



# Certified Professional Guardianship and Conservatorship Board

Monday, September 11, 2023

Zoom Meeting

7:30 a.m. – 9:00 a.m.

## MEETING MINUTES

### Members Present

Judge Diana Kiesel, Chair  
Judge Grant Blinn  
Judge Cadine Ferguson-Brown  
Ms. Lynda Clark  
Judge Robert Lewis  
Ms. Lisa Malpass  
Mr. William Reeves  
Dr. K. Penney Sanders  
Mr. Dan Smerken  
Ms. Susie Starrfield

### Members Absent

Ms. Melanie Maxwell  
Ms. Kristina Hammond  
Ms. Anita Souza

### Staff Present

Ms. Stacey Johnson  
Ms. Bowman  
Ms. Thai Kien  
Ms. Kay King  
Ms. Maureen Roberts  
Ms. Rhonda Scott  
Ms. Sherri White

**Guests** – See last page

### 1. Meeting Called to Order

Judge Diana Kiesel called the September 11, 2023 Certified Professional Guardianship and Conservatorship Board meeting to order at 7:30 a.m.

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

Judge Kiesel welcomed all present.

Motion: It was moved and seconded to approve the June 12, 2023 minutes as amended. The motion passed.

Motion: It was moved and seconded to approve the July 10, 2023 minutes. The motion passed.

Motion: It was moved and seconded to approve the August 14, 2023 minutes. The motion passed.

### 3. Executive Session (Closed to Public)

### 4. Reconvene (Open to Public)

### 5. Chair's Report

Judge Kiesel expressed gratitude for serving on the Board and welcomed Judge Lewis as the next Chair of the Board beginning in October, 2023.

## **6. Grievance Report**

Ms. Scott reported seven (7) grievances were received during the month of August. The Board dismissed (5) grievance and forwarded (5) grievances to superior court. A total of forty-two (42) grievances are currently unresolved. Currently, there are two hundred fifty-one (251) active CPGCs.

## **7. Bylaws Committee**

Judge Kiesel noted comments were received from the public and from Washington Association of Professional Guardians (WAPG), and announced that the Bylaws and Communication Plan revisions are ready for approval.

Motion: It was moved and seconded to adopt the Bylaws and Communication Plan as amended. The motion passed.

## **8. Regulations Committee**

On behalf of the Regulations Committee, Mr. Smerken presented suggested amendments.

Motion: It was moved and seconded to adopt Regulations 204 and 213 as amended. The motion passed.

## **9. Vote on Executive Session Discussion**

On behalf of the Applications Committee, Judge Lewis presented the following applications for certification. Members of the Applications Committee abstained. Judge Ferguson Brown abstained from all applications votes.

Motion: It was moved and seconded to conditionally approve Charlotte Aborah's application for certification, conditioned on successful completion of the UW program, with transferable skills in social services and healthcare. The motion passed.

Motion: It was moved and seconded to deny Heather Chase's application for certification for lack of requisite years' experience. Ms. Malpass and Dr. Sanders opposed. The motion passed.

Motion: It was moved and seconded to approve Travis Frazelle's application for certification, with transferable skills in social services. The motion passed.

Motion: It was moved and seconded to approve Matthew Key's application for certification, with transferable skills in legal. The motion passed.

Motion: It was moved and seconded to approve Emily McCarty's application for certification, with transferable skills in social services. The motion passed.

Motion: It was moved and seconded to conditionally approve Breann Moon's application for certification, conditioned on successful completion of the UW program, with transferable skills in social services. The motion passed.

Motion: It was moved and seconded to conditionally approve Autumn Neff's application for certification, conditioned on successful completion of the UW program, with transferable skills in financial. Ms. Clark abstained. The motion passed.

Motion: It was moved and seconded to deny Danielle Rodenberger's application for certification for lack of requisite years' experience. Ms. Malpass opposed. The motion passed.

Motion: It was moved and seconded to advise Madeleine Hudson to follow the standard procedure for recertification. The motion passed.

On Behalf of the Appeals Panel, Mr. Reeves presented the following appeal.

Motion: It was moved and seconded to overturn the denial of Zoyda Whigh's application for certification and conditionally approve her application, conditioned on the successful completion of the UW program, with transferrable skills in financial, legal, social services, and healthcare. Mr. Smerken, Ms. Starrfield and Ms. Clark opposed. The motion passed.

On behalf of the Standards of Practice Committee, Judge Blinn presented the following grievances for Board action. Members of the Standards of Practice Committee abstained.

Motion: It was moved and seconded to dismiss grievance 2023-038 as incomplete. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-039 to Superior Court. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-040 to Superior Court. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-041 to Superior Court. Judge Lewis abstained. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-042 to Superior Court. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-043 to Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2023-044 for no jurisdiction. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-045 to Superior Court. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-046 to Superior Court. The motion passed.

Motion: It was moved and seconded to forward grievance 2023-047 to Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2023-048 as incomplete. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2022-022 based on findings received from Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievances 2022-048 and 2022-062 based on findings received from Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2023-004 based on findings received from Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2023-019 based on findings received from Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2023-028 based on findings received from Superior Court. The motion passed.

Motion: It was moved and seconded to dismiss grievances 2022-070 and 2022-072 for no actionable conduct. The motion passed.

Motion: It was moved and seconded to dismiss grievance 2023-021 for no actionable conduct. The motion passed.

## 10. Wrap Up/Adjourn

Judge Kiesel thanked the Board for their time together. Judge Lewis thanked Judge Kiesel and Ms. Malpass for their service. Judge Blinn noted that Judge Kiesel led during a difficult transition. With no other business to discuss, the September 11, 2023 CPGC Board meeting was adjourned at 9:02 a.m. The next Board meeting will take place via Zoom (TBD) on October 9, 2023 beginning at 9:00 a.m.

### Recap of Motions:

MOTION SUMMARY		STATUS
Motion:	It was moved and seconded to approve the June 12, 2023 minutes as amended.	Passed
Motion:	It was moved and seconded to approve the July 10, 2023 minutes.	Passed
Motion:	It was moved and seconded to approve the August 14, 2023 minutes.	Passed
Motion:	It was moved and seconded to adopt the bylaws and communication plan as amended.	Passed
Motion:	It was moved and seconded to adopt Regulations 204 and 213 as amended.	Passed
Motion:	It was moved and seconded to conditionally approve Charlotte Aborah's application for certification, conditioned on successful completion of UW program.	Passed
Motion:	It was moved and seconded to deny Heather Chase's application for certification for lack of requisite years' experience.	Passed
Motion:	It was moved and seconded to approve Travis Frazelle's application for certification.	Passed
Motion:	It was moved and seconded to approve Matthew Key's application for certification.	Passed
Motion:	It was moved and seconded to approve Emily McCarty's application for certification.	Passed
Motion:	It was moved and seconded to conditionally approve Breann Moon's application for certification, conditioned on successful completion of UW program.	Passed
Motion:	It was moved and seconded to conditionally approve Autumn Neff's application for certification, conditioned on successful completion of UW program.	Passed
Motion:	It was moved and seconded to deny Danielle Rodenberger's application for certification for lack of requisite years' experience.	Passed
Motion:	It was moved and seconded to advise Madeleine Hudson to follow the standard procedure for recertification.	Passed
Motion:	It was moved and seconded to overturn the denial of Zoyda Whigh's application for certification and conditionally approve her application, conditioned on successful completion of UW program.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-038 as incomplete.	Passed

Motion:	It was moved and seconded to forward grievance 2023-039 to Superior Court.	Passed
Motion:	It was moved and seconded to forward grievance 2023-040 to Superior Court.	Passed
Motion:	It was moved and seconded to forward grievance 2023-041 to Superior Court.	Passed
Motion:	It was moved and seconded to forward grievance 2023-042 to Superior Court.	Passed
Motion:	It was moved and seconded to forward grievance 2023-043 to Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-044 for no jurisdiction.	Passed
Motion:	It was moved and seconded to forward grievance 2023-045 to Superior Court.	Passed
Motion:	It was moved and seconded to forward grievance 2023-046 to Superior Court.	Passed
Motion:	It was moved and seconded to forward grievance 2023-047 to Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-048 as incomplete.	Passed
Motion:	It was moved and seconded to dismiss grievance 2022-022 based on findings received from Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievances 2022-048 and 2022-062 based on findings received from Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-004 based on findings received from Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-019 based on findings received from Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-028 based on findings received from Superior Court.	Passed
Motion:	It was moved and seconded to dismiss grievances 2022-070 and 2022-072 for no actionable conduct.	Passed
Motion:	It was moved and seconded to dismiss grievance 2023-021 for no actionable conduct.	Passed

**Guests:**

Eric Peterson, AAG  
Samantha Hellwig, AAG  
Chris Stanley, AOC  
Katlyn Balsam  
Deborah Jameson  
Denise Meador

Brenda Morales  
Karen Newland, Puget Sound Guardians  
Heather Sutor  
Sarah Tremblay  
Glenda Voller