



Certified Professional Guardianship Board

Monday, March 9, 2020

Teleconference

8:00 a.m. – 9:00 a.m.

Meeting Minutes

Members Present:

Judge Rachelle Anderson
Ms. Rosslyn Bethmann
Judge Grant Blinn
Ms. Rita Forster
Ms. Amanda Froh
Commissioner Diana Kiesel
Judge Robert Lewis
Ms. Lisa Malpass
Dr. K. Penney Sanders
Mr. Dan Smerken
Ms. Susan Starrfield
Ms. Amanda Witthauer
Dr. Rachel Wrenn

Staff Present:

Ms. Stacey Johnson
Ms. Kathy Bowman
Mr. Christopher Fournier
Ms. Jennifer Holderman
Ms. Thai Kien
Ms. Kay King
Ms. Kim Rood
Ms. Eileen Schock

Guests:

See list on last page

1. Meeting Called to Order

Judge Rachelle Anderson called the March 9, 2020 Certified Professional Guardianship Board teleconference to order at 8:02 a.m. Commissioner Kiesel informed the committee she would step out of the meeting prior to its conclusion at 9:00 a.m.

2. Welcome, Roll Call and Approval of Minutes

Roll was taken and Judge Anderson welcomed all those attending. Hearing no changes or additions, a motion was made and seconded to approve the minutes of the January 13, 2020 Certified Professional Guardianship Board as written. The motion passed. Ms. Starrfield abstained. Judge Lewis had not yet joined the call and did not vote.

3. Chair's Report

Judge Anderson announced the effective date of the Uniform Guardianship, Conservatorship, and Other Protective Arrangements Act has been pushed out to January, 2022. The extension allows this Board an additional year to work on amendments to the regulations and develop education and online training. Judge Anderson directed Ms. Johnson to list all major tasks and identify entities doing other pieces. Article 2, Guardianship of Minors, is the exception and remains effective January 2021.

Concerns about Coronavirus have been the focus of questions to staff from Certified Professional Guardians regarding visitations with clients in light of CDC recommendations to avoid groups and the special concerns around vulnerable populations. Judge Anderson sent a letter to all Certified Professional Guardians instructing them to use informed judgement regarding visitation with clients in order to limit exposure. Work from home is a current topic of administration discussion. The UW Certification Program will continue via remote learning. All CPG Board meetings will be held by telephone until further notice, including the annual CPG Board meeting scheduled for April 13. Two telephone lines will be utilized for that meeting, one

for public, one for board and staff. Commissioner Kiesel suggested reaching out to the Ombuds to work on accessing federal funds for supplying care facilities with an iPad so CPGs can still face-time with their clients. Judge Anderson asked staff to research instituting that process. The Board will be kept informed via email as new information is received.

4. Grievance Update

Staff presented the status of open guardian grievances. Seven (7) new grievances were opened in February. Twenty-five (25) grievances were closed with the following resolutions: 16 for No Actionable Conduct, 2 for No Jurisdiction, 1 for Insufficient Grievance, and 6 were resolved with the CPG's Voluntary Surrender of certification. Forty-nine (49) cases remain requiring investigation. Judge Anderson commented the decline in the number of unresolved grievances has been a focus of the Board and staff and is a direct response to the concerns of CPGs.

5. Executive Session (*Closed to Public*)

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

On behalf of the Applications Committee, Judge Lewis presented the following motions. Members of the Applications Committee abstained.

Application Motions:

Motion: A motion was made and seconded to approve Halina Catlett's (formerly Huber) application for certification, with areas of transferrable skills in social services and legal. The motion passed.

Motion: A motion was made and seconded to conditionally approve Sharon Sharrett's application upon completion of the UW Certification program, with transferrable skills in finance. The motion passed.

Motion: A motion was made and seconded to conditionally approve Clare Miller's application upon completion of the UW Certification program, with transferrable skills in financial and legal. The motion passed.

Motion: A motion was made and seconded to conditionally approve Valerie Walker's application upon completion of the UW Certification program, with transferrable skills in social services. The motion passed.

Administrative Decertification Motions:

Motion: A motion was made and seconded to Administratively Decertify Pam Ambers (CPG# 5153), for failure to complete her 2020 CPG recertification and to pay the recertification fee. The motion passed.

Motion: A motion was made and seconded to Administratively Decertify Fiduciary Services Foundation (CPGA# 5135), for failure to complete its 2020 CPGA recertification and to pay the recertification fee. The motion passed.

Motion: A motion was made and seconded to Administratively Decertify April Coberly Kjerstad (CPG# 12911), for failure to complete her 2020 CPG recertification and to pay the recertification fee. The motion passed.

Motion: A motion was made and seconded to Administratively Decertify Virginia Nickl (CPG# 10252), for failure to complete her 2020 CPG recertification and to pay the recertification fee. The motion passed.

Correction Motion:

Motion: A motion was made and seconded to void the January 13, 2020 Administrative Decertification of Sarah Tremblay, finding that Ms. Tremblay timely completed her 2020 CPG recertification and paid the recertification fee.

On behalf of the Education Committee, Dr. Wren presented the following recommendations for decertification for non-compliance with the Board's Continuing Education Regulations. Members of the Education Committee abstained:

Motion: A motion was made and seconded to Administratively Decertify A. Colby Parks for failure to complete his CEU requirements and pay the late fee. The motion passed.

Motion: A motion was made and seconded to Administratively Decertify Jason Woehler for failure to complete his CEU requirements and pay the late fee. The motion passed.

Motion: A motion was made and seconded to adopt the recommendation of the Conflict Review Committee regarding grievances 2016-02, 2017-064 and 2018-042 to Dismiss for No Actionable Conduct. The motion passed. Ms. Witthauer abstained.

Wrap Up/Adjourn

Judge Anderson announced that due to concerns about the spread of coronavirus, the April 13, 2020 CPG Board meeting will be held by teleconference. With no other business to discuss, Judge Anderson thanked the Board for their participation and the March 9, 2020 meeting was adjourned at 9:02 a.m.

Motions Summary	Status
A motion was made and seconded to approve the January 13, 2020 meeting minutes as written. The motion passed. Ms. Starrfield abstained. Judge Lewis had not yet joined the call and did not vote.	Passed
A motion was made and seconded to approve Halina Catlett's (formerly Huber) application for CPG, with areas of transferrable skills in social services and legal. The motion passed.	Passed
A motion was made and seconded to conditionally approve Sharon Sharrett's application for CPG upon completion of the UW Certification program, with transferrable skills in finance. The motion passed.	Passed

A motion was made and seconded to conditionally approve Clare Miller's application for CPG upon completion of the UW Certification program, with transferrable skills in financial and legal. The motion passed.	Passed
A motion was made and seconded to conditionally approve Valerie Walker's application for CPG upon completion of the UW Certification program, with transferrable skills in social services. The motion passed.	Passed
A motion was made and seconded to Administratively Decertify Pamela Ambers, for failure to complete her 2020 CPG recertification and to pay the recertification fee. The motion passed.	Passed
A motion was made and seconded to Administratively Decertify Fiduciary Services Foundation, for failure to complete its 2020 CPG recertification and to pay the recertification fee. The motion passed.	Passed
A motion was made and seconded to Administratively Decertify April Coberly Kjerstad, for failure to complete her 2020 CPG recertification and to pay the recertification fee. The motion passed.	Passed
A motion was made and seconded to Administratively Decertify Virginia Nickl, for failure to complete her 2020 CPG recertification and to pay the recertification fee. The motion passed.	Passed
A motion was made and seconded to void the January 13, 2020 Administrative Decertification of Sarah Tremblay finding that Ms. Tremblay timely completed her 2020 CPG recertification and paid the recertification fee.	Passed
A motion was made and seconded to Administratively Decertify A. Colby Parks for failure to complete his CEU requirements and to pay the late fee. The motion passed.	Passed
A motion was made and seconded to Administratively Decertify Jason Woehler for failure to complete his CEU requirements and pay the late fee. The motion passed.	Passed
A motion was made and seconded to adopt the recommendation of the Conflict Review Committee regarding grievances 2016-02, 2017-064 and 2018-042 to Dismiss for No Actionable Conduct. The motion passed. Ms. Witthauer abstained.	Passed

Guests:

Dan Jackson
Chris Neil
Sam Maleski
Karen Newland
Mary
Mindi Blanchard