

Meeting Minutes
August 12, 2024



Certified Professional Guardianship and Conservatorship Board

Monday, August 12, 2024

Zoom Meeting

7:30 a.m. – 9:00 a.m.

MEETING MINUTES

Members Present

Judge Robert Lewis, Chair
Judge Grant Blinn
Commissioner Solomon Kim
Dr. K. Penney Sanders
Ms. Camille Minogue
Mr. William Reeves
Mr. Dan Smerken
Ms. Susie Starrfield
Dr. Anita Souza
Ms. Kristina Hammond
Judge Cadine Ferguson-Brown¹
Ms. Lynda Clark

Staff Present

Ms. Stacey Johnson
Ms. Cynthia Kennedy
Ms. Thai Kien
Ms. Kay King
Ms. Collette Mason
Ms. Maureen Roberts
Ms. Rhonda Scott
Ms. Sherri White

Members Absent

Ms. Melanie Maxwell

Guests – See last page

1. Meeting Called to Order

Judge Robert Lewis called the August 12, 2024 Certified Professional Guardianship and Conservatorship (CPGC) Board meeting to order at 7:30 a.m.

2. Welcome, Roll Call & Approval of Minutes

Judge Lewis welcomed all present and called for approval of the minutes.

Motion: Dr. Souza moved to approve the July 8, 2024 minutes as written. Ms. Starrfield seconded. The motion passed.

3. Executive Session (Closed to Public)

4. Reconvene (Open to Public)

¹ Judge Ferguson-Brown joined at 7:36 a.m.

5. Chair's Report

Judge Lewis welcomed Cynthia Kennedy, the new AOC Grievance Investigator. Judge Retsinas has accepted the judicial officer role. The two remaining vacancies include the WSBA and advocate positions.

6. Grievance Report

Ms. Scott presented the July grievance report, which is available in the meeting packet. Last month, the Board received seven (7) new grievances. There are a total of twenty-five (25) unresolved grievances. Currently, there are two hundred fifty-six (256) active CPGCs.

7. Vote on Executive Session Discussion

On behalf of the Application Committee, Ms. Starrfield presented the following applications for Board action:

- Motion: Ms. Starrfield moved to deny George Lin's application for certification for lack of transferable skills. Mr. Smerken seconded. Mr. Reeves opposed, none abstained. The motion carries.
- Motion: Ms. Starrfield moved to deny Tori Livernash's application for certification for lack of transferable skills and decision-making or the use of independent judgement for the benefit of others. Ms. Clark seconded. Mr. Reeves and Judge Robert Lewis opposed, none abstained. The motion carries.
- Motion: Ms. Starrfield moved to deny Danica Swearingen's application for certification for lack of transferable skills and decision-making or the use of independent judgement for the benefit of others. Ms. Clark seconded. Mr. Reeves opposed, none abstained. The motion carries.
- Motion: Ms. Starrfield moved to deny Sara Thompson's application for certification for lack of transferable skills and decision-making or the use of independent judgement for the benefit of others. Ms. Clark seconded. Ms. Minogue opposed, none abstained. The motion carries.

On behalf of the Standards of Practice Committee, Dr. Sanders presented the following grievances for Board action.

- Motion: It was moved and seconded to forward grievance 2024-038 to Superior Court as a complete grievance. Mr. Smerken opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to forward grievance 2024-039 to Superior Court as a complete grievance. Ms. Starrfield seconded. None opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to dismiss grievance 2024-040 for no jurisdiction. Ms. Starrfield seconded. None opposed, none abstained. The motion carries.

- Motion: Dr. Sanders moved to forward grievance 2024-041 to superior court as a complete grievance. Mr. Smerken seconded. None opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to forward grievance 2024-042 to superior court as a complete grievance. Ms. Starrfield seconded. None opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to forward grievance 2024-043 to superior court as a complete grievance. Ms. Starrfield seconded. None opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to commence investigations for grievances 2023-068 and 2023-069. Ms. Starrfield seconded. Mr. Smerken opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to dismiss grievance 2024-012 based on court actions. Mr. Smerken seconded. None opposed; Ms. Minogue abstained. The motion carries.
- Motion: Dr. Sanders moved to dismiss grievance 2023-031 as there is no actionable conduct. Mr. Smerken seconded. None opposed, none abstained. The motion carries.
- Motion: Dr. Sanders moved to dismiss grievance 2024-023 as there is no actionable conduct. Ms. Starrfield seconded. None opposed, none abstained. The motion carries.

8. Education Committee

Ms. Hammond presented the recommended Emerging Issues for the Continuing Education Units (CEU) Reporting Period 2025-2026.

- Motion: Ms. Hammond moved to include Housing, Behavioral Health, Less Restrictive Alternatives to Guardianship and/or Conservatorship, and Protection Order Changes as emerging issues topics for the 2025-2026 period. Mr. Smerken seconded. None opposed, none abstained. The motion carries.

9. Application Committee

Ms. Starrfield introduced a PowerPoint and an accompanying script for creation of a video regarding the CPGC application process, which is available in the materials. This will be posted to the website applications page, as well as having a link on the University of Washington's website.

10. Wrap Up/Adjourn

With no other business to discuss, Judge Lewis adjourned the August 12, 2024 CPGC Board meeting at 8:55 a.m. The next Board meeting will take place via Zoom on September 9, 2024 beginning at 7:30 a.m.

Recap of Motions:

MOTION SUMMARY		STATUS
Motion	It was moved and seconded to approve the July 8, 2024 minutes.	Passed
Motion	Ms. Starrfield moved to deny George Lin's application for certification for lack of transferable skills. Mr. Smerken seconded. Mr. Reeves opposed, none abstained.	Passed
Motion	Ms. Starrfield moved to deny Tori Livernash's application for certification for lack of transferable skills and decision-making or the use of independent judgement for the benefit of others. Ms. Clark seconded. Mr. Reeves, Judge Lewis, Ms. Clark opposed. None abstained.	Passed
Motion	Ms. Starrfield moved to deny Danica Swearingen's application for certification for lack of transferable skills and decision-making or the use of independent judgement for the benefit of others. Ms. Clark seconded. Mr. Reeves opposed, none abstained.	Passed
Motion	Ms. Starrfield moved to deny Sara Thompson's application for certification for lack of transferable skills and decision-making or the use of independent judgement for the benefit of others. Ms. Clark seconded. Ms. Minogue opposed, none abstained.	Passed
Motion	It was moved and seconded to forward grievance 2024-038 to Superior Court as a complete grievance. Mr. Smerken opposed, none abstained.	Passed
Motion	Dr. Sanders moved to forward grievance 2024-039 to Superior Court as a complete grievance. Ms. Starrfield seconded. None opposed, none abstained.	Passed
Motion	Dr. Sanders moved to dismiss grievance 2024-040 for no jurisdiction. Ms. Starrfield seconded. None opposed, none abstained.	Passed
Motion	Dr. Sanders moved to forward grievance 2024-041 to superior court as a complete grievance. Mr. Smerken seconded. None opposed, none abstained.	Passed
Motion	Dr. Sanders moved to forward grievance 2024-042 to superior court as a complete grievance. Ms. Starrfield seconded. None opposed, none abstained.	Passed
Motion	Dr. Sanders moved to forward grievance 2024-043 to superior court as a complete grievance. Ms. Starrfield seconded. None opposed, none abstained.	Passed

Motion	Dr. Sanders moved to commence investigations for grievances 2023-068 and 069. Ms. Starrfield seconded. Mr. Smerken opposed, none abstained.	Passed
Motion	Dr. Sanders moved to dismiss grievance 2024-012 based on court actions. Mr. Smerken seconded. None opposed; Ms. Minogue abstained.	Passed
Motion	Dr. Sanders moved to dismiss grievance 2023-031 as there is no actionable conduct. Mr. Smerken seconded. None opposed, none abstained.	Passed
Motion	Dr. Sanders moved to dismiss grievance 2024-023 as there is no actionable conduct. Ms. Starrfield seconded. None opposed, none abstained.	Passed
Motion	Ms. Hammond moved to include Housing, Behavioral Health, Less Restrictive Alternatives to Guardianship and/or Conservatorship, and Protection Order Changes as emerging issues topics for the 2025-2026 period. Mr. Smerken seconded. None opposed, none abstained.	Passed

Guests:

Samantha Hellwig, general counsel, AAG
Karen Newland, Puget Sound Guardians

Deborah Jameson

Grievance Report
August 2024

Certified Professional Guardian and Conservator
Grievance Status
August 2024

Activity during August 2024	
New Grievances Received in August 2024:	5
Grievances Dismissed by Board:	6
Grievances Forwarded to Superior Court:	5
Grievances Determined for Investigation:	3

Grievances (UGA)	2022	2023	2024
Total Grievances Received	75	69	47
Dismissed: No Jurisdiction, Insufficient Grievance	30	22	16
Forwarded to Superior Court	45	47	28
Dismissed Following Court Review	39	37	9
Dismissed Following Investigation	5	7	3
Open Pending Investigation, CRC Review or Other Disciplinary Process	1	2	3

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: 260

Grievances Pre-UGA

Pre-UGA Grievance Status	2021
Grievances Resolved this Month:	0
Total Grievances Requiring Investigation:	1

Resolution of Pre-UGA Grievances	2021
Total Grievances Received by Year	95
Dismissal No Jurisdiction	9
Dismissal No Actionable Conduct	70
Dismissal Insufficient Grievance	7
Dismissal Administrative	1
Advisory Letter	3
Termination – Administrative Decertification	4
Total 2021 Grievances Resolved:	94

Guardians and Conservators, or Agencies with Multiple Open Grievances

ID	Year Certified	2024	2023	Total OPEN
A	2009	4	0	4
B	2012	1	2	3
C	2016	2	0	2
D	2017	2	0	2
				11

At the time of this report, 11 of the 24 unresolved grievances involve 4 Certified Professional Guardians/Conservators or Agencies with two or more grievances.