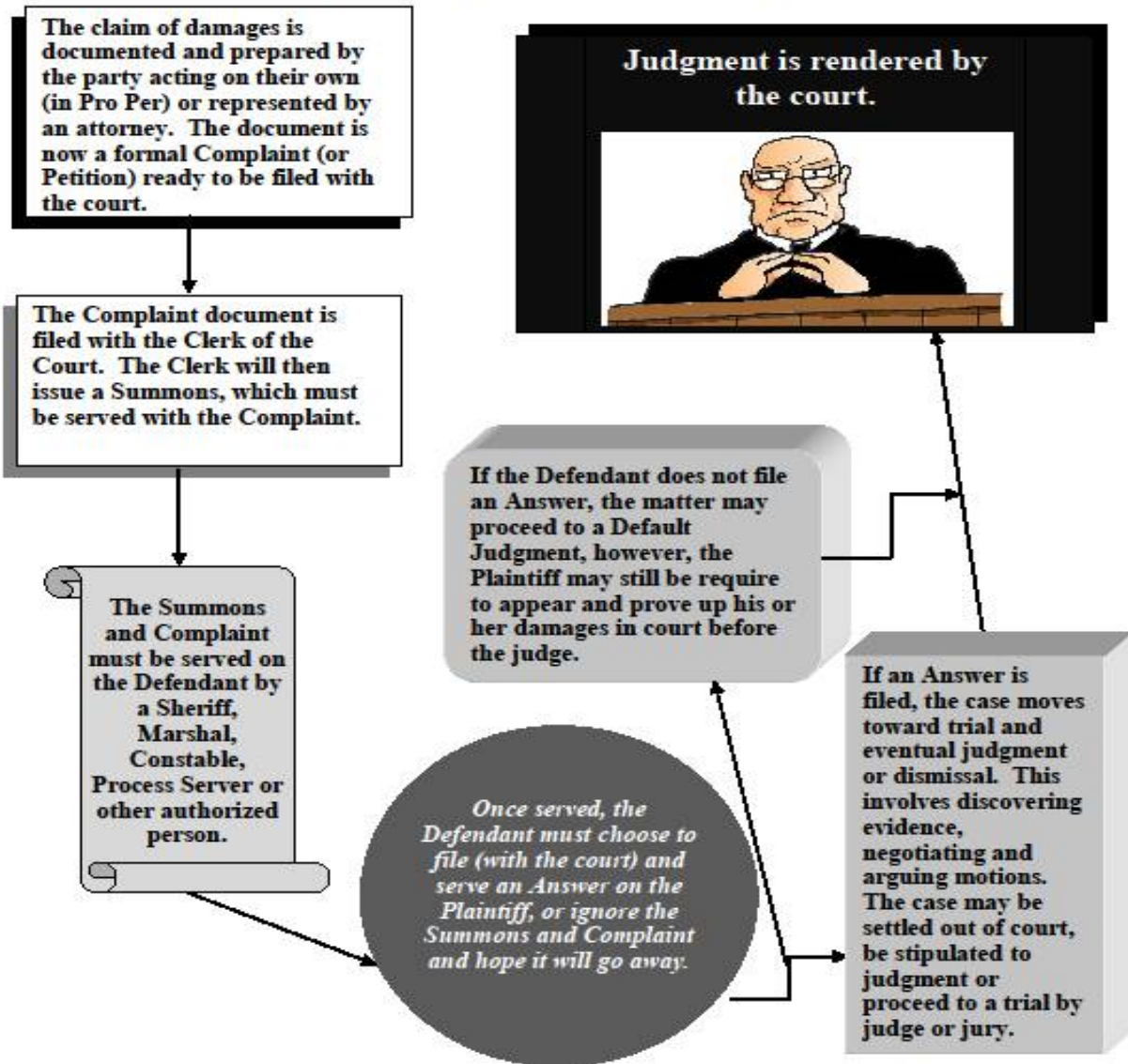
— Can go a long way...



Barry R. Goldman  
©2018 Barry R. Goldman



### MOVING A CLAIM FROM FILING TO JUDGMENT



*“The law is what the black robe says it is” – Richard Enkelis, Esq.*



**Training Corner:****A Little Bit of Knowledge**  
— Can go a long way...**Barry R. Goldman**

©2018 Barry R. Goldman

**Arizona Judgments — ARS §12-1551. Issuance of writ of execution; limitation; renewal; death of judgment debtor; exemptions**

- A. The party in whose favor a judgment is given, at any time within ten years after entry of the judgment and within ten years after any renewal of the judgment either by affidavit or by an action brought on it, may have a writ of execution or other process issued for its enforcement.
- B. An execution or other process shall not be issued on a judgment after the expiration of ten years from the date of its entry unless the judgment is renewed by affidavit or process pursuant to section 12-1612 or an action is brought on it within ten years from the date of the entry of the judgment or of its renewal.
- C. The court shall not issue a writ of execution after the death of the judgment debtor unless it is for the recovery of real or personal property or enforcement of a lien.
- D. This section does not apply to:
1. Criminal restitution orders entered pursuant to section 13-805.
  2. Written judgments and orders for child support and spousal maintenance and to associated costs and attorney fees.
  3. Judgments for supervision fees or expenses associated with the care of a juvenile pursuant to section 8-241 or 8-243 and to associated costs and attorney fees.
  4. Civil judgments obtained by this state.

**Duties of the Clerk of the Court — ARS §12-283. Powers and duties**

- A. The clerk, in addition to the other duties prescribed by law or rule of court, shall:
1. Attend each session of the court held in the county.
  2. Keep a list of fees charged in actions.
  3. Keep records required by law or rule of court.
- B. The clerk may provide a consumer reporting agency as defined in section 44-1691 with a copy of:
1. A court order obligating a person to pay child support or spousal maintenance.
  2. An order for assignment under section 25-323 or 25-504.
- C. A clerk who provides the information in subsection B of this section to a consumer reporting agency shall also provide the information to the child support enforcement administration in the department of economic security.
- D. The clerk, in accordance with procedures established by the board of supervisors, may appoint deputies, clerks and assistants necessary to conduct the affairs of the office of the clerk. The appointments shall be in writing. The clerk shall be the appointing authority and shall administer and supervise all employees of the clerk's office.
- E. The clerk shall submit an annual budget request, which shall be coordinated with the presiding judge, to the county board of supervisors. The clerk shall be responsible for the funds appropriated by the board to the clerk.
- F. The clerk shall maintain and provide access to court records in accordance with applicable law or rule of court. The clerk shall keep a docket in the form and style as prescribed by the supreme court.
- G. The clerk is responsible for the operations of the clerk's office.
- H. The clerk may provide programs to assist in the enforcement of child support, spousal maintenance and parenting time and in the establishment and modification of child support.
- I. The clerk shall compile and publish electronically all superior court criminal case minute entries, except as otherwise prohibited by law. At a minimum, the information shall be arranged or searchable by the case name, the case number and the name of the judge or commissioner.

**APSA**

## Laman Law Office PLLC

*Charley L. Laman, Esq.*

AZ #024265 KS #010130

2303 N. 44<sup>th</sup> Street,  
Box 1024  
Phoenix, AZ 85016  
Phone: 602-717-5326  
Fax: 602-714-8078  
info@lamanlawoffice.com

## Help Wanted!

Are you looking for (more) work?

APSA is starting a new column in our APSA members Newsletter. If you have a job opening of any legal type – attorney, paralegal, secretary, clerical, process server, associate, legal document preparer, managerial (or whatever) we may publish your ad **FREE**.

Please get me your listing no later than 15 days before the publication deadline, 35 words or less. APSA will make job postings at a reduced rate for our members and attorneys.

- **FREE to APSA members** (membership is \$50 per year)
- **Attorneys can list their ad at \$25 per issue.**
- **Non-members can list their ad at \$50 per issue.**

Very truly yours,  
— BRG

## MARICOPA COUNTY - PRIVATE PROCESS SERVER CERTIFICATION

### TEST DATES AND LOCATIONS

The test will be given in the Clerk of the Court's Conference Room, located at: Customer Service Center – 601 West Jackson in Phoenix. Please check in at the reception desk. Parking is available at the 601 West Jackson Parking Structure.

- **Test candidates MUST have pre-registered for the test.**
- **No one will be admitted without a reservation.**
- **Photo identification will be required.**
- **All testing will begin PROMPTLY at 9:30 a.m.**
- **No one will be admitted to the test room after the door has been closed.**
- **There will be no exceptions.**

If you have any questions, please contact the Clerk of the Court, Process Server Coordinator at (602) 372-5375.

#### *2019 Testing Dates:*

Jan. 10th

Feb. 7th

March 7th

April 11th

May 9th

June 13th

July 11th

Aug. 8th

Sep. 12th

Oct. 10th

Nov. 7th

Dec. 5th



# Big Savings

for APSA members

Call us today!  
(877) 737-8366

As a benefit to APSA members,  
save on ServeNow & ServeManager products.

For more details, visit:  
[serve-now.com/resources/member-benefits-for-associations](http://serve-now.com/resources/member-benefits-for-associations)



## 1 Month Free

Up to \$120 value.

New members who purchase a listing on  
ServeNow.com get the 2nd month free!



## \$50 / \$50 Offer

New ServeManager subscribers get a \$50  
subscription credit, and ServeManager will donate  
\$50 to the APSA association.



## \$100 Off

Your own mobile-friendly website.

Receive \$100 off the set-up fee for a custom web  
site, designed specifically for process servers.



### ADVERTISING RATES

All Payments for advertising must be paid in  
advance.

Please submit camera ready copy.

**Business Card**..... \$50.00

Size: 2.0 x 3.5

**1/4 Page**.....\$100.00

4.75 x 3.75

**1/2 Page**.....\$250.00

Size: 4.75 h x 7.5 w, or 9.5 h x 3.75 w

**Full Page**.....\$375.00

**Advertorials/Banners**.....\$25/col. in. 3  
in. min.

**Guest Article Submissions** — The policy on  
guest article submission is as follows:

1. Publication of the article will be at the sole  
discretion of the Editor.
2. The article may be edited for content, length,  
spelling, and appropriate language.
3. A business card size advertisement of the  
Guest Writer may be placed in the edition in  
which the guest article is published, or at the  
discretion of the Editor, may be published in a  
later edition.
4. No advertising charge shall be made in  
conjunction with the publication of a guest  
article.
5. Guest article submissions become the sole  
property of APSA.

### Tell Us What You Think...

We've received comments from  
members and non-members alike,  
thanking APSA for the Newsletter  
and educational opportunities. We'd  
like to thank our readers for sharing  
and making this publication better.  
Thank you, dear reader! From the  
bottom of our  
hearts.



## JUNE, 2019 SCORE WORKSHOPS

### How to Write Customer Focused Vision and Mission Statements

May 30, 2019, 11:00am MST  
Mesa, AZ, 85201

The essential elements of creating and operating an organization are its Vision, Mission, and Guiding Principles.

### The ABCs of Starting a New Business

June 1, 2019, 10:00am MST  
Phoenix, AZ, 85004

Are you starting a new business or thinking about it? This session is an essential step in developing a business plan that will increase your chances of being successful.

### Instagram for Business Success

June 1, 2019, 10:00am MST  
Tempe, AZ, 85282

&  
June 29, 2019, 6:00pm MST  
Tempe, AZ, 85282

Instagram is one of the fastest-growing social platforms and ripe with opportunity for entrepreneurs.

### Implementing Project Management into your Business

June 4, 2019, 6:00pm MST  
Phoenix, AZ, 85016

Implementing Project Management is the second part of project management.

### Social Media Demystified - It's Not as Complicated as You Think

June 5, 2019, 6:00pm MST  
Tempe, AZ, 85282

Unleash the power of social media selling and attract high paying clients!

### Increase Your Revenue by Doing the One Thing Most Small Businesses Fail To Do

June 6, 2019, 11:00am MST  
Mesa, AZ, 85201

The majority of small businesses fail spectacularly at one key marketing strategy. And if fixed, they'd blow the competition away.

### Client Attraction Mastery

June 8, 2019, 10:00am MST  
Tempe, AZ, 85282

&  
June 18, 2019, 9:00am MST  
Phoenix, AZ, 85016



Business owners and entrepreneurs need this workshop to better understand why they are NOT attracting their ideal client, and to gain the tools to begin attracting them with ease

### How to Negotiate Contracts

June 19, 2019, 6:00pm MST  
Tempe, AZ, 85282

Contracts are part of every business owner's life. In good economic times, handshake deals were OK.

### Managing Forward - Managing in Tomorrow's World ...Today!

June 20, 2019, 6:00pm MST  
Scottsdale, AZ, 85251

Management, like all things, changes with time. Management skills appropriate for today will not be adequate for tomorrow.

### Protect My Business, Protect Me - Business Insurance 101

June 26, 2019, 6:00pm MST  
Tempe, 85282

You need insurance. How much insurance and what kind varies. As your business changes and grows, so will your insurance needs.

### Managing Forward - Managing in Tomorrow's World ...Today!

June 20, 2019, 6:00pm MST  
Scottsdale, AZ, 85251

Management, like all things, changes with time. Management skills appropriate for today will not be adequate for tomorrow.

### Protect My Business, Protect Me - Business Insurance 101

June 26, 2019, 6:00pm MST  
Tempe, 85282

You need insurance. How much insurance and what kind varies. As your business changes and grows, so will your insurance needs.





## Computer Stuff: Do you Suffer from Blue Light Issues?

Blue light is produced naturally by the sun but also generated by computer monitors, smartphone screens and other digital devices. Even though it does have some beneficial effects, overexposure and too much blue light at night can lead to vision issues and sleeping problems.

### **What is blue light?**

We've all found ourselves tired and irritable during the workday. Sitting for long hours staring at our computer screens, can leave us tense, unfocused and sometimes with a pounding headache.

What we see – the visible spectrum of light – consists of a range of colors, from blue-violet on the lower end to red on the higher end. Light on the lowest end of the visible spectrum has the shortest wavelengths; light on the highest end has the longest wavelengths. Since shorter wavelengths emit more energy, blue light is also known as High Energy Visible (HEV) light.

Although our digital devices emit only a fraction of the HEV light emitted from the sun, the number of hours we spend using our devices can have both an immediate and a cumulative effect on our health. Our circadian rhythm, also known as the sleep/wake cycle is how our bodies know when to go to sleep and when to wake up. It's not just our coffee and energy drinks that perk us up in

the morning; blue light from the sun is responsible for increased energy and wakefulness.

Medical studies suggest that prolonged exposure to blue light may cause permanent damage to our eyes. We've all experienced digital eye strain from staring at a computer screen for long periods of time. The eye's cornea and lens aren't good at filtering HEV light from reaching our retina, the thin layer of light-receiving tissue that lines the back of the eye. Over time, this can cause damage to its light-sensitive cells.

To protect your eyes and maintain a healthy sleep schedule, you should:

- Expose yourself to natural daylight
- Whenever possible, take frequent breaks from viewing devices
- Protect your eyes in daylight using sunglasses
- Avoid the use of digital devices right before bedtime



Protect your eyes from excess artificial blue light with blue light blocking computer glasses

**As a diabetic, I am particularly concerned about my**

**eyes. I will be getting some blue-light reading glasses pretty soon.**

For more, see: <https://www.spektrumglasses.com/>



**ARIZONA PROCESS SERVERS ASSOCIATION**

P.O. Box 2233, Phoenix, AZ 85002

(602) 476-1737

[www.arizonaprocessservers.org](http://www.arizonaprocessservers.org)



Membership Application/Renewal for year: \_\_\_\_\_

Arizona Certified Process Server (Attach copy of your Arizona Process Server ID)

Associate/Out of state Process Server

Member ID Card Requested?  Y  N (Digital or passport photo required)

*Please list your information exactly as you want it to appear in the directory:*

NEW  RENEWAL

Member since: \_\_\_\_\_

**Annual Dues: \$50**

NAME:		
FIRM:		
ADDRESS:		
CITY, STATE, ZIP:		
TELEPHONE(S):	OFFICE:	FAX:
EMAIL ADDRESS(ES)	PERSONAL:	BUSINESS:
WEBSITE ADDRESS:		
COUNTIES/AREAS SERVICED:		
LIST IN THE ROSTER UNDER CITY OF:		
ADDITIONAL CITIES TO BE LISTED (\$15 EACH)		

<u>Services you provide (YES or NO):</u>	<u>YES</u>	<u>NO</u>
Process Server (Arizona or other state):		
ACPS Certified?		
Legal Messenger Service		
Skip Tracing		
Record Searches		
Full Investigative Services		
<i>If an Arizona Private Investigator, complete the following:</i>		
License #:	Expiration:	

**MEMBER I.D. CARDS:**

*The Member Identification Card is a member benefit issued by APSA and is not intended to replace your Process Server identification card as required by statute. Your APSA Member Identification Card should be displayed at all APSA functions. By applying for or renewing membership, the applicant understands and agrees that the Member Identification Card is not intended to be, nor shall be used in violation of any statute or regulation.*

Annual Dues: \$50.00
Voluntary Legislative Fund Donation: \$ _____
Total Enclosed: \$ _____

I hereby apply for membership (or membership renewal) in the Arizona Process Servers Association. I agree to abide by its bylaws and maintain the highest ethical standards in carrying out the duties of my profession. I authorize the Arizona Process Servers Association to investigate the statements made on this application and my qualifications for membership. I have no felony convictions and my certification (if applicable) as an Arizona Process Server is current. Membership is not transferrable. I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND CORRECT.

Date: \_\_\_\_\_ Signature \_\_\_\_\_

*Please make check payable to APSA mail it with this completed form to the APSA address, above.*

## Court Closures

**New Year's Day** (January 1st)  
**Martin Luther King, Jr. Day** (3rd Monday in January)  
**Washington's Birthday** (3rd Monday in February)  
**Memorial Day** (Last Monday in May)  
**Independence Day** (July 4th)  
**Labor Day** (1st Monday in September)  
**Columbus Day** (2nd Monday in October)  
**Veterans Day** (November 11th)  
**Thanksgiving Day** (4th Thursday in November)  
**Christmas Day** (December 25th)

## APSA Events Calendar

**APSA Board Meeting:**  
 Saturday June 8, 2019  
 3:30 p.m.  
 Continental Country Club  
 2380 N. Oakmont Dr  
 Flagstaff, AZ 86004



**Next CLE Event:**  
 Saturday June 8 & Sunday June 9, 2019  
 Continental Country Club  
 2380 N. Oakmont Dr  
 Flagstaff, AZ 86004  
 Saturday June 8, 2019 – 8:30 a.m. to 3:30  
 Sunday June 9, 2019 – 8:30 a.m. to 12:30

See **SCORE's**  
 website at  
[greaterphoenix.score.org](http://greaterphoenix.score.org)



Greater Phoenix

### PRIVATE PROCESS SERVER TESTING BY COUNTY

County	Telephone	Testing dates/times/detail
Apache	928-337-7551	By appointment
Coconino	928-679-7600	By appointment at 928-679-7646
Cochise	520-432-8581	Call for details
Gila	928-402-8559	By appointment only
Graham	928-428-3100	Call for details
Greenlee	928-865-4242	Call for appointment
La Paz	928-669-6131	Call for details
Maricopa	602-372-5375	See county clerk's website for testing dates
Mohave	928-753-0713x416	Call for details
Navajo	928-524-4177	Call for details
Pima	520-724-3282	Call for details—Check in at 8:30 a.m.
Pinal	520-866-5307	By appointment
Santa Cruz	520-375-7700	Call for details
Yavapai	928-777-3030	Tuesdays and Thursdays at 8:30 a.m. and 3:00 p.m. by appointment
Yuma	928-817-4241	Scheduled as needed

**All Process Server testing starts promptly. Late admission is not allowed. All testing requires pre-registration through the court clerk's office. Please make arrangements well in advance of the test date.**

#### Advertising Submission Policy:

- The APSA Newsletter is published in March, June, September and December of each year.
- All advertising must be paid for in advance. Payment should be made to the Arizona Process Servers Association. A 15% discount is available for advertisers who pay for a full year in advance.
- Advertising rates are quoted for full-color camera-ready copy in electronic submission in an approved format.
- Advertiser is responsible for preparing & submitting ad copy. Copy must be submitted no later than the last day of the month preceding publication
- Acceptance, placement and publication of advertising is subject to the sole approval and discretion of the Editor.
- Inappropriate advertising content will not be accepted. Editor reserves the right to decline any advertisement.
- In the event that an item of advertising is rejected, a refund shall be made to the advertiser.
- Advertisement size quoted is approximate. Actual size may vary depending on page availability.
- Advertorials may be written by APSANews.com staff or outside writer at cost to advertiser. Publication of advertorials is charged by the column inch.
- Advertorials must be clearly marked in the header, "Advertisement". All advertisements may be bordered to distinguish their content.





*The Last Word...*

## TidBits & TidBits

*Collected from various named and unnamed sources..*

**APSA Newsletter  
Quarterly Publishing  
Schedule**

1st Quarter: Jan. 1-March 31  
2nd Quarter: April 1-June 30  
3rd Quarter: July 1-Sept. 30  
4th Quarter: Oct. 1-Dec. 31



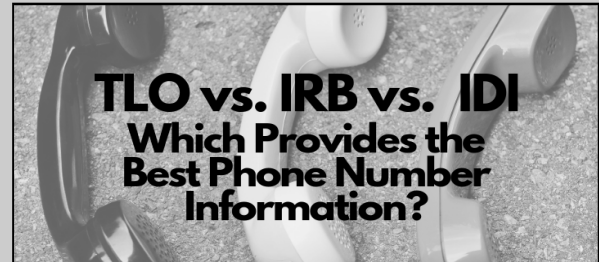
You only need so much money to survive. You only so much money to be secure, to be comfortable. I don't understand what half of these people are chasing. I see so many people who are miserable. They can't

quit the game. They hate it. They want out. But they're chasing a bigger house. A nicer car. A yacht. An expensive watch. Those are just things. I prefer people and experiences. Nice dinners with the family. Traveling. Spending time with the people I love. Throwing a surprise party for my mom. I'd rather buy foster kids new clothes than buy myself a sick watch. You can't take things with you. I believe in the soul. Your soul does not carry material things. Your soul is not adorned with your possessions. Material things will never nourish your soul. But people will. Love. Charity. Friendship. Kindness. Service. Strength. Experiences. You can always get more

things. You can never get more time. You can never get more days on this earth. More hours with the people you love. Maybe you have enough of certain things. So maybe now you focus on what is truly limited. Truly scarce. Truly sacred. Just a thought.

**—Jonathan Pollard**

Competition & Employment Lawyer. Writer. Consultant.  
Expert Witness.



Telephone numbers and address information are the lifeblood of private investigators. Getting in touch with people either by phone or in person is absolutely essential to any private investigator, regardless of his or her area of specialization.

<https://diligentiagroup.com/legal-investigation/tlo-vs-irb-vs-idi-phone-number/>

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(602) 476-1737  
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# APSA

*Serving Arizona Process Servers Since 1973*

[www.arizonaprocessservers.org](http://www.arizonaprocessservers.org)

Opinions expressed in the APSA Newsletter are not necessarily those of the Board, individual Board members or officers, nor each member. The APSA Newsletter is published to promote a source of news and information for APSA members, affiliates and interested persons and organizations. Contact APSA for further information about membership and advertising. Editorial opinions are that of the editor, and do not represent the official opinion of APSA.

## You are wanted!



- Join a committee— Be an active member!
- APSA is here to work for all of us, to be our voice and to better our livelihoods.
- APSA is the only recognized NAPPS affiliate organization in Arizona
- APSA members work together to make improvements to our profession.
- Use your knowledge and experience to help others. Get involved!.