



Certified Professional Guardianship Board

Monday, November 14, 2016 (8:00 a.m. – 9:00 a.m.)

Teleconference

Meeting Minutes

Members Present:

Commissioner Rachelle Anderson
Ms. Rosslyn Bethmann
Dr. Barbara Cochran
Mr. Jerald Fireman
Mr. William Jaback
Dr. K. Penny Sanders
Ms. Carol Sloan
Ms. Amanda Witthauer

Members Absent:

Judge James Lawler
Judge Gayle Harthcock
Commissioner Diana Kiesel
Ms. Barbara West

Staff:

Ms. Shirley Bondon
Ms. Carla Montejo
Ms. Eileen Schock
Ms. Kim Rood
Ms. Kathy Bowman

Online Guests

See list on last page

1. Meeting Called to Order

In Judge Lawler's absence, the meeting was called to order by Commissioner Anderson at 8:06 am.

2. Roll Call, Welcome New Member, Approval of Minutes

Roll call was taken and a quorum was determined to be present. Commissioner Anderson welcomed the Board members and the public to the meeting. A special welcome was given to new board member Mr. Jerald Fireman.

A motion was made and seconded to approve the October 17 Board meeting minutes. No changes or corrections were requested. Ms. Carol Sloan and Mr. Jerry Fireman abstained. The motion passed.

3. Grievance Status Reports

Staff reported on the status of current grievances under review. Since the last report, 11 new grievances were opened. During this reporting period, four grievances have been dismissed for no actionable conduct. Two grievances were dismissed for no jurisdiction. Two grievances were terminated because the guardian complained about voluntarily surrendered his or her certification.

New charts have been prepared to break down the percentages of grievances per guardian, as well as the percentage of guardians with multiple grievances who have completed the UW Training vs. those who did not. The guardians with the highest number of grievances were found to have been those “grandfathered in” without completing the now-required UW training.

Another report was provided to compare grievances across a number of professions. Although there are no known professions that closely match the relationship between guardian and client, the Board appears to close grievances with a sanction at a higher percentage than the professions reviewed. Twenty-two percent of grievances are resolved with a sanction.

A request was made to include a breakdown by reason for those grievances closed without sanction. It was felt this information would provide the board with greater insight.

4. CPG By-Laws

Following a short discussion, a motion was made and seconded to adopt the CPG By-Laws as updated, including a new section on confidentiality and the requirement for board members to sign a Confidentiality Agreement annually. The motion passed. Confidentiality Agreements will typically be signed annually at the October meeting. It was agreed that this year’s Confidentiality Agreements will be prepared and provided for signature at the January in-person meeting of the Board in January.

5. Executive Session – Closed to Public

6. Reconvene and Vote on Executive Session Discussion:

Applications

On behalf of the Applications Committee, Ms. Witthauer presented the following application for board approval:

Motion: *A motion was made and seconded to approve Denise Meador’s application for certification. The motion passed.*

Appeals

On behalf of the Appeals Committee, Dr. Cochrane presented the following appeals for board approval:

Motion: *A motion was made and seconded to deny Stacie Harris’ appeal of the denial of her application for certification. The motion passed.*

Motion: *A motion was made and seconded to deny Kerry Mahoney’s appeal of the denial of her application for certification. The motion passed.*

Complaints/Decertification

On behalf of the Applications Committee, Mr. Jaback presented the following disciplinary recommendations for board approval:

Motion: *A motion was made and seconded to send a letter to CPG Maureen Carroll's attorney as notification she must complete all recertification requirements or comply with the Notice of Intent to Voluntarily Surrender prior to December 1. Failure to comply will result in decertification on December 1, 2016. The motion passed. Ms. Sloan opposed.*

Motion: *A motion was made and seconded to decertify CPG Lori Peterson for failure to timely complete her administrative renewal requirements. The motion passed. Ms. Sloan abstained.*

Recap of Motions from November 14, 2016 Meeting

Motion Summary	Status
Motion: <i>A motion was made and seconded to approve the minutes of the October 28, 2016 meeting. Ms. Carol Sloan and Mr. Jerry Fireman abstained.</i>	<i>Passed</i>
Motion: <i>A motion was made and seconded to approve Denise Meador's application for certification.</i>	<i>Passed</i>
Motion: <i>A motion was made and seconded to deny Stacy Harris' appeal of denial of her application for certification.</i>	<i>Passed</i>
Motion: <i>A motion was made and seconded to deny Kerry Mahoney's appeal of denial of her application for certification.</i>	<i>Passed</i>
Motion: <i>A motion was made and seconded to send a letter to CPG Maureen Carroll's attorney as notification she must complete all recertification requirements or comply with the Notice of Intent to Voluntarily Surrender prior to December 1. Failure to comply will result in decertification on December 1, 2016. Ms. Sloan abstained.</i>	<i>Passed</i>
Motion: <i>A motion was made and seconded to decertify CPG Lori Peterson for failure to timely complete her administrative renewal requirements. Ms. Sloan abstained.</i>	<i>Passed</i>

Online Guests:

Sopie Nordstrom	Renate Rain
Tom Goldsmith	Tia Reese