

Meeting Materials

Meeting Minutes

Certified Professional Guardianship Board

Monday, December 3, 2018 (8:00 – 9:00 am)
Teleconference

Proposed Meeting Minutes

Members Present

Commissioner Rachelle Anderson, Chair
Ms. Rosslyn Bethmann
Judge Grant Blinn
Ms. Amanda Froh
Ms. Victoria Kesala
Judge Robert Lewis
Dr. K. Penney Sanders
Ms. Susan Starrfield
Dr. Rachel Wrenn

Members Absent

Mr. Bill Jaback
Ms. Rita Forster
Commissioner Diana Kiesel
Ms. Amanda Witthauer

Staff Present

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

Guests – see list on last page

1. Meeting Called To Order

Technical issues with the Adobe teleconference meeting software caused a late start. While the public was still unable to join the meeting via Adobe, a quorum of Board members was present by telephone and Commissioner Rachelle Anderson called the meeting to order at 8:11 am.

2. Welcome, Roll Call and Approval of Minutes

Roll was taken and Board members present were welcomed. Commissioner Anderson asked for any corrections or additions to the minutes of the October 15, 2018 meeting. Ms. Kesala noted she was present. A motion was made and seconded to approve the October 15, 2018 CPG Board Meeting minutes as corrected. The motion passed. Judge Blinn, Ms. Starrfield and Ms. Froh abstained.

Motion: *A motion was made and seconded to approve the October 15, 2018 minutes as corrected. The motion passed. Judge Blinn, Ms. Starrfield and Ms. Froh abstained.*

3. Chair's Report

Commissioner Anderson suggested that discussion of the Uniform Guardianship Act and methods for increasing communication with Washington Association of Professional Guardians

(WAPG) and Guardians be included on the Agenda of the Board's next in-person meeting scheduled for January 14, 2019.

[Technical issues with Adobe software were resolved and the meeting began broadcasting to the public at 8:18 am while in progress.]

4. Grievance Status Update

Staff reported on the current status of guardian grievances requiring investigation. A total of 13 cases were closed during the month of November. One case was dismissed for No Jurisdiction and three cases were found to have Insufficient facts for investigation and were closed. Five cases were Dismissed as having No Actionable Conduct and the Voluntary Surrender of a CPG terminated another four pending cases.

5. Executive Session (Closed to Public)

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

On behalf of the Applications Committee, Victoria Kesala 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 Heidi Cash's application for certification, subject to completion of the UW Certification program, with transferrable skills in social services and finance. The motion passed.*

Motion: *A motion was made and seconded to deny Helena Huber's application for certification, due to non-disclosure of DUI and arrest for Negligent Driving and lack of transferrable skills showing independent judgement on behalf of others. The motion passed.*

Motion: *A motion was made and seconded to deny Hannah Black's application for certification per Application Regulations 110.3, Failure to Pay Initial Certification Fee. Ms. Black has accepted an out-of-state opportunity. A letter outlining the circumstances of this denial will be written to Ms. Black. The motion passed.*

7. Wrap Up/Adjourn

With no other business to discuss, the meeting was adjourned at 8:55 am.

The next meeting will take place in person at SeaTac Office Center on Monday, January 14, 2019 at 9:00 am.

Recap of Motions from December 3, 2018 Meeting

Motion: *A motion was made and seconded to approve the October 15, 2018 minutes as corrected. The motion passed. Judge Blinn, Ms. Starrfield and Ms. Froh abstained.*

Motion: *A motion was made and seconded to conditionally approve Heidi Cash's application for certification, subject to completion of the UW Certification*

program, with transferrable skills in social services and finance. The motion passed. Members of the Applications Committee abstained.

Motion: *A motion was made and seconded to deny Helena Huber's application for certification, due to non-disclosure of DUI and arrest for Negligent Driving and lack of transferrable skills showing independent judgement on behalf of others. The motion passed. Members of the Applications Committee abstained.*

Motion: *A motion was made and seconded to deny Hannah Black's application for certification per Application Regulations 110.3, Failure to Pay Initial Certification Fee. Ms. Black has accepted an out-of-state opportunity. A letter outlining the circumstances of this denial will be written to Ms. Black. The motion passed. Members of the Applications Committee abstained.*

Guests Present:

Tom Goldsmith
Andrea Green
Rita Loveland
Ian McDonald
Karen Mount
Caroline Wood

DRAFT

UW Survey Questions and Comments

Please go to: <http://www.courts.wa.gov/guardianportal/index.cfm?fa=guardianportal.board&content=meetings>
And then click on Certified Professional Guardianship Board, click on Meetings, that will take you to the online Meeting Materials, click on 1/14/2019 Misc. Docs. (Available in Excel)

Grievance Status Report

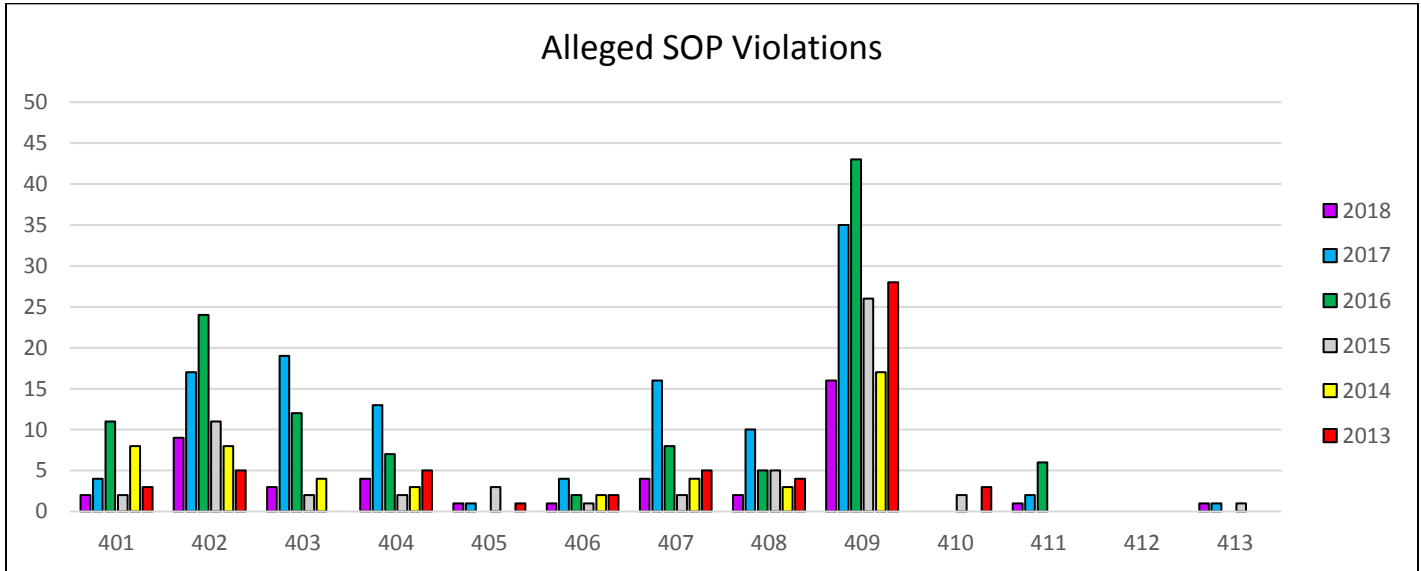
Certified Professional Guardians Grievance Status

December 31, 2018

Grievance Status by Year Received	2018	2017	2016	2015	2014	2013	2012	Total
Grievances Requiring Investigation – 11/27/2018	47	54	38	12	7	2		159
New Grievances:	7							7
Voluntary Surrender Pending:								
ARD Pending:		1	3					4
Complaint/Hearing Pending:				2		1	1	4
Grievances Resolved This Reporting Period:	[6]	[2]	[2]					[10]
Grievances Requiring Investigation – 12/31/2018	48	52	35	12	7	2		156

Grievance Resolutions:	2018	2017	2016	2015	2014	2013	2012	Total
Dismissal – No Jurisdiction	2							2
Dismissal – No Actionable Conduct	4	2	2					8
Dismissal – Insufficient Grievance								
Mediated – Dismissed								
ARD – No Sanction								
ARD - Admonishment								
ARD - Reprimand								
ARD - Suspension								
Terminated – CPG Death								
Terminated – Voluntary Surrender								
Terminated – Administrative Decertification								
Terminated – Decertification								
Total Resolved Grievances – 12/31/2018	6	2	2					10

Grievance Resolutions	2018	2017	2016	2015	2014	2013	Total
Total Grievances Received 2013 – 2018: 12/31/2018	85	104	104	65	64	57	479
Dismissal – No Jurisdiction	21	28	20	13	17	13	112
Dismissal – No Actionable Conduct	11	16	27	17	16	22	109
Dismissal – Insufficient Grievance	2		1		2	1	6
Mediated – Dismissed				1			1
ARD – No Sanction						1	1
ARD - Admonishment				1			1
ARD – Reprimand			1	2		1	4
ARD - Suspension							
Termination – CPG Death				2			2
Termination – Administrative Decertification		1	2	13	11	3	30
Termination – Voluntary Surrender		6	13	2	11	10	42
Termination – Decertification						3	3
Total Grievances Resolved 2013 – 2018: 12/31/2018	34	51	64	51	57	54	311



400 Standards of Practice Regulations

- 401 Guardian’s Duty to Court
- 402 Guardian’s Relationship to Family and Friends of Incapacitated Person and to Other Professionals
- 403 Self-Determination of Incapacitated Person
- 404 Contact with the Incapacitated Person
- 405 General Decision Standards
- 406 Conflicts of Interest
- 407 Residential Decisions
- 408 Medical Decisions
- 409 Financial Management
- 410 Guardian Fees and Expenses
- 411 Changes of Circumstances/Limitation/Termination
- 412 Sale or Purchase of Guardianship Practice
- 413 Responsibilities of Certified Public Guardian Agencies

CPG ID	Year Certified	Open Cases	Year(s) Grievances Received	Status
A	2015	7	2017 (2), 2018 (5)	
B	2011	2	2015 (1), 2018 (1)	
C	2011	5	2014 (1), 2016 (2), 2017 (1), 2018 (1)	
D	2002	6	2014 (1), 2016 (1), 2017 (2), 2018 (2)	
E	2007	6	2015 (1), 2016 (2), 2017 (2), 2018 (1)	
F	2014	2	2017 (2)	
G	2010	2	2017 (1), 2018 (1)	
H	2015	2	2018 (2)	
I	2010	4	2016 (1), 2017 (2), 2018 (1)	
J	2005	6	2014 (2), 2015 (1), 2016 (1), 2017 (1), 2018 (1)	
K	2007	2	2016 (1), 2018 (1)	
L	2004	6	2015 (1), 2016 (1), 2017 (2), 2018 (2)	
M	2001	2	2018 (2)	
N	2001	6	2012 (1), 2013 (1), 2015 (2), 2017 (1), 2018 (1)	4 Cases in Hearing Status
O	2012	6	2016 (2), 2017 (4)	
P	2017	4	2018 (4)	
Q	2004	2	2016 (1), 2018 (1)	
R	2010	4	2016 (3), 2017 (1)	4 Cases ARD Pending
S	2011	4	2016 (1), 2017 (1), 2018 (2)	
T	2003	3	2015 (1), 2016 (2)	
U	2010	3	2014 (1), 2015 (1), 2017 (1)	
V	2009	3	2018 (3)	
W	2003	2	2016 (2)	Voluntary Surrender Pending
X	2001	13	2015 (1) 2016 (7), 2017 (1), 2018 (4)	
Y	2011	7	2015 (1), 2016 (1), 2017 (3), 2018 (2)	
Z	2013	2	2018 (2)	
AA	2007	2	2016 (2)	
AB	2009	2	2017 (1), 2018 (1)	
AC	2014	2	2016 (1), 2017 (1)	
AD	2001	2	2016 (1), 2018 (1)	
AE	2001	3	2016 (2), 2017 (1)	
AF	2009	3	2016 (1), 2017 (1), 2018 (1)	
AG	2015	3	2016 (1), 2017 (2)	
AH	2010	3	2015 (1), 2016 (1), 2017 (1)	
	Total	131		

Of 156 currently open grievances; 131 concern 34 Agencies/CPGs with 2 or more open grievances.

	Year Guardian Certified	# of Guardians
Before UW Certificate Program (56)	2001	6
	2002	1
	2003	2
	2004	2
	2005	1
	2006	
	2007	3
	2008	
	Total	15
UW Certificate Program (79)	2009	3
	2010	5
	2011	4
	2012	1
	2013	2
	2014	3
	2015	3
	2016	
	2017	1
	Total	21

Year	Grievances by Year Certified
2013	1
2014	6
2015	12
2016	42
2017	40
2018	39