

---

# Colorado Office of Public Guardianship

**Director**, Sophia M. Alvarez

**Commissioners**

Kelsey Lesco, Chair  
Karen Kelley, Vice-Chair  
Deb Bennett-Woods  
Marco Chayet  
Alison Zinn



1300 Broadway  
Denver, CO 80203

(303) 606-2500  
Info@Colorado-opg.org

---

## **PUBLIC MEETING** **September 21, 2020**

### **RECORD OF PROCEEDINGS**

---

#### **CONVENE**

The Special Meeting of the Colorado Office of Public Guardianship Commission was convened pursuant to Commission By-Law 4.1 by telephone conference.

A quorum of the Commission was present.

#### **Commission Members Present**

Kelsey Lesco, Chair  
Karen Kelley, Vice-Chair  
Deb Bennett-Woods  
Marco Chayet  
Alison Zinn

#### **Others Present**

America Paz Pastrana, Office of Public Guardian  
Debbie Enck, Office of the Attorney General

#### **Public Attendance**

There were no members of the public present.

All participated by telephone.

## **AGENDA ITEMS**

### **I. Call to Order**

The meeting was called to order by Chair Lesco at 10:03 a.m.

### **II. Consideration of Amendment to By-Laws**

#### **a. Commission Duties**

AG Enck requested that the Commission discuss their role as it relates to the Office, particularly when they will act in an advisory capacity and when they will act in a decision-making capacity. Commissioners requested legal advice regarding the scope of the Commission's authority to act and determined to discuss this issue in Executive Session.

#### **b. Frequency and Format of Meetings and Notices**

Chair Lesco requested discussion on reducing the frequency of meetings of the Commission to bimonthly. After discussion, the Commission determined that meetings should continue monthly while the Office is still finalizing processes. Chair Lesco and AG Enck advised that meeting Notices & Agendas would seek to clarify what role the Commission is taking on each agenda item pursuant to any decisions related to item II.a, above.

### **III. Interim Evaluation of the Executive Director**

Chair Lesco stated that the Commission would be providing Director Alvarez her Interim Evaluation at the September 23, 2020 regular meeting. After discussion, the Commission determined that a confidential personnel action discussion should occur in Executive Session in preparation for presenting the evaluation to Director Alvarez.

### **IV. Discussion of Public Comment Policy**

AG Enck requested that the Commission discuss recently received public comments regarding the Public Comment Policy, particularly the suggestion that public comment should take place after each agenda item. After discussion, the Commission determined that it did not need legal advice in Executive Session on this matter. The Commission took no action to amend the Public Comment Policy.

**V. Discussion of Responses to CORA Requests**

AG Enck noted that the Commission has received multiple CORA requests in the past several months and requested discussion regarding the process for responding to such requests. After discussion, the Commission determined that legal advice was required to ensure CORA compliance, so this matter should be discussed in Executive Session.

At 10:27 a.m., at the request of Chair Lesco, Commissioner Bennett-Woods **moved** to enter into executive session to receive legal advice on agenda items II, III, and V, as described above. Commissioner Chayet **seconded** the motion. The motion **passed** unanimously.

**Executive Session was held for the Commission to receive legal advice pursuant to § 24-6-402(3)(a)(II), C.R.S.**

**Executive Session was recorded in compliance with § 24-6-402(2) (d.5)(I)(a), C.R.S.**

At 11:53 a.m., the Commission returned to open session.

**VI. Public Comment**

There was no public comment.

**VII. Adjourn**

Commissioner Zinn **moved** to adjourn the meeting. Commissioner Bennett-Woods **seconded** the motion. Motion **passed** unanimously. Meeting adjourned at 11:55 a.m.

**ATTESTATION**

As Commission Chair and Commission Vice-Chair, we attest that these minutes of the open public meeting of the Colorado Office of Public Guardianship Commission substantially reflect the substance of the discussion and action taken related to the matters under the authority of the Commission.

  
\_\_\_\_\_  
Kelsey Lesco, Chair

12.04.2020  
Date

  
\_\_\_\_\_  
Karen Kelley, Vice-Chair

12.04.2020  
Date