



Certified Professional Guardianship Board

Monday, April 23, 2018
SeaTac Office Center – So. Tower
18000 International Blvd, Ste 1106
SeaTac, WA 98188
9:00 a.m. – 3:00 p.m.

Meeting Minutes

Members Present

Judge James Lawler, Chair
Commissioner Rachelle Anderson
Ms. Rosslyn Bethmann
Ms. Annette Cook
Mr. Jerald Fireman
Judge Gayle Harthcock
Mr. William Jaback
Ms. Victoria Kesala
Commissioner Diana Kiesel
Dr. K. Penney Sanders
Ms. Barbara West

Members Absent

Ms. Amanda Witthauer
Dr. Barbara Cochran

Staff

Ms. Stacey Johnson
Ms. Kathy Bowman
Ms. Carla Montejo
Ms. Kim Rood
Ms. Eileen Schock

Extern: Ms. Maia Crawford-Bernick

Guests: See last page.

1. Meeting Called to Order

Judge James Lawler welcomed all present and called the Certified Professional Guardianship Board's Annual Planning Meeting to order at 9:05 a.m.

Public Comment Period

Members of the public were invited to participate in a moderated discussion with Board members.

Ms. Claudia Donnelly spoke as an advocate for changing guardianship laws with respect to protecting elders from abuse. Ms. Donnelly cited the passing of 2SHB 1402 (2017), prohibiting the restriction of an incapacitated person's or other vulnerable adult's right to communicate, visit, interact, or otherwise associate with persons of the incapacitated person's or vulnerable adult's choosing, and also asked the Board how CPGs, lawyers and AOC staff are notified of new laws that affect guardianships. Commissioner Anderson answered that the Superior Court Judges Association follows the legislature over the year, and judicial conferences are held during spring and fall. Staff noted that AOC has a legislative staff person who disseminates new laws and assures the appropriate departments are informed of changes. Also mandated by 2SHB 1402 (2017), further educational outreach is currently in process with a newly hired education coordinator who will develop and offer training targeted to the legal community and persons working in long-term care facilities.

Ms. Donnelly asked if there was any other guardianship legislation in the works. Judge Lawler responded that it is not within the Board's function to propose legislative change. However, the

Board reviews proposed legislation and may make comment. The Board's role is to look at legislative proposals for how they could affect those subject to guardianship.

Ms. Donnelly's final question was whether the Working Interdisciplinary Network of Guardianship Stakeholders (WINGS) group would continue its work. Staff replied that the WINGS grant has been expended and at this time the Board and AOC will not be continuing facilitation of this stakeholder group. We will participate if a stakeholder wants to facilitate and fund activities.

Grievances

Staff presented the annual Grievance Report, a summary of grievances that were received and closed in 2017. A majority of the grievances received in 2017 were closed for no jurisdiction, involving a Lay Guardian or an out-of-state guardianship, or the Standards of Practice Committee found there was no actionable conduct on the part of the CPG. Staffing is back to two full-time grievance investigators who are moving forward with reducing the number of pending cases.

It was noted by staff that the majority of incoming grievances are concerned with communication and/or financial issues. Methods for reducing the backlog of pending cases have been identified, including mediation and conducting financial reviews. A dialog was opened between the Board and Gary Beagle, President of Washington Association of Professional Guardians (WAPG) about these methods. Staff verified that confidentiality and destruction of document agreements were in place and agreed to draft a Memorandum of Understanding for any outside experts conducting financial reviews. Mr. Beagle provided a written letter and materials for the Board outlining issues recognized by WAPG and recommendations made by the association. Mr. Beagle commented that WAPG is interested in pursuing a mentorship program, and he would like to partner with the Guardianship Institute in exploring funding for that.

A Board member asked what the Board's action plan should be moving forward with the grievance process pertaining to financial audits. Judge Lawler advised it would be best to go first to the SOP Committee for their recommendations for next steps.

Mr. Beagle will send an email blast the 2017 CPGB Grievance Report to WAPG members. WAPG will also refine the list of suggestions, as some issues have been resolved during today's discussion. Mr. Beagle suggested WAPG assist with working through the grievance backlog. Judge Lawler believes there is too much potential for conflict for WAPG to do this work, and Mr. Beagle agreed.

Mindy Blanchard also addressed the Board and invited all members to attend a Guardian Institute conference.

Stacey Johnson, Manager of the Office of Guardianship and Elder Services, Penney Sanders, and Bill Jaback will make a presentation at the upcoming WAPG training.

2. Chair's Report

Approval of Minutes

A motion was made and seconded to approve the March 12, 2018 meeting minutes as written. All were in favor, and the motion passed.

Motion: *A motion was made and seconded to approve the March 12, 2018 minutes. The motion passed.*

Scheduling Conflict May 14, 2018

The perceived scheduling conflict between the CPG Board meeting and the WAPG training on May 14 was raised. Because the next CPG Board meeting will be by Teleconference, those members attending the WAPG training will join the meeting by calling in at 8:00 a.m.

An anticipated DSHS announcement regarding both an increase and a cap to CPG fees was briefly discussed.

3. Break for Working Lunch

4. Executive Session (Closed to Public)

5. Reconvene and Vote on Executive Session Discussion (Open to Public)

On behalf of the Applications committee, Barbara West presented the following applications for Certified Professional Guardian Certification. Members of the Applications Committee abstained.

Motion: *A motion was made and seconded to conditionally approve Dianna Evans' application for certification upon completion of the UW Certification Program. Ms. Rosslyn Bethmann opposed. Dr. K. Penney Sanders abstained. The motion passed.*

Motion: *A motion was made and seconded to conditionally approve Dana Hicks' application for certification upon completion of the UW Certification Program. The motion passed.*

Motion: *A motion was made and seconded to approve Gay Lynn James' application for certification. The motion passed.*

Staff presented the following individual for Administrative Decertification. Members of the Standards of Practice Committee abstained.

Motion: *A motion was made and seconded to Administratively Decertify Kelly Hope for failure to comply with annual recertification and Errors and Omissions insurance requirements. Mr. Bill Jaback abstained. The motion passed.*

6. Wrap Up and Adjourn

Judge Lawler made a suggestion that when sending correspondence requiring registered Certified Mail signature receipt, a second copy of the correspondence be posted via standard US Mail.

The next CPG Board meeting will be held via Teleconference on May 14, 2018 at 8:00 am. The meeting adjourned at 1:30 pm.

Recap of Motions from April 23, 2018 Meeting

Motion Summary	Status
Motion: <i>A motion was made and seconded to approve the March 12, 2018 minutes. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to conditionally approve Dianna Evans' application for certification upon completion of the UW Certification Program. Ms. Rosslyn Bethmann opposed. Dr. K. Penney Sanders abstained. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to conditionally approve Dana Hicks' application for certification upon completion of the UW Certification Program. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to approve Gay Lynn James' application for certification. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to Administratively Decertify Kelly Hope for failure to comply with annual recertification and Errors and Omissions insurance requirements. Mr. Bill Jaback abstained. The motion passed.</i>	Passed

Guests

Gary Beagle
Mindy Blanchard
Claudia Donnelly
Karen Newland