

Meeting Minutes
September 11, 2023



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

Grievance Review
September, 2023

**Certified Professional Guardian and Conservator
Grievance Status
September, 2023**

New Grievances Received in September 2023:	8
2023 Grievances Dismissed by Board on September 11, 2023:	7
2023 Grievances Forwarded to Superior Court on September 11, 2023:	8

Grievances (UGA)	2022	2023
Total Grievances Received:	75	51
Total Grievances Dismissed: No Jurisdiction, Insufficient Grievance	30	14
Total Grievances Forwarded to Superior Court:	39	33
Total Grievances Dismissed Following Court Order:	36	11
Total Grievances Dismissed Following Investigation:	4	1
Total Grievances Open Pending CRC Review:	1	0
Total Grievances Open Pending Investigation:	1	0

Please note that the numbers reported in this section will not necessarily be equal to the total number of grievances received; this is due to the timing of when new grievances are received and in process of review by the Board.

Active CPGCs: 246

Grievances Pre-UGA

Pre-UGA Grievance Status	2021
Grievances Resolved this Month:	2
Total Grievances Requiring Investigation:	2

Resolution of Pre-UGA Grievances	2021
Total Grievances Received by Year	95
Dismissal No Jurisdiction	9
Dismissal No Actionable Conduct	69
Dismissal Insufficient Grievance	7
Dismissal Administrative	1
Advisory Letter	3
Termination – Administrative Decertification	4
Total 2021 Grievances Resolved:	93

Guardians/Conservators or Agencies with Multiple Grievances September 2023

ID	Year Certified	Unresolved Grievances	Year(s) Grievances Received
A	2016	9	2022 (2), 2023 (7)
B	2014	3	2021 (1), 2023 (2)
C	2022	2	2023 (2)
D	2007	4	2023 (4)
E	2011	3	2023 (3)
	TOTAL	21	

Of the 31 currently unresolved grievances, 21 involve 5 Certified Professional Guardians/Conservators or Agencies with 2 or more grievances.