

**Certified Professional Guardian Board
Meeting Minutes
August 8, 2011
Teleconference**

Chair

Judge Chris Wickham

Members Present

Gary Beagle
Dr. Barbara Cochrane
William Jaback
Chris Neil
Emily Rogers
Prof. Winsor Schmidt
Carol Sloan
Comm. Joseph Valente
Judge Robert Swisher
Judge Kimberley Prochnau
Judge James Lawler

Members Absent

Nancy Dapper
Robin Balsam

Staff

Deborah Jameson

Visitors

Tom Goldsmith
Karen Mount
Terry Brauner

Call to Order

Judge Wickham called the meeting to order at 8:07 am.

1. Approval of Minutes

A motion was made and seconded to approve the minutes as presented for the Board meeting held on June 17 and June 18, 2011. The motion passed with one abstention.¹

2. Chair Report

Judge Wickham reported that he met with the Chief Justice recently and discussed the contents of the extended June Board meeting. He reported to the Chief on what was accomplished at the meeting, including, downsizing the Board, holding public hearings and the work that was done on cultural competency.

3. SOP Committee Report

CPGB No. 2009-006, the guardian complied with the terms of the Agreement Regarding Discipline, the SOPC recommended closing the disciplinary matter.

4. Education Committee Report

- a. Education Regulation 205.1 has been posted and has received no comments. A motion was made and seconded to amend Regulation 205.1 as follows:

205.1 An active Guardian or sponsoring agency desiring approval of a continuing education activity shall submit to the Committee all information called for by Form 1 at least 30 days prior to the date scheduled for the class, along with an application fee of \$25.00 for each occurrence. If filed less than 30 days before

¹ Except in the event of a tie vote, the Chair does not vote on any motions before the Board.

the activity, the application fee is \$50 for each occurrence. Applications for retroactive approval will be considered if submitted with all the information required by Form 1 within 30 days of the continuing education activity and with the \$50.00 fee. The application fee may be waived, upon request, for court-sponsored training that is designed specifically for guardians.

No discussion. The motion passed.

- b. The Education Committee has responded to concerns raised at the June 2011 long-term planning meeting of the Board regarding training guardians in the area of cultural competency. The Committee has proposed creating two new required categories of continuing education credits, Standards of Practice and Cultural Diversity. These would be in addition to the current required categories, Person, Estate, Ethics, and General. The proposed regulations are as follows:

201 Regulation Definitions.

201.14 To qualify for "standards of practice credit" a course or subject must encompass training and information related to the Standards of Practice Regulations 400-412, including decision making standards, a guardian's relationship to the incapacitated person, a guardian's relationship to the family and friends of an incapacitated person or other professionals, a guardian's duty to the court, conflicts of interest, guardian fees and expenses, changes of circumstances, residential decisions, medical decisions, financial decisions and sale or purchase of a guardianship practice.

201.15 To qualify for "cultural diversity credit" a course or subject must encompass training and information that will facilitate and foster awareness and sensitivity to local area socio-economic, ethnic, cultural and religious differences and the role of the cultural norms in decision making.

202 Continuing Education Requirement

202.2 For the reporting period of January 1, 2011 to December 31, 2012, each guardian must complete a minimum of 26 credit hours of approved education, except as exempted by Regulation 213. Credit hours accrue for classes approved by the Education Committee and must include the following hours: One (1) Standards of Practice; one (1) Cultural Diversity; four (4) Ethics; six (6) Person; six (6) Estate; and eight (8) General. For each reporting period after that, each Guardian ~~must shall~~ complete a minimum of ~~32~~ 24 credit hours of approved education during each reporting period, except as exempted by Regulation 213. Credit hours accrue for classes approved by the Education Committee and shall biennially total no fewer than ~~32~~ 24 credit hours that must include the following: ~~four (4) Standards of Practice; four (4) Cultural Diversity; four (4) Ethics; six (6) Person; six (6) Estate; and eight (8) General; Ethics—4 hours; Person—6 hours; Estate—6 hours; and General—8 hours.~~

202.3 If an active Guardian completes more than ~~32~~ 24 credit hours in a given reporting period, the excess credit, up to ~~16~~ 42 credits, will be carried forward

- e. Motion made and seconded for conditional approval of the following application for certification. Motion passed.
Joy McManus CPG # 11462
- f. Motion made and seconded for conditional approval of the following application and for disapproval of the recommendation of the Application Committee. Motion failed.
Nancy Ruhlman CPG # 11480
- g. Motion made and seconded for approval of the request of the following guardians to go inactive. Motion passed.
Kristi Holden CPG # 11390
Tania Lopez CPG # 11299
- h. Motion made and seconded for approval of the request of the following guardian to go inactive with no waiver permitted of the requirement to have errors and omissions insurance. Motion passed
Jaycee Johnson CPG # 10784
- i. Motion made and seconded for approval of the request of the following guardians and guardian agency to voluntarily surrender their certification. Motion passed.
EthiCare, Inc. CPG # 5133
Jeanne Marie Clavere CPG # 10582
Mimi Park CPG # 10971
- j. Motion made and seconded for approval of the following applications for agency certification. Motion passed.
Riverside Guardian Services CPG # 11455
South Sound Alternatives CPG # 11488
- k. Motion made and seconded to adopt the Agreement Regarding Discipline in CPGB No. 2011-027. Motion passed.
- l. Motion made and seconded to adopt the Agreement Regarding Discipline in CPGB No. 2011-028. Motion passed.

Adjourn

Judge Wickham noted the next meeting will be a teleconference on September 12. Judge Wickham adjourned the meeting at approximately 9:00 am.

Respectfully submitted,

Judge Wickham
Deborah Jameson

Board Approved: September 12, 2011