



Certified Professional Guardianship Board

Monday, November 8, 2021

Zoom Meeting

7:00 a.m. – 9:00 a.m.

DRAFT Meeting Minutes

Members Present

Judge Diana Kiesel, Chair
Judge Grant E. Blinn
Judge Robert A. Lewis
Ms. Kristina Hammond
Ms. Lisa Malpass
Ms. Melanie Maxwell¹
Mr. William P. Reeves
Dr. K. Penney Sanders
Mr. Dan Smerken
Ms. Susan Starrfield²
Ms. Amanda Witthauer
Dr. Rachel Wrenn

Members Absent

Staff Present

Ms. Stacey Johnson
Ms. Kathy Bowman
Ms. Thai Kien
Ms. Kay King
Mr. Samar Malik
Ms. Rhonda Scott
Ms. Eileen Schock
Ms. Sherri White

Guests: listed on last page

1. Meeting Called to Order

Judge Diana Kiesel called the November 8, 2021 CPG Board meeting to order at 7:06 a.m.

2. Welcome, Roll Call and Approval of Minutes

Judge Kiesel welcomed Board members, staff, and members of the public.

Motion: A motion was made and seconded to approve the minutes of the October 11, 2021 CPG Board meeting as written. The motion passed.

3. Chair's Report

Judge Kiesel noted an incorrect meeting date is listed on the CPG Board Calendar for December 2021. The next meeting of the Board will be on December 13, 2021 beginning at 8:00 a.m.

Judge Kiesel reminded all Board members of the Board's Mission Statement and the importance of attending meetings. It was announced Commissioner Cadine Ferguson-Brown has been appointed to serve on the Board, filling the vacancy left by Judge Anderson. Judge Kiesel next mentioned the work Dan Smerken has done with the University of Washington, writing scripts for mock video training. Judge Kiesel invited Board members to attend

¹ Ms. Maxwell joined the meeting at 8:20 a.m.

² Ms. Starrfield joined the meeting at 7:58 a.m.

committee meetings ad-hoc if interested, however, members participating ad-hoc would not vote on committee decisions.

4. Grievance Report

Staff reported there were five (5) new grievances received, and seven (7) grievances were dismissed for no actionable conduct during the month of October. There are currently thirty-six (36) open grievances remaining in investigation status. Twenty-five (25) of these open grievances concern seven (7) CPGs or CPGAs with two or more grievances.

5. Regulations Committee

After posting for public comment, and reviewing the comments received, the Board was asked to consider the approval of Regulations 400, 401, 402, 403, 405, and 406, effective January 1, 2022.

Motion: A motion was made and seconded to approve Regulations 400, 401, 402, 403, 405, and 406, effective January 1, 2022. The motion passed.

The Board was asked to consider the approval of Regulations 407 and 408, with minor amendments to Regulation 407.5.1 and 408.2 due to Stakeholder comments received on November 5.

Motion: A motion was made and seconded to approve Regulations 407 and 408, as amended, effective January 1, 2022. The motion passed.

The Board was asked to consider posting amendments to Regulation Series 000, 200, 300, 500, 600 and 700 for publication for notice and comment.

Motion: A motion was made and seconded to publish for notice and comment Regulation Series 000. The motion passed.

Motion: A motion was made and seconded to publish for notice and comment Regulation Series 200. The motion passed.

Motion: A motion was made and seconded to publish for notice and comment Regulation Series 300. The motion passed.

Motion: A motion was made and seconded to publish for notice and comment Regulation Series 500. The motion passed.

Motion: A motion was made and seconded to publish for notice and comment Regulation Series 600 and 700. The motion passed.

Judge Kiesel presented two versions of additional amendments to Regulation 404 for discussion. Mr. Smerken reported that Washington Association of Professional Guardians (WAPG) wants the focus of Regulation 404 to be on the quality versus the frequency of CPG visits with their appointed clients. There was discussion about defining meaningful contact, and tailoring contact to the client's needs. There was agreement that proposed amended Regulation 404, version 1, gives clear guidance of what is expected of the CPG, and provides for alternate meaningful contact. Judge Kiesel asked Board members for a show of hands in support of Regulation 404 version 2 as presented, and there were none. There was further

conversation regarding adding a requirement of at least one in-person visit per year to Regulation 404.

Judge Kiesel called for a show of hands in support of amended Regulation 404, version 1 as presented. (Witthauer, Lewis, Smerken, Reeves, Sanders, Kiesel)

Judge Kiesel next called for a show of hands in support of amended Regulation 404, version 1, *adding visitation once per year in person*. (Malpass, Hammond, Blinn, Starfield, Wrenn)

By show of hands, the majority of the Board supported amended Regulation 404, version 1 as presented. Due to the nature of the additional amendments in response to stakeholder comments, Regulation 404 will be re-posted for notice and comment.

6. Executive Session (Closed to Public)

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

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

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

8. Wrap Up/Adjourn

The next meeting of the Board will be held by Zoom on December 13, 2021 at 8:00 a.m. The November 8, 2021 CPG Board meeting was adjourned at 8:46 a.m.

Recap of Motions from November 8, 2021

Motion Summary	Status
Motion: A motion was made and seconded to approve the October 11, 2021 Certified Professional Guardianship Board meeting minutes as written.	Passed
Motion: A motion was made and seconded to approve Regulations 400, 401, 402, 403, 405, and 406, effective January 1, 2022.	Passed
Motion: A motion was made and seconded to approve Regulations 407 and 408, as amended, effective January 1, 2022.	Passed
Motion: A motion was made and seconded to publish for notice and comment Regulation Series 000.	Passed

Motion: A motion was made and seconded to publish for notice and comment Regulation Series 200.	Passed
Motion: A motion was made and seconded to publish for notice and comment Regulation Series 300.	Passed
Motion: A motion was made and seconded to publish for notice and comment Regulation Series 500.	Passed
Motion: A motion was made and seconded to publish for notice and comment Regulation Series 600 and 700.	Passed
Motion: A motion was made and seconded to approve Kippy McElya's application for certification upon completion of the UW Certification Program with transferrable skills in financial and business.	Passed

Guests:

Dan Jackson
 Debi Lawrence
 David Lord
 Neil & Neil
 Puget Sound Guardians (Karen Klem Newland)
 Deborah Jameson
 HendeKA
 Katlyn Balsam
 Sarah Tremblay
 Mark Vohr
 Michael Letts
 Elaine morgan
 Brenda Morales
 Leesa Arthur
 Caroline Wood