
Colorado Office of Public Guardianship

Director, Sophia M. Alvarez

Commissioners

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



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PUBLIC MEETING

December 15, 2020

RECORD OF PROCEEDINGS

CONVENE

The meeting of the Colorado Office of Public Guardianship Commission was convened by telephone conference at 10:03 AM by Commission Chair Kelsey Lesco.

A quorum of the Commission was present.

Commission Members Present

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

OPG Director

Sophia M. Alvarez

Others Present

Jacquelyn Beal, Office of Public Guardianship
Rhonda Sanchez, Office of Public Guardianship
Camille Price, Office of Public Guardianship
Erin McGavin, Office of Public Guardianship
America Paz Pastrana, Office of Public Guardian
Debbie Enck, Office of the Attorney General
Mike Henthorn, Judicial Budget Office

Public Attendance

Ann McKenzie, Silver Key Senior Services

Maureen Welch

Jim Tatten

Hanni Raley, Arc of Aurora

All participated by telephone.

AGENDA ITEMS

I. Call to Order

The meeting was called to order. Assistant Attorney General (AAG) Enck indicated that the meeting is being recorded.

II. Approval of the October 28, 2020 Meeting Minutes

Chair Lesco calls for amendments to the October 28, 2020 draft meeting minutes. There were none. Commissioner Bennett-Woods **moves** to approve the October 28, 2020 Meeting Minutes as presented. Commissioner Chayet **seconded** the motion. Motion **passed** unanimously.

III. Director Report (Sophia M. Alvarez)

- a. Chair Lesco requested to have the Director Report agenda item before the Chair Report so that Mike Henthorn can provide information about the Budget and FY 22 Budget Request.

Director Alvarez's 12.15.2020 Director Report was distributed electronically along with other materials and discussed. Additional items discussed included, but were not limited to:

- A. Director Alvarez informed there were no other updates to the submitted budget request for approval.
- B. Director Alvarez informed that at the 12.08.2020 Judicial Budget Committee, (JBC), hearing there were no questions for OPG and that she will be presenting to the JBC on 12.17.2020 between 2:00 PM and 5:00 PM.
Chair Lesco requested that Mike Henthorn give a high-level overview of the FY22 Budget Request.

Budget Summary by Mike Henthorn

- A. Mr. Henthorn informed that this year's budget is very basic as it is a continuation of the budget of the previous year.
- B. Mr. Henthorn discussed page 5, section D of the provided budget. Mr. Henthorn stated that there were no major requests to add, except for the common policy adjustments such as salary increases and for PERA and health and dental insurance benefits.
- C. Mr. Henthorn stated that the \$738,278 budget was all cash funded with court fees. Mr. Henthorn stated that nothing is being added nor taking out.
- D. Chair Lesco inquired as to the procedure to follow if the court fees do not cover OPG's expenses. Mr. Henthorn informed that there is a fine balance if court fees decrease that OPG can rely on temporarily and will have to go to the general assembly to address if needed.
- E. Chair Lesco asked if there were any other questions. There were none. Chair Lesco asked the public to email her or Director Alvarez if they have any questions and they will pass them to Mr. Henthorn to answer.
- F. Chair Lesco asked if there were any questions or comments regarding the OSA Annual Financial Audit Management Representation Letter and the Budget Request. There were none.
 - i. Commissioner Chayet **moved** to approve OSA Annual Financial Audit Management Representation Letter. Commissioner Bennett-Woods **seconded**. Motion **passed** unanimously.
 - ii. Commissioner Bennett-Woods **moved** to approve Budget Request. Commissioner Chayet **seconded**. Motion **passed** unanimously.

Director Report Continued

- A. Director Alvarez informed that a CAPS check was completed on all guardians and they were all approved for continued employment by the OPG.
- B. Director Alvarez gave a brief summary of the submitted referrals and current clients. Commissioner Bennett-Woods requested that the referral information be reported differently.

IV. Chair Report (Kelsey Lesco)

- A. Chair Lesco informed that a CAPS check was completed on Director Alvarez and she was cleared to continue to function as OPG Executive Director.
- B. Chair Lesco announced that Vice-Chair Kelley resigned from the OPG Commission due to a personal issue. Chair Lesco further informed that there are three options to fill Vice-Chair's place. One is for Chair Lesco to stay for a period of time until a new Chair is selected. The second is for Chair Lesco to

continue to function as Chair for another year. The third is that another Commissioner could be Chair. AAG Enck informed there is no problem with having the Vice-Chair position open temporarily.

- i. Commissioner Chayet **moved** to nominate Chair Lesco to continue for one more year as chair. Commissioner Bennett-Woods **seconded** motion. The motion **passed** unanimously.
- C. Chair Lesco advised that a decision must be reached on Vice-Chair at the next Commission Meeting in January.
- D. Chair Lesco advised she sent a draft of the Oversight Role the Commission for review and is open for feedback. This document will be discussed at the next Commission meeting in January.

V. Public Guardian Case Presentation

Camille Price, Public Guardian, gave a brief summary of how her work impacted the life of one of her clients and how he is living today. Director Alvarez informed that this was OPG's first case and one of the more complex.

VI. Follow-Up Discussion of Interim Evaluation of the Executive Director

Chair Lesco informed that a separate meeting will be scheduled to discuss this item, because Commissioner Chayet had to leave the current meeting, leaving the Commission without a sufficient quorum for entering executive session.

VII. Public Comment

- A. Ann McKenzie from Silver Key inquired as to when OPG is expected to be extended throughout the State and applauded OPG for their work.
- B. Chair Lesco informed that OPG is a pilot program for Denver and once the report of data collected is submitted to the assembly at the end of provided period of time, the determination to expand Statewide will be made by the General Assembly.
- C. Director Alvarez informed that she hired a Ph.D. graduate student to conduct research to assess the need across the State and asked for suggestions as to data gathering.
- D. Ms. McKenzie inquired as to the Stakeholder Advisory Panel and how to take part.

- E. Director Alvarez informed that within the next few months the application will be available for those who want to be part of the Stakeholder Advisory Panel.
- F. Maureen Welch requested that the Stakeholder Advisory Panel include individuals, family and friends of people with disabilities.
- G. Chair Lesco inquired about additional questions. There were none.

VIII. Adjourn

Commissioner Zinn **moved** to adjourn the meeting. Commissioner Bennett-Woods **seconded** the motion. Motion **passed** unanimously. Meeting adjourned at 11:16 a.m.

There was no discussion regarding this item.

ATTESTATION

As Commission Chair, I 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

Date