



## Certified Professional Guardianship Board

Monday, August 12, 2019

Teleconference

8:00 am – 9:00 am

### Meeting Minutes

#### Members Present

Judge Rachelle Anderson  
Ms. Rita Forster  
Ms. Amanda Froh  
Mr. William Jaback  
Ms. Victoria Kesala  
Commissioner Diana Kiesel  
Judge Robert Lewis  
Dr. K. Penney Sanders  
Ms. Susan Starrfield  
Ms. Amanda Witthauer

#### Members Absent

Ms. Rosslyn Bethmann  
Judge Grant Blinn  
Dr. Rachel Wrenn

#### Staff

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

**Online Guests** – see list on last page.

#### 1. Meeting Called to Order

Judge Rachelle Anderson called the August 12, 2019 Teleconference to order at 8:02 am.

#### 2. Welcome, Roll Call and Approval of Minutes

Roll was taken and Board members were welcomed. Hearing no suggested changes or corrections, a motion was made and seconded to approve the minutes of the Certified Professional Guardianship Board meeting held on June 10, 2019 as written. The motion passed.

Motion: *A motion was made and seconded to approve the June 10, 2019 CPGB meeting minutes as written. The motion passed. No abstentions.*

#### 3. Chair's Report

Judge Anderson reported that suggestions for Section 128 and Article 7 of the Uniform Guardianship Act have been discussed with Washington Association of Professional Guardians (WAPG). No other feedback has been received, and the changes proposed are significant. Next steps for how this information should be disseminated were discussed. Judge Anderson will reach out to Tom Parker, lobbyist for the Superior Court Judges Association. Judge Lewis offered to assist as needed.

Mr. Jaback is completing his final term with the Board in September, 2019. A replacement for his CPG position has not yet been found. Mr. Jaback and Dr. Sanders offered to reach out to WAPG for their recommendation.

#### **4. Grievance Status Update**

Staff presented an update on the current number of grievances, reporting 41 cases have been resolved in this reporting period. A number of guardians who have outstanding grievances are working on completing steps to Voluntarily Surrender their certificates.

#### **5. Education Committee Recommendations**

Bill Jaback reported the Education Committee is aware of CPGs who are preparing to retire and that fewer than hoped for numbers of applicants have been approved for the upcoming UW Certification program. With the goal of helping CPGs to comply with regulations for continuing education and to reduce perceived barriers, the Education Committee has recommended changes to Continuing Education Regulations 200:

- Regulation 203.2: “A credit shall be awarded for each hour actually spent by an active guardian or an inactive guardian who is planning to become active within the next 12 months in attendance at an approved education activity, provided that any pre-recorded audio/visual course, including online webinars, is less than five years old”.
- The current language in Regulation 204.6 will be stricken in its entirety.

*A motion was made and seconded to approve the changes to Regulations 203.2 and 204.6 as proposed by the Education Committee. All were in favor and there were no abstentions. The motion passed.*

- Regulation 201.12: A change was proposed to add flexibility for adding Emerging Issues credits to timely include statutory changes.
- Regulation 205.6: A change was proposed to allow staff and the Education Committee to approve online training offered by organizations such as National Guardianship Association (NGA), on an annual basis, allowing a broader selection of on-demand courses for CPGs.

*A motion was made and seconded to post for public comment changes to Regulation 201.12 and 205.6 as proposed by the Education Committee. All were in favor and there were no abstentions. The motion passed.*

#### **6. Executive Session – Closed to Public**

#### **7. Reconvene and Vote on Executive Session Discussion (Open to the Public)**

##### **Applications:**

On behalf of the Applications Committee, Victoria Kesela made the following motions. Members of the Application Committee abstained.

**Motion:** A motion was made and seconded to deny Michael LaVergne’s application for certification based on lack of transferrable skills. Motion passed.

**Motion:** A motion was made and seconded to deny Drew Lievens application for certification based on lack of transferrable skills. Motion passed.

**Motion:** A motion was made and seconded to conditionally approve Sarah Elliott's application for certification upon completion of the UW Certification Program, with transferrable skills in social services. Motion passed.

**Motion:** A motion was made and seconded to approve Melissa McDermott's application for certification, transferrable skills in financial and social services. Motion passed.

**Motion:** A motion was made and seconded to conditionally approved Chrysa Caufield's application for certification upon completion of the UW Certification Program, with transferrable skills in healthcare and financial services. Motion passed.

**Motion:** A motion was made and seconded to approve Annie Halstead's application for certification, with transferrable skills in healthcare. Motion passed.

**Motion:** A motion was made and seconded to conditionally approved Holland Nelson's application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. Motion passed.

**Motion:** A motion was made and seconded to approve Penny Robinson's application for certification, transferrable skills in social services. Motion passed.

**Motion:** A motion was made and seconded to conditionally approve Karen Thomlinson's application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. Motion passed.

**Motion:** A motion was made and seconded to conditionally approve Barbara Ahlborn's application for certification upon completion of the UW Certification Program, with transferrable skills in financial services. Motion passed.

**Motion:** A motion was made and seconded to conditionally approve Michael Letts' application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. Motion passed.

## 8. **Wrap Up/Adjourn**

The next Certified Professional Guardianship Board Meeting will be held in person at the SeaTac office on Monday, October 14, 2019. As there was no other business to discuss, the meeting was adjourned at 8:58 am.

### Recap of Motions August 12, 2019

Motion Summary		Status
Motion:	<i>A motion was made and seconded to approve the June 10, 2019 CPGB meeting minutes as written. The motion passed. No abstentions.</i>	Passed
Motion:	<i>A motion was made and seconded to post for public comment changes to Regulation 201.12 and 205.6 as proposed by the Education Committee. All were in favor and there were no abstentions.</i>	Passed
Motion:	<i>A motion was made and seconded to deny Michael LaVergne's application for certification based on lack of transferrable skills. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to deny Drew Lievens application for certification based on lack of transferrable skills. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to conditionally approve Sarah Elliott's application for certification upon completion of the UW Certification Program, with transferrable skills in social services. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to approve Melissa McDermott's application for certification, transferrable skills in financial and social services. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to conditionally approved Chrysa Caufield's application for certification upon completion of the UW Certification Program, with transferrable skills in healthcare and financial services. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to approve Annie Halstead's application for certification, with transferrable skills in healthcare. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to conditionally approved Holland Nelson's application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to approve Penny Robinson's application for certification, transferrable skills in social services. Motion passed.</i>	Passed

Motion Summary		Status
Motion:	<i>A motion was made and seconded to conditionally approve Karen Thomlinson's application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to conditionally approve Barbara Ahlborn's application for certification upon completion of the UW Certification Program, with transferrable skills in financial services. Motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to conditionally approve Michael Letts' application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. Motion passed.</i>	Passed

List of Attendees:

- Caroline Wood
- Chris Neil
- Clif Messerschmidt
- Holly Surface
- Karen Newland
- Melissa McDermott