



## Certified Professional Guardianship Board

Monday, September 13, 2021

Zoom Meeting

8:00 a.m. – 9:00 a.m.

### Meeting Minutes

#### Members Present

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

#### Members Absent

Ms. Rita Forster

#### Staff Present

Ms. Amber Collins  
Mr. Christopher Fournier  
Ms. Thai Kien  
Ms. Rhonda Scott  
Ms. Eileen Schock  
Ms. Kathy Bowman  
Ms. Heather Lucas

**Guests:** see list on last page

#### 1. Meeting Called to Order

Judge Rachelle Anderson noted that this is Ms. Bethmann's, Ms. Forster's, and her final meeting as Board members, as their terms end on September 30 2021.

Judge Anderson called the September 13, 2021 CPG Board meeting to order at 8:12 a.m.

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

Hearing no suggested additions or corrections, a motion was made and seconded to approve the August 9, 2021 meeting minutes as written. The motion passed.

Motion: A motion was made and seconded to approve the August 9, 2021 Certified Professional Guardianship Board meeting minutes as written. The motion passed.

#### 3. Chair's Report

Judge Anderson announced there will be a Guardian ad Litem training held in Spokane County in December. This training will be mandatory in Spokane County, and will include Court Visitors. King County's curriculum has been adopted as the official training of the state.

On behalf of the Board and Staff, Eileen Schock thanked Judge Anderson for her many years of service to the Board.

#### 4. Grievance Report

Staff provided a grievance status update. A total of Sixty-seven (67) grievances have been received in 2021, and Forty-two (42) have been resolved. During the month of August, there

were nine (9) new grievances received, and Seventeen (17) grievances resolved. Twelve (12) grievances were dismissed for No Actionable Conduct, Four (4) were administratively dismissed due to the administrative decertification of the CPG, and One (1) grievance was dismissed as insufficient. Of the Thirty-eight (38) total remaining open grievances, Twenty-nine (29) grievances concern 8 agencies or CPGs with two or more grievances.

## **5. Regulations Committee Report**

Judge Kiesel reported the Regulations Committee met three times this past week for a total of 5 hours. Public comments received in response to posted amended regulations have been carefully reviewed. The committee surveyed CPGs and Stakeholders and has decided to include statutory language of the UGA with the Regulations. Standards of Practice Regulations 400-408 have been revised. Regulation 401.6 has been reworded, taking out mandatory language from the Regulation by changing shall develop a plan to should develop a plan, addressing both the concerns of stakeholders and the needs of the Board and the Court on who to contact in an emergency. The new language was posted separately for review as additional materials. Judge Lewis asked if the preamble will be kept, and he was answered yes, making it clear the Court is the final arbitrator.

On behalf of the Regulations Committee, Judge Kiese called for a motion to approve for publication for public comment amended Regulations 400, 401, 402, 403, 404, 405, 406, 407, and 408 The Regulations Committee abstained.

Motion: A motion was made and seconded to approve for publication for public comment amended Regulations 400, 401, 402, 403, 404, 405, 406, 407, and 408. The motion passed.

Judge Kiesel requested that the regular November Board meeting be extended to two hours and to also hold a one hour Board meeting in December in order to discuss regulations. Judge Anderson responded the request does not require a vote and can be determined as Board chair.

## **6. Vaccine Discussion**

Eileen presented a question from CPGs requesting direction regarding the state mandate by Governor Inslee requiring COVID vaccinations for contractors, volunteers and other positions that have any onsite presence at health care sites or working with the state. Washington State Department of Health has developed a Q&A response to many questions that have been received. Judge Anderson felt this is appropriate information to share. The Board cannot give legal advice, or make determinations about COVID vaccination issues. The court will deal with this question on an individual basis.

## **7. Executive Session (Closed to Public)**

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

Oh behalf of the Applications Committee, Judge Lewis presented the following applications for Certified Professional Guardian. The Applications Committee abstained.

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

- Motion: A motion was made and seconded to conditionally approve Nicole Kittersong's application for certification upon completion of the UW Certification Program, with transferrable skills in financial. The motion passed.
- Motion: A motion was made and seconded to conditionally approve Kristine Kolbeck's application for certification upon completion of the UW Certification Program, with transferrable skills in social services. The motion passed.
- Motion: A motion was made and seconded to conditionally approve Matthew Macklin's application for certification upon completion of the UW Certification Program, with transferrable skills in social services. The motion passed.
- Motion: A motion was made and seconded to approve Lillian Mello's application for certification, with transferrable skills in financial. The motion passed.
- Motion: A motion was made and seconded to conditionally approve Jeanette Sale's application for certification upon completion of the UW Certification Program, with transferrable skills in social services. The motion passed.
- Motion: A motion was made and seconded to extend the alternate training deadline and approve Meera Shin's request to allow alternate training to be completed by the end of September. There were no abstentions. The motion passed.

Conversation regarding the Administrative Decertification process was tabled due to lack of time remaining. This topic will be prioritized during executive session at the October 11, 2021 Board meeting.

## 9. Wrap Up/Adjourn

Judge Anderson said her goodbyes to the Board. The next meeting will be held on October 11, 2021 at 9:00 a.m. The September 13, 2021 CPG Board meeting adjourned at 9:06 a.m.

| Motion Summary |  | Status |
|----------------|--|--------|
| Motion:        | A motion was made and seconded to approve the August 9, 2021 Certified Professional Guardianship Board meeting minutes as written.   | Passed |
| Motion:        | A motion was made and seconded to approve for publication for public comment Regulations 400, 401, 402, 403, 404, 405, 406, 407, and 408.  | Passed |
| Motion:        | A motion was made and seconded to conditionally approve Drurea Keithahn's application for certification upon completion of the UW Certification Program, with transferrable skills in financial and social services. | Passed |
| Motion:        | A motion was made and seconded to conditionally approve Nicole Kittersong's application for certification upon completion of the UW Certification Program, with transferrable skills in financial.                   | Passed |
| Motion:        | A motion was made and seconded to conditionally approve Kristine Kolbeck's application for certification upon completion of the UW Certification Program, with transferrable skills in social services.              | Passed |

|         |   |        |
|---------|---|--------|
| Motion: | A motion was made and seconded to conditionally approve Matthew Macklin's application for certification upon completion of the UW Certification Program, with transferrable skills in social services.                  | Passed |
| Motion: | A motion was made and seconded to approve Lillian Mello's application for certification, with transferrable skills in financial.  | Passed |
| Motion: | A motion was made and seconded to conditionally approve Jeanette Sale's application for certification upon completion of the UW Certification Program, with transferrable skills in social services. The motion passed. | Passed |
| Motion: | A motion was made and seconded to extend the alternate training deadline and approve Meera Shin's request to allow alternate training to be completed by the end of September. The motion passed.                       | Passed |

**Guests:**

Denise Meador – Private Client Fiduciary  
Neil and Neil – Chris Neil  
Elizabeth Stone  
Katlyn Balsam  
Erik Eggertsen  
Jan Low  
Glenda Voller  
Deana K  
Sarah Tremblay  
Dan Jackson  
Puget Sound Guardians  
Will Reeves  
Ben Miller  
Alexis Carter  
Mark Vohr  
Brenda Morales  
Deborah Jameson  
DK  
Michael Whipple  
Marci Perkins  
Lily Mello  
Corinne