

Meeting Minutes

January 13, 2025



Certified Professional Guardianship and Conservatorship Board

Monday, January 13, 2025

9:00 a.m. – 1:00 p.m.

MEETING MINUTES

Members Present

Commissioner Soloman Kim, Vice Chair
Judge Nancy Retsinas
Judge Jeremy Schmidt
Ms. Iris Kingston
Dr. K. Penney Sanders
Mr. Daniel Smerken
Dr. Anita Souza
Ms. Suzanne Thompson-Wininger¹

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

Judge Cadine Ferguson-Brown, Chair
Commissioner Lynn Fleischbein
Ms. Kristina Hammond

Jack Vogel
Ms. Camille Minogue

1. Meeting Called to Order

Commissioner Kim called the January 13, 2025 Certified Professional Guardianship and Conservatorship (CPGC) Board meeting to order at 9:00 a.m.

2. Welcome, Roll Call & Approval of Minutes

Commissioner Kim welcomed all present and then called for approval of the minutes.

Motion: Judge Retsinas moved to approve the December 9, 2024 minutes as written. Judge Schmidt seconded. 7in favor. The motion carries.

3. Chair's Report

Commissioner Kim announced that the Board received a letter from Washington Association of Professional Guardians (WAPG) regarding the UW education advisory board and sent it forward to Ms. Meaghan Hurley, the UW Certificate Program representative. He advised that interested parties reach out directly to the UW program.

4. Public Comment Period

Chris Niel spoke as new president of Washington Association of Professional Guardians (WAPG). Mr. Niel stated he appreciates the space for public comment. He expressed interest in having WAPG members on the education advisory board.

Deborah Jameson reminded the board of the importance of reconvening to public meeting at the time communicated, in the spirit of the Open Public Meetings Act. She supports the proposed change to Regulation 205.1, stating that it removes financial barriers to trainings,

¹ Ms. Thompson-Wininger joined at 9:30 am.

increases access to training for remote CPGCs, and lowers administrative cost. She recommends eliminating the CEU application fee.

5. Grievance Report

Ms. Scott presented the December grievance report, which is available in the meeting packet. The board received thirteen (13) new grievances in December. Ten grievances were forwarded to Superior Court. There are a total of forty-one unresolved grievances. Currently, there are two hundred fifty-seven (257) active CPGCs.

6. Regulations Committee

Mr. Smerken announced that two proposed amendments are still in the works. The committee received comments for both pending changes and would like to discuss the public's feedback during the next regular committee meeting before the Board considers adoption.

7. Education Committee

The Education Committee discussed proposed changes to Regulation 205.1. Two comments were received in support of the proposed changes. The Education Committee recommends the Board approve the proposed changes to Regulation 205.1.

Motion: Mr. Smerken moved to approve the proposed amendments to Regulation 205.1. Dr. Souza seconded. 8 in favor. The motion carries.

8. Executive Session (Closed to Public)

9. Reconvene (Open to Public)

The meeting reconvened at 11:40 am.

10. Vote on Executive Session Discussion

On behalf of the Application Committee, Judge Schmidt presented the following applications for Board action:

Motion: Mr. Smerken moved to approve Alexia Juarez's application for certification with transferable skills in social services, and legal. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to approve David Musselman's application for certification with transferable skills in healthcare and social services. Dr. Sanders seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to approve Tara Venckus' application for certification with transferable skills in social services and healthcare; conditioned on the successful completion of the UW training program. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

Motion: Dr. Sanders moved to reconsider the initial denial and approve George Lin's application for certification with transferable skills in legal services; conditioned on the successful completion of the UW training program. Mr. Smerken seconded. 7 in favor. Dr. Sanders opposed. The motion carries.

Motion: Mr. Smerken moved to reconsider the initial denial and approve Tory Livernash's application for certification with transferable skills in social services and healthcare. Dr. Sanders seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to reconsider the initial denial and approve Sara Thompson's application for certification with transferable skills in social services, financial, and legal; conditioned on the successful completion of the UW training program. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

On behalf of the Standards of Practice Committee, Comm. Kim presented the following grievances for Board action:

Motion: Dr. Souza moved to refer grievance 2024-074 to the Conflict Review Committee. Ms. Thompson-Wininger seconded. 3 in favor, 4 opposed, Ms. Kingston recused. The motion fails.

Motion: Mr. Smerken moves to refer grievance 2024-075 to superior court. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to investigate grievance 2024-076. Ms. Thompson-Wininger seconded. 7 in favor. Judge Retsinas recused. The motion carries.

Motion: Mr. Smerken moved to refer grievance 2024-078 to superior court. Dr. Souza seconded. 8 in favor. None opposed. The motion carries.

Motion: Dr. Sanders moved to refer grievance 2024-079 to superior court. Mr. Smerken seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to refer grievance 2024-080 to superior court. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to investigate grievance 2025-001 with notice to the Superior Court. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

Motion: Dr. Sanders moved to dismiss grievance 2024-035 following court review. Mr. Smerken seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to dismiss grievance 2024-039 following court review. Dr. Sanders seconded. 7 in favor. None opposed. Judge Retsinas recused. The motion carries.

Motion: Mr. Smerken moved to dismiss grievance 2024-041 following court review. Ms. Suzanne Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.

Motion: Mr. Smerken moved to dismiss grievance 2024-052 following court review. Dr. Sanders seconded. 6 in favor. None opposed. Ms. Thompson-Wininger and Judge Retsinas recused. The motion carries.

Noted for the record that 2024-077 and 2024-081 have been dismissed for no jurisdiction.

11. Wrap Up/Adjourn

Comm. Kim expressed his appreciation for the members of the Board. With no other business to discuss, Comm. Kim adjourned the January 13, 2025 CPGC Board meeting at 12:09 p.m. The next Board meeting will take place via Zoom on February 10, 2025, beginning at 7:30 a.m.

Recap of Motions:

MOTION SUMMARY		STATUS
Motion	Judge Retsinas moved to approve the December 9, 2024 minutes as written. Judge Schmidt seconded. 7 in favor.	Passed
Motion	Mr. Smerken moved to approve the proposed changes to Regulation 205.1. Dr. Souza seconded. 8 in favor.	Passed
Motion	Mr. Smerken moved to approve Alexia Juarez's application for certification with transferable skills in social services, and legal. Ms. Thompson-Wininger seconded. 8 in favor. None opposed.	Passed
Motion	Judge Schmidt moved to approve David Musselman's application for certification with transferable skills in healthcare, and social services. Dr. Sanders seconded. 8 in favor. None opposed.	Passed
Motion	Mr. Smerken moved to approve Tara Venckus application for certification with transferable skills in social services and healthcare; conditioned on the successful completion of the UW training program. Mr. Smerken seconded. 8 in favor. None opposed.	Passed
Motion	Judge Schmidt moved to reconsider the initial denial and approve George Lin's application for certification with transferable skills in legal services; conditioned on the successful completion of the UW training program. Mr. Smerken seconded. 7 in favor. Dr. Sanders opposed.	Passed
Motion	Mr. Smerken moved to reconsider the initial denial and approve Tory Livernash's application for certification with transferable skills in social services and healthcare. Dr. Sanders seconded. 8 in favor. None opposed.	Passed
Motion	Mr. Smerken moved to reconsider the initial denial and approve Sara Thompson's application for certification with transferable skills in social services, financial, and legal; conditioned on the successful completion of the UW training program. Ms. Thompson-Wininger seconded. 8 in favor. None opposed.	Passed
Motion	Dr. Souza moved to refer grievance 2024-074 to Conflict Review Committee. Ms. Thompson-Wininger seconded. 2 in favor, 4 opposed, Ms. Kingston recused.	Failed
Motion	Mr. Smerken moves to refer grievance 2024-075 to superior court. Ms. Thompson-Wininger seconded. 8 in favor. None opposed. The motion carries.	Passed
Motion	Mr. Smerken moved to investigate grievance 2024-076. Ms. Thompson-Wininger seconded. 7 in favor. Judge Retsinas recused.	Passed
Motion	Mr. Smerken moved to refer grievance 2024-078 to superior court. Dr. Souza seconded. 8 in favor. None opposed. The motion carries.	Passed
Motion	Dr. Sanders moved to refer grievance 2024-079 to superior court. Mr. Smerken seconded. 8 in favor. None opposed.	Passed

Motion	Mr. Smerken moved to refer grievance 2024-080 to superior court. Ms. Thompson-Wininger seconded. 8 in favor. None opposed.	Passed
Motion	Mr. Smerken moved to investigate grievance 2025-001 with notice to the Superior Court. Ms. Thompson-Wininger seconded. 8 in favor. None opposed.	Passed
Motion	Dr. Sanders moved to dismiss grievance 2024-035 following court review. Mr. Smerken seconded. 8 in favor. None opposed.	Passed
Motion	Mr. Smerken moved to dismiss grievance 2024-039 following court review. Dr. Sanders seconded. 7 in favor. None opposed. Judge Retsinas recused.	Passed
Motion	Mr. Smerken moved to dismiss grievance 2024-041 following court review. Ms. Thompson-Wininger seconded. 8 in favor. None opposed.	Passed
Motion	Mr. Smerken moved to dismiss grievance 2024-052 following court review. Dr. Sanders seconded. 6 in favor. None opposed. Ms. Thompson-Wininger and Judge Retsinas recused.	Passed

Guests:

Samantha Hellwig, general counsel (AAG)	Dan Jackson
Lisa Petersen (AAG)	Deborah Jameson
Katlyn Balsam	Chris Neil
Byron Cotton	Karen Newland
Brenda Morales	Tomiko Suhara
Nancy Moriarty	

Grievance Review

January, 2025

Certified Professional Guardian and Conservator
Grievance Status
January 2025

Activity during January 2025	
New Grievances Received in January 2025:	7
Grievances Dismissed by Board:	6
Grievances Forwarded to Superior Court:	4
Grievances Determined for Investigation:	2

Grievance Resolutions (UGA)	2022	2023	2024	2025
Total Grievances Received	75	69	81	7
Dismissed:	30	22	23	2
No Jurisdiction	13	8	13	2
Insufficient Grievance	17	14	10	0
Forwarded to Superior Court	45	47	54	1
Dismissed Following Court Review	39	38	21	0
Dismissed Following Investigation	5	7	4	0
Open Pending Investigation, CRC Review or Other Disciplinary Process	1	2	5	1

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: 256

Grievances Pre-UGA

Pre-UGA Grievance Status	2021
Total Grievances Pending Investigation Resolution:	1

Guardians and Conservators, or Agencies with Multiple Open Grievances

ID	Year Certified	2021	2023	2024	2025	Total OPEN
A	2015	0	0	2	0	2
B	2002	1	0	1	0	2
C	2004	0	0	2	0	2
D	2009	0	0	2	2	4
E	2011	0	0	3	0	3
F	2012	0	2	2	0	4
G	2014	0	0	1	1	2
H	2015	0	0	2	1	3
I	2016	0	0	2	0	2
J	2016	0	0	2	0	2
K	2017	0	0	6	0	6
L	2022	0	0	2	0	2
						34

At the time of this report, 34 of the 37 unresolved grievances involve 12 Certified Professional Guardians/Conservators or Agencies with two or more grievances.