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# Colorado Office of Public Guardianship

**Director**, Sophia M. Alvarez

**Board Members**

Stephanie Garcia, Chair  
Brandon Fields, Vice-Chair  
Patrick Thiessen  
Jeffrey Bird  
Chandra Matthews  
Aisha Young



3900 East Mexico Avenue  
Suite 300  
Denver, CO 80210  
(720) 552-5215  
Info@Colorado-OPG.org

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## **PUBLIC MEETING** **March 27, 2024** **RECORD OF PROCEEDINGS**

### **CONVENE**

The meeting of the Colorado Office of Public Guardianship Board was convened by video conference via Zoom at 10:04 AM by Board Chair Garcia.

A quorum of the Board was present.

### **Board Members Present**

Chair Stephanie Garcia  
Vice-Chair Brandon Fields  
Patrick Thiessen  
Chandra Matthews  
Aisha Young

### **OPG Director**

Sophia M. Alvarez

### **Others Present**

Janelle Cantu, Deputy Director, Office of Public Guardianship  
Josh Murphy, Staff Attorney, Office of Public Guardianship  
Angela Bullard, Office of Public Guardianship  
Myka Stacks, Office of Public Guardianship  
Kelly May, Office of Public Guardianship  
Mary Olguin, Office of Public Guardianship  
Teresa Esquibel, Office of Public Guardianship  
Rober Finke, General Counsel, Office of the Attorney General  
Kirsten Grooms, General Counsel, Office of the Attorney General

## **Public Attendance**

Jim Tatten

Participation was by video conference.

## **AGENDA ITEMS**

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

The meeting was called to order at 10:00 am. The meeting was recorded.

### **II. Approval of the February 28, 2024 Meeting minutes and March 12, 2024 Special Meeting minutes**

Chair Garcia asked for comments or amendments to the February 28, 2024 Board meeting minutes.

Board Member Matthews **moved** to approve the February 28, 2024 Board meeting minutes as presented. Vice-Chair Fields **seconded** the motion. Motion **passed** unanimously.

Chair Garcia asked for comments or amendments to the March 12, 2024 Board special meeting minutes.

Board Member Thiessen moved to approve the March 12, 2024 Board special meeting minutes as presented. Board member Matthews seconded the motion. Motion passed unanimously.

### **III. Chair Report (Chair Stephanie Garcia)**

#### **a. Discussion of Executive Director Performance Evaluation**

Chair Garcia informed that she was able to review the UGCOPAA fiscal note and it specifically lists out the anticipated cost to the Office of Public Guardianship around \$80,000 a year to add additional Guardians. Chair Garcia further indicated that the overall fiscal bill to the State was reported at 2.6 million and it is going to be heard today, 3.27.2024, in committee, Senate Judiciary at 1:30 pm. Chair Garcia stated that she sent out a copy of the fiscal note to Director Alvarez and asked Director Alvarez to send it out to the Board.

Director Alvarez stated that the costs to the OPG may be larger than \$80,000 but she will send the fiscal note to the Board with the correct numbers.

#### **IV. Director Report (Sophia M. Alvarez)**

##### **a. Introduction of Kelly May, Guardian**

##### **b. Introduction of Myka Stacks, Guardian**

Director Alvarez introduced new 2<sup>nd</sup> Judicial District Guardians Kelly May and Myka Stacks. Kelly May and Myka Stacks provided a brief background about themselves.

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

Director Alvarez provided the following updates:

- Director Alvarez informed that she received the UGCOPAA fiscal note right before the meeting and she will send it to the Board.
- Director Alvarez informed that before the last special meeting she sent an update with some of the amendments regarding UGCOPAA to the board.
- Director Alvarez informed that some of our amendments are in line with Denver City Attorney's Office. Director Alvarez has been working on those amendments with the ARC of Colorado and the Denver City Attorney's Office. Director Alvarez further informed that the ARC of Colorado has accepted most of our amendments.
- Director Alvarez informed that Staff Attorney Josh Murphy has assisted with the amendments and making sure that they make the bill draft.
- Director Alvarez encouraged everyone to listen to the hearing pertaining to the UGCOPAA bill this afternoon.
- Director Alvarez stated that Legislative Liaison Amanda Gall has assisted through the process of introducing amendments to the UGCOPAA bill draft.

#### **V. Public Comment**

- A. Jim Tatten stated that he did not have a comment and provided a brief background about himself.

## **VI. Board Approval of Director Performance Evaluation**

Chair Garcia informed that she and Director Alvarez worked on the Director Performance Evaluation and prepared the draft that was distributed to the Board.

Chair Garcia asked for concerns, edits and/or suggestions to the Director Performance Evaluation and there were none.

Board Member Thiessen moved to approve the Director Performance Evaluation Template as presented. Board member Young seconded the motion. Motion passed unanimously.

- A. Chair Garcia asked Director Alvarez for a timeline. Director Alvarez indicated that she would need a deadline to complete her self-evaluation, then her evaluation goes out to the Board, each Board member completes their own evaluation by a deadline, the Chair compiles the Board members evaluations into one, and Director Alvarez meets with Chair Garcia to discuss the Director Performance Evaluation.
- B. Attorney General Finke informed that a stakeholder survey is completed and gets compiled into the process.
- C. Attorney General Finke stated that he will work with Chair Garcia in preparing the stakeholder survey and it will be sent out to the Board to comment on it.
- D. Attorney General Finke stated that he will work on a list of stakeholders, and his paralegal will send out the survey to them.
- E. Chair Garcia informed that at the end of April the stakeholder survey and Director Alvarez self-evaluation will be collected, the Board will complete their evaluations in May and Chair Garcia will consolidate the evaluation, the Board will go through the evaluation in June's meeting and Chair Garcia will schedule a meeting with Director Alvarez to discuss the evaluation.
- F. Chair Garcia asked the Board to turn in their completed evaluations to Attorney General Finke.

Chair Garcia asked comments or questions and there were none.

## **VII. Discussion of Critical Incident Reporting**

- a. **Specifically, the matters referred to Executive Session and Discussion of Critical Incident Reporting.**

## **VIII. Legal Discussion Regarding Personnel Issues**

- a. **Specifically, the matters referred to Executive Session and Discussion of Personnel Issues**

Chair Garcia asked for motion to enter Executive Session to discuss the remaining items.

Board Member Thiessen moved to initiate Executive Session. Board Member Matthews seconded the motion. Motion passed unanimously with at least two-thirds of the membership present.

The Board exited Open Session and entered Executive Session on a separate line at 10:22 a.m.

At 11:33 a.m., the Board returned to Open Session.

**IX. Adjourn**

Meeting adjourned at 11:33 a.m.

**ATTESTATION**

As the Board Chair attests, 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.

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Stephanie Garcia, Chair

\_\_\_\_\_  
Date

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Brandon Fields, Vice-Chair

\_\_\_\_\_  
Date