

Meeting Minutes
December 13, 2021
December 20, 2021



Certified Professional Guardianship Board

Monday, December 13, 2021

Zoom Meeting

8:00 a.m. – 9:00 a.m.

PROPOSED Meeting Minutes

Members Present

Judge Diana Kiesel, chair
Judge Grant Blinn¹
Judge Robert Lewis
Ms. Amanda Witthauer
Mr. Will Reeves
Ms. Melanie Maxwell
Ms. Lisa Malpass
Dr. Rachel Wrenn
Ms. Kristina Hammond
Dr. K. Penny Sanders
Mr. Dan Smerken

Members Absent

Commissioner Cadine Ferguson Brown
Ms. Susan Starrfield

Staff Present

Stacey Johnson
Eileen Schock
Ronda Scott
Sherri White
Kay King
Thai Kien
Samar Malik
Linda Vass
Maureen Roberts²

Guests: listed on last page

1. Meeting Called to Order

Judge Kiesel called the December 13, 2021 CPG Board meeting to order at 8:00 a.m.

2. Welcome, Roll Call, and Approval of Minutes

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

Motion: It was moved and seconded to approve the minutes of the November 8, 2021 CPG Board meeting as written. The motion passed.

3. Chair's Report

Judge Kiesel reminded the group to send any communication or questions/concerns directly to board via mail or email as Zoom communications are not saved. There will be a second December CPGB meeting on Monday, December 20, 2021 at 8 a.m. to discuss disciplinary issues.

4. Grievance Report

¹ Judge Blinn left the meeting at 9 a.m

² Maureen Roberts joined the meeting at 8:02 a.m.

Staff reported there were six (6) new grievances received in November. Five were (5) resolved: of these, three (3) were dismissed for no actionable conduct, one (1) for no jurisdiction, and one (1) for which there was insufficient information. There are currently thirty-nine (39) open grievances under investigation. The committee has received eighty-four (84) grievances in 2021 and resolved fifty-nine (59). The SOP for financial management is the most reported category. Twenty-six (26) involve agencies or CPGs with multiple grievances.

5. Regulations Committee

Board previously approved regulations 410, 411, 412, 413, 414, and 415 for public opinion, no comments were received for the regulations. These would be effective January 1, 2022.

Motion: A motion was made and seconded to approve Regulations 400, 401, 402, 410, 411, 412, 413, 414, and 415 with effective date of 1/1/22. The motion passed.

Motion: A motion was made and seconded to approve regulation 409 with effective date of 1/1/22. The motion passed.

Motion: A motion was made and seconded to approve withdraw Ethics Advisory Opinion 2205-004. Passed.

Board Consideration of Approval of Regulations with effective date of January 1, 2022 following stakeholder comments (not every regulation received comments):

Motion: A motion was made and seconded to approve regulation series 000. The motion passed.

Motion: A motion was made and seconded to approve regulation series 200. The motion passed.

Motion: A motion was made and seconded to approve regulation series 300 with a minor amendment. The motion passed.

Motion: A motion was made and seconded to approve regulation series 500 with minor amendments. The motion passed.

Motion: A motion was made and seconded to approve regulation series 600 with an additional minor amendment. The motion passed.

Motion: A motion was made and seconded to approve regulation series 700 with a minor amendment. The motion passed.

Motion: A motion was made and seconded to approve regulation 404. The motion passed.

6. Executive Session (Closed to the Public)

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

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

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

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

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

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

Motion: A motion was made and seconded to adopt conclusions regarding the David Whipple matter. The motion passed.

8. Wrap Up/Adjourn

The next Board meeting will take place via Zoom Conference on December 20, 2021. With no other business to discuss, the December 13, 2021 meeting was adjourned at 9:04 am.

9. Recap of Motions from December 13, 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 regulation series 000.	Passed

Motion:	A motion was made and seconded to approve regulation series 200.	Passed
Motion:	A motion was made and seconded to approve regulation series 300.	Passed
Motion:	A motion was made and seconded to approve regulation series 500.	Passed
Motion:	A motion was made and seconded to approve regulation series 600.	Passed
Motion:	A motion was made and seconded to approve regulation series 700.	Passed
Motion:	A motion was made and seconded to approve regulation 404.	Passed
Motion:	A motion was made and seconded to approve regulation series 000.	Passed
Motion:	A motion was made and seconded to approve regulation series 200.	Passed
Motion:	A motion was made and seconded to approve regulation series 300.	Passed
Motion:	A motion was made and seconded to approve regulation series 500.	Passed
Motion:	A motion was made and seconded to approve regulation series 600.	Passed
Motion:	A motion was made and seconded to approve regulation series 700.	Passed
Motion:	A motion was made and seconded to approve regulation 404.	Passed
Motion:	A motion was made and seconded to approve regulation series 000.	Passed
Motion:	A motion was made and seconded to approve regulation series 200.	Passed
Motion:	A motion was made and seconded to conditionally approve Nancy Bond's application for certification, conditioned upon completion of UW Certification Program with transferrable skills in financial.	Passed
Motion:	A motion was made and seconded to conditionally approve William McElya's application for certification, conditioned upon completion of UW Certification Program with transferrable skills in financial.	Passed
Motion:	A motion was made and seconded to conditionally approve Leah Rathwell's application for certification, conditioned upon completion of UW Certification Program with transferrable skills in social services and financial.	Passed

Motion:	A motion was made and seconded to conditionally approve Steven Trower's application for certification, conditioned upon completion of UW Certification Program with transferrable skills in social services and financial.	Passed
Motion:	A motion was made and seconded to adopt conclusions regarding the David Whipple matter.	Passed

Guests:

Dan Jackson
David Lord
Deborah Jameson
Elaine Morgan
Mark Vohr
Katlyn Balsam
Karen Newland
Christopher Fast³
Heather Lucas

³ Christopher Fast joined the meeting at 8:16 a.m.



Certified Professional Guardianship Board

Monday, December 20, 2021

Zoom Meeting

8:00 a.m. – 9:00 a.m.

Proposed Meeting Minutes

Members Present

Judge Diana Kiesel, Chair
Judge Grant Blinn
Commissioner Cadine Ferguson Brown
Judge Robert Lewis
Ms. Melanie Maxwell
Mr. William Reeves
Dr. K. Penney Sanders
Mr. Daniel Smerken
Dr. Rachel Wrenn

Members Absent

Ms. Kristina Hammond
Ms. Lisa Malpass
Ms. Susan Starrfield
Ms. Amanda Witthauer

Staff

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

Guests – See last page

1. Meeting Called to Order

Judge Diana Kiesel called the December 20, 2021 Special Meeting of the Certified Professional Guardianship Board to order at 8:00 a.m.

2. Welcome, Roll Call

Judge Kiesel welcomed all present.

3. Executive Session (Closed to the Public)

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

Motion: A motion was made and seconded to adopt the Hearing Examiner's decision in the Beagle matter. Voting no, Dan Smerken. Members of the Standards of Practice Committee abstained. The motion passed.

Motion: A motion was made and seconded to file a complaint regarding the Mather matter. Members of the Standards of Practice Committee abstained. The motion passed.

5. Wrap Up/Adjourn

The next Certified Professional Guardianship Board meeting will take place via Zoom Conference on January 10, 2022. The December 20, 2021 Special Board meeting was adjourned at 9:04 a.m.

Recap of Motions

Motion Summary	Status
Motion: A motion was made and seconded to approve the Hearing Examiner's decision on the Beagle matter.	Passed
Motion: A motion was made and seconded to file a complaint regarding the Mather matter.	Passed

Guests:

AAG Steven Manning¹

Deborah Jameson

Glenda Voller

Amber Collins

Heather Lucas

¹ AAG Manning left the meeting at 8:50 a.m.

Grievance Report

Certified Professional Guardians Grievance Status

Month-End

December 31, 2021

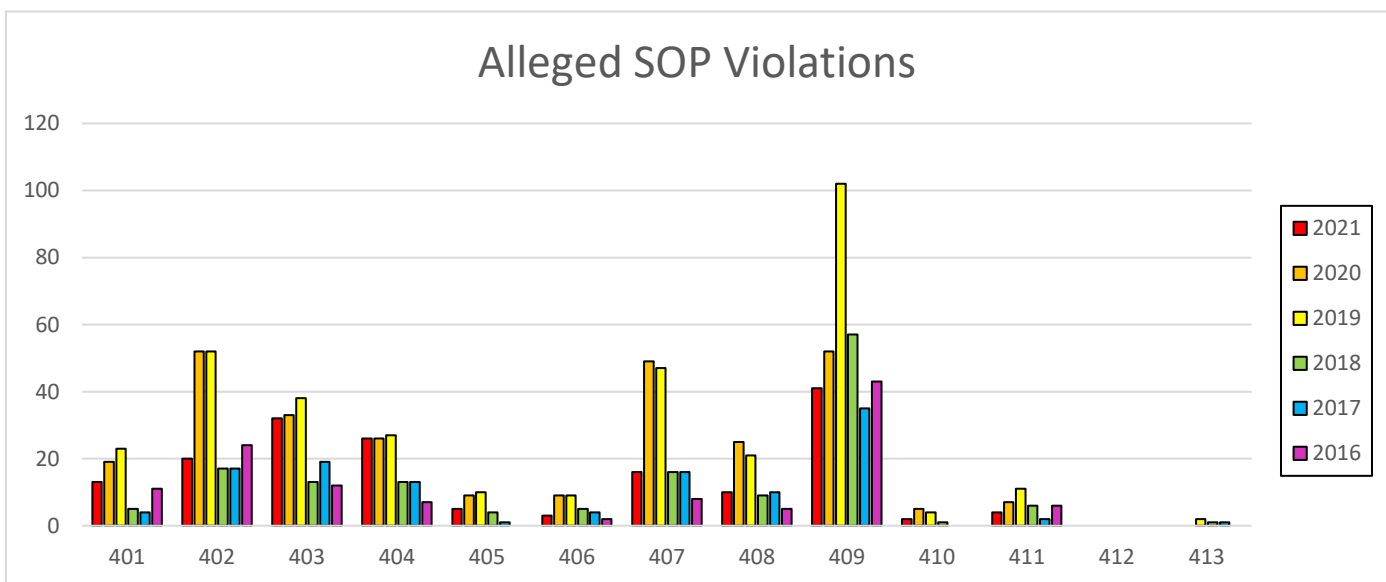
Grievance Status – December 31, 2021	2021	2020	2019	2018	2017	2016	Total
New Grievances Received:	11	0	0	0	0	0	11
Grievances Resolved this Month:	[3]						[3]
Grievances Remaining Requiring Investigation*:	33	6	1	1	0	0	41

Grievances Pending*	2021	2020	2019	2018	2017	2016	Total
Voluntary Surrender/Litigation:							
Conflicts Review Committee:	1		1	1			3
ARD:						1	1
Complaint/Hearing:		1	2				3
Administrative Decertification:							
Total Pending:	1	1	3	1		1	7

[*Grievances in Pending status are not counted as Grievances Requiring Investigation.]

Resolution of Grievances – December 31, 2021	2021	2020	2019	2018	2017	2016	Total
Dismissal – No Jurisdiction	2						2
Dismissal – No Actionable Conduct	1						1
Dismissal - Administrative							
Dismissal – Insufficient Grievance							
Mediated – Dismissed							
Advisory Letter 507.1							
ARD - Admonishment							
ARD - Reprimand							
ARD - Suspension							
Terminated – Voluntary Surrender							
Terminated – Administrative Decertification							
Terminated – Decertification							
Total Resolved Grievances: December 31, 2021	3						3

Grievance Resolutions	2021	2020	2019	2018	2017	2016	Total
Total Grievances Received	95	80	77	85	104	104	545
Dismissal – No Jurisdiction	9	21	15	22	30	20	117
Dismissal – No Actionable Conduct	44	41	38	51	60	55	289
Dismissal - Miscellaneous							
Dismissal – Insufficient Grievance	6	6	5	3	1	2	23
Mediated – Dismissed							
Advisory Letter 507.1		2	5	3	2	4	16
ARD - Admonishment							
ARD – Reprimand		1		1	1	4	7
ARD - Suspension							
Termination – CPG Death							
Termination – Administrative Decertification	3	1	3	1	1	3	12
Termination – Voluntary Surrender			1	2	8	15	26
Termination – Decertification			5	1	1		7
Grievances Resolved To Date: December 31, 2021	62	72	72	84	104	103	497



400 Standards of Practice Regulations

- 401 Guardian's Duty to Court
- 402 Guardian's Relationship to Family and Friends of Incapacitated Person and to Other Professionals
- 403 Self-Determination of Incapacitated Person
- 404 Contact with the Incapacitated Person
- 405 General Decision Standards
- 406 Conflicts of Interest
- 407 Residential Decisions
- 408 Medical Decisions
- 409 Financial Management
- 410 Guardian Fees and Expenses
- 411 Changes of Circumstances/Limitation/Termination
- 412 Sale or Purchase of Guardianship Practice
- 413 Responsibilities of Certified Public Guardian Agencies

Pending Grievances Involving Guardians with Multiple Grievances

December 31, 2021

ID	Year Cert.	Open	Year(s) Grievances Received
A	2009	3	2021 (3)
B	2015	2	2021 (2)
C	2016	5	2021 (5)
D	2014	5	2019 (1), 2020 (2), 2021 (2)
E	2011	3	2021 (3)
F	2002	2	2021 (2)
G	2001	5	2018 (1), 2020 (4)
H	2006	2	2021 (2)
		27	

Of 41 currently open grievances requiring investigation, 27 concern 8 Agencies/CPGs with 2 or more open grievances.