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# Colorado Office of Public Guardianship

**Director,** Sophia M. Alvarez

**Commissioners**

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



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Suite 300  
Denver, CO 80210  
(720) 552-5215  
Info@Colorado-OPG.org

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## NOTICE OF MEETING

**Date/Time:** May 28, 2025, 10:00 AM to Noon

**Location:** Attendance at this meeting is by Zoom only. *Please MUTE yourself when not making comments*

*By Zoom. Please MUTE yourself when not making comments*

Meetings will be recorded, and recordings will be posted on the Colorado OPG website.

### Join Zoom Meeting

<https://zoom.us/j/93435341919?pwd=Y29JZDEwaVBCY3ZSRjVwTTdFUmdDdz09>

Meeting ID: 934 3534 1919

Passcode: 532955n

One tap mobile

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Meeting ID: 934 3534 1919

Passcode: 532955

Find your local number: <https://zoom.us/u/akEPfLwr1>

You are hereby notified that the Colorado Office of Public Guardianship Commission will meet at the above-referenced date/time to discuss the below agenda items.

### **Background of the OPG Board of Directors**

Pursuant to § 13-94-104.1(1)(a)I and II, C.R.S. (2023), the Colorado General Assembly created the Office of Public Guardianship Board of Directors and Office within the Judicial Department. The Board is comprised of 7 members. Three members are appointed by the Chief Justice, all of which must be attorneys licensed to practice law in the state of Colorado. Each of these members must reside in a different congressional district, and no more than two members appointed by the Chief Justice may be from the same political party. Four non-attorney members are appointed by the Governor, three of which must have lived experience with a family member who is an at-risk adult or who have expertise and experience in advocating for the at-risk adult population, including advocacy and representation in the areas of aging, mental health, substance use disorders, homelessness, veterans issues, intellectual and developmental disabilities, healthcare, and law enforcement and criminal justice. At least one of those three members must be a person with lived experience with a family member who is an at-risk adult. The fourth non-attorney member must be an individual who has not served directly in an advocacy role for at-risk adults. Each of the members appointed by the Governor must reside in a different congressional district, and no more than three members appointed by the Governor may be from the same political party.

The Board of Directors appointed Sophia M. Alvarez as the COPG Executive Director. The Director serves at the pleasure of the COPG Board of Directors pursuant to § 13-94-104(1)(a)IIA(3)(a), C.R.S. (2023).

### **Contact**

If you have any questions about this Notice of Meeting or require ADA accommodations, please contact the Colorado Office of Public Guardianship (720) 552-5215 as soon as possible.

## Agenda

- I. Call to Order
- II. Approval of the April 23, 2025 Meeting minutes
- III. Chair Report (Chair Brandon Fields)
- IV. Director Report (Sophia M. Alvarez)
  - a. Welcome Matt Rodriguez, 2<sup>nd</sup> JD/Denver Guardian
  - b. Attachment 1. COPG Monthly Budget Summary as of 04.16.2025.
- V. Public Comment
- VI. Board Comment
- VII. Discussion of and Action on Changes to Critical Incident Policy and Reporting Procedure
  - a. Attachment 2. Proposed and Current Critical Incident Policy and Reporting Procedure.
- VIII. Discussion Executive Director Performance Evaluation
  - a. Review of and Action on Proposed Stakeholder Survey Questions
- IX. Discussion of Critical Incident Reporting
  - a. Specifically, the matters referred to Executive Session and Discussion of Critical Incident Reporting
- X. Legal Discussion Regarding Personnel Matters
  - a. Specifically, the matters referred to Executive Session and Discussion of Personnel Matters
- XI. Adjourn

**\*A portion of this meeting is likely to be conducted in Executive Session pursuant to C.R.S. 24-6-402a(2) and (3),** depending upon the votes of the Board in order to protect attorney-client privileged information. Although the Board provides advance notice when an Executive Session is likely to occur, the Board members are entitled to receive attorney-client privileged advice on any matter

noticed on the agenda.

### **Meeting Materials**

All documents and materials, except those subject to any applicable privileges or provisions of confidentiality under federal or state law, reviewed and considered by the Board are or will be available to the public. Copies of the materials will be available on the Colorado OPG website or thereafter upon request:

**<https://colorado-opg.org/about-us/opg-library>**