
Colorado Office of Public Guardianship

Director, Sophia M. Alvarez

Board Members

Brandon Fields, Chair
Aisha Young, Vice-Chair
Stephanie Garcia
Patrick Thiessen
Chandra Matthews
Roseanne Collison
Chelsea Zigler



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PUBLIC MEETING **July 23, 2025** **RECORD OF PROCEEDINGS**

CONVENE

The meeting of the Colorado Office of Public Guardianship Board of Directors was convened by Zoom video conference at 10:01 a.m. by Chair Brandon Fields. A quorum of the Board was present.

Board Members Present

Brandon Fields, Chair
Aisha Young, Vice Chair
Roseanne Collison, Member
Stephanie Garcia, Member
Chandra Matthews, Member
Patrick Thiessen, Member
Chelsea Ziegler, Member
Aisha Young, Vice Chair

Office of Public Guardianship

Sophia M. Alvarez, Executive Director
Janelle Cantu, Deputy Director
Nicholas Piezonka, Staff Assistant
Kimberly Baker, Guardian
Brenda Burns, Guardian
Tristan Koeborg, Guardian
Sarah Stone, Guardian
Cara Greek, Employer's Council (HR)

Office of the Attorney General

Kirsten Grooms, Assistant Attorney General
Robert Finke, Attorney General

Public Attendees

No members of the public were present.

AGENDA ITEMS

- I. Call to Order
 - a. The meeting was called to order at 10:01 a.m. The meeting was recorded.
- II. Approval of the June 25, 2025 Meeting Minutes
 - a. Chair Fields asked for comments for the June 25, 2025 meeting minutes. The board had no comments.
 - b. Board member Collison moved to approve the June 25, 2025 meeting minutes as presented. Board member Thiessen seconded the motion. The motion passed unanimously.
- III. Chair Report (Brandon Fields)
 - a. No chair report this month
- IV. Director's Report (Sophia M. Alvarez)
 - a. Welcome to the three new guardians. Each gave a brief introduction.
 - i. Brenda Burns, 7th Judicial District
 - ii. Tristan Koberg, 2nd Judicial District/CMHI
 - iii. Sarah Stone, 2nd Judicial District
 - b. The Director's Report was distributed electronically along with other materials discussed.
 - i. Attachment 1. COPG Monthly Budget Summary as of 07.11.2025.
 - ii. Attachment 2. Board Bylaws Article III. Board Chair and Vice Chair.
 - c. ED Alvarez reported the following:
 - i. Cara Greek of Employer's Council and ED have finalized postings for the new positions and will be posting this week.
 - ii. Three Requests for Proposal (RFP) for permanent office space have been approved by ED.
 - d. There were no Board member questions regarding the director's report or attachments.
- V. Public Comment
 - a. Chair Fields asked for public comments. No members of the public were present.
- VI. Board Comment
 - a. Board member Roseanne welcomed new guardians. Chair Fields also wished to welcome the new guardians.
- VII. Discussion of Board and Vice Chair.
 - a. Chair Fields asked for members interested in the Chair position. No member had available time. Several indicated that they would be interested in future years.
 - b. Chair Fields was asked by several board members if he would be interested in remaining Chair for another year. Chair Fields agreed.
 - c. Vice Chair Young indicated she will remain Vice Chair for another year.
 - d. Chair Fields ask for motion to keep the current Chair and Vice Chair for another year. Board member Garcia motioned and Board member Thiessen seconded. Motion was passed unanimously.
- VIII. Discussion Executive Director Performance Evaluation
 - a. Chair Fields asked for motion to table this discussion. Motion made by Board member Thiessen and Seconded by Board member Matthews. Motion passed unanimously.
- IX. Discussion of Critical Incident Reporting

- a. Specifically, the matters referred to Executive Session and Discussion of Critical Incident Reporting.
 - b. Chair Fields asked for a motion to enter executive session at 10:16 a.m.
 - c. Board member Garcia moved to initiate executive session. Board member Collison seconded the motion. Motion passed unanimously with at least two-thirds of the membership present.
 - d. The Board exited open session and entered executive session on a separate line at 10:20 a.m.
- X. Legal Discussion Regarding Personnel Matters
- a. Specifically, the matters referred to Executive Session and Discussion of Personnel Matters.
 - b. At 11:32 a.m. the Board returned to open session.
- XI. Adjourn
- a. Vice-Chair Young moved to adjourn the meeting. Board member Garcia seconded the motion. The motion passed unanimously. The meeting adjourned at 11:34 a.m.

ATTESTATION

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



Brandon Fields, Chair

8/27/2025

Date



Aisha Young, Vice-Chair

8/27/2025

Date