



Certified Professional Guardianship Board

Monday, March 8, 2021

8:00 a.m. – 9:00 a.m.

Zoom Meeting

<https://wacourts.zoom.us/j/98839674954>

Meeting ID: 988 3967 4954

Meeting Minutes

Members Present

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

Staff

Ms. Stacey Johnson
Ms. Kathy Bowman
Mr. Christopher Fournier
Ms. Jennifer Holderman
Ms. Thai Kien
Ms. Kay King
Ms. Heather Lucas
Ms. Eileen Schock
Ms. Rhonda Scott
Ms. Brandy Walker

Guests – see list on last page

1. Meeting Called to Order

Judge Rachelle Anderson called the March 8, 2021 Certified Professional Guardianship Board (Board) meeting to order at 8:01 am.

2. Welcome, Roll Call and Approval of Minutes

Judge Anderson welcomed all those present. Hearing no suggested changes or corrections, a motion was made and seconded to approve the minutes of the Board meeting held on January 11, 2021 as written. The motion passed.

Motion: A motion was made and seconded to approve the January 11, 2021 Certified Professional Guardianship Board meeting minutes as written. The motion passed.

3. Introduction, New Staff and Board Members

New Staff member Brandy Walker was introduced and welcomed by the Board.

4. Chair's Report

Judge Anderson thanked Kay King and the Regulations Committee for all the work being done on updating the Regulations. Judge Blinn and Ms. King are working with Judge Anderson to

present at the UW. Ms. King reminded everyone the proposed amendments to GR 23 are posted for comments. She continued by announcing that at the next CPGB meeting, which will be held April 12, 2021, will be open to the public for questions and comments. Judge Anderson further announced the Executive Committee will be focused today on applications.

5. Grievance Status Update

Staff reported thirty four (34) open grievances at the end of February. Thirteen (13) new grievances have been received in 2021; eight new grievances in January and five new grievances in February. Seven grievances were closed in January. Three grievances were dismissed for no actionable conduct, three were dismissed as insufficient grievances, and one was resolved by voluntary surrender of the CPG. Six grievances were closed in February. One was dismissed for no jurisdiction, three were dismissed for no actionable conduct, one was dismissed as an insufficient grievance, and one was resolved after issuing an advisory letter.

Of the total thirty four (34) currently open grievances, twenty one (21) grievances relate to only a few agencies. Dan Smerken addressed the thirteen (13) grievances received in 2021, asking if staff have noticed a pattern or specific trends. Staff answered they have not noticed a pattern. Judge Robert Lewis asked if any of the grievances within the same agency are related. Staff reported they are somewhat related and that Staff is actively working to close these.

Rosslyn Bethmann asked if there are any COVID-19 related grievances. Staff reported though there are mentions of COVID in a handful of cases since it began, no actionable grievances have been filed regarding COVID.

6. Regulations Committee

Judge Diana Kiesel praised Kay King and the Regulations Committee for their diligence working through the regulation updates. She said they have been amazing to work with, and have been meeting twice a week. The committee has continued with the debates and research needed for the definitions, including the definitions for decision making and independent judgment. Judge Kiesel also noted they are getting help with definitions and decision making from the U.S. Department of Labor.

Judge Kiesel also spoke on RCW 11.130.125 that requires a guardian employing an agent to do a background check, she mentioned definition of an agent and protections without undue burden on a CPG. She gave examples of databases for minimal background checks, including the WA State Patrol Watch Report, the courts' databases like Odyssey, LINX in Pierce, and ECR in King County. She said there are others but they are inaccessible or too expensive, such as the FBI database. Also, she noted that discretion is given to CPGs under RCW 103.4.3 regarding employees and agents, and that the Committee wanted it to be dependent on the type of work being done with the protected person.

Dr. Penney Sanders asked if there is a schedule for when the new regulations would be available for public comment. Kay King answered saying, when the board is ready to post the regulations, they will be posted for 30 days for comments and then will be considered for final action at the next Board meeting. Ms. King also mentioned that the new regulations will roll out in chunks, rolling out each section as it is ready, rather than waiting for them all to be finished.

Ms. Starrfield made a motion to put the 100 series out for public comment.

Motion: A motion was made and seconded to post Regulation Series 100 for public comment. The Regulations Committee abstained. All members voting approved. The motion passed.

7. Board Member Attendance

Judge Anderson requested that Board members provide 24 hour notice to either staff or the Chair if you cannot attend a Board meeting. 80% attendance is required.

8. Executive Session (Closed to Public)

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

On behalf of the Application Committee, Judge Lewis presented the following applications for certification. The Application Committee abstained.

Motion: A motion was made and seconded to approve Jay Becker's application for certification, with transferrable skills in social services and financial. All members voting approved. The motion passed.

Motion: A motion was made and seconded to approve Rhonda Wilson's application for certification, with transferrable skills in social services and financial. All members voting approved. The motion passed.

Motion: A motion was made and seconded to conditionally approve Angela Carlson-Whitley's application for certification, upon completion of mandatory training, with transferrable skills in legal. All members voting approved. The motion passed.

Motion: A motion was made and seconded to conditionally approve Deborah Jameson's application for certification, upon completion of mandatory training, with transferrable skills in legal. All members voting approved. The motion passed.

Motion: A motion was made and seconded to conditionally approve Meera Shin's application for certification, upon completion of mandatory training, with transferrable skills in social services. All members voting approved. The motion passed.

Motion: A motion was made and seconded to conditionally approve Mary Shobe's application for certification, upon completion of mandatory training, with transferrable skills in financial. All members voting approved. The motion passed.

Motion: A motion was made and seconded to conditionally approve Amanda Zahller's application for certification, upon completion of mandatory training, with transferrable skills in healthcare and social services. All members voting approved. The motion passed.

Motion: A motion was made and seconded to conditionally approve Melanie Maxwell's application for certification, upon review of WSP and FBI background checks, with transferrable skills in legal. All members voting approved. The motion passed.

10. Wrap Up/Adjourn

The next CPG Board meeting will take place via Zoom on Friday, April 12, 2021 at 9:00 am. Public Comments will be welcomed at this meeting. As there was no other business to discuss, the March 08, 2021 meeting was adjourned at 9:01 a.m.

Recap of Motions

Motion Summary	Status
Motion: <i>A motion was made and seconded to approve the January 11, 2021 Certified Professional Guardianship Board meeting minutes as written. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to post Regulation Series 100 for public comment. The Regulations Committee abstained. All members voting approved. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to approve Jay Becker's application for certification, with transferrable skills in social services and financial. All members voting approved. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to approve Rhonda Wilson's application for certification, with transferrable skills in social services and financial. All members voting approved. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to conditionally approve Angela Carlson-Whitley's application for certification, upon completion of mandatory training, with transferrable skills in legal. All members voting approved. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to conditionally approve Deborah Jameson's application for certification, upon completion of mandatory training, with transferrable skills in legal. All members voting approved. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to conditionally approve Meera Shin's application for certification, upon completion of mandatory training, with transferrable skills in social services. All members voting approved. The motion passed.</i>	Passed
Motion: <i>A motion was made and seconded to conditionally approve Mary Shobe's application for certification, upon completion of</i>	Passed

	<i>mandatory training, with transferrable skills in financial. All members voting approved. The motion passed.</i>	
Motion:	<i>A motion was made and seconded to conditionally approve Melanie Maxwell's application for certification, upon review of WSP and FBI background checks, with transferrable skills in legal. All members voting approved. The motion passed.</i>	Passed
Motion:	<i>A motion was made and seconded to conditionally approve Amanda Zahller's application for certification, upon completion of mandatory training, with transferrable skills in healthcare and social services. All members voting approved. The motion passed.</i>	Passed

Guests Present

Jeff and Teresa Owen
 Shelly U
 Katlyn Balsam (did not return following executive session)
 Scott Malavotte
 Karen Newland Puget Sound
 Christopher Fast
 Glenda Voller joined 8:07 am
 Michael Longyear joined 8:09 am
 Mary Shobe joined 8:23 am