
Colorado Office of Public Guardianship

Director, Sophia M. Alvarez

Board Members

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



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PUBLIC MEETING **June 26, 2024** **RECORD OF PROCEEDINGS**

CONVENE

The meeting of the Colorado Office of Public Guardianship Board was convened by video conference via Zoom at 10:02 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
Roseanne Collison

Others Present

Sophia Alvarez, Executive Director, Office of Public Guardianship
Janelle Cantu, Deputy Director, Office of Public Guardianship
Josh Murphy, Staff Attorney, Office of Public Guardianship
Angela Bullard, Office of Public Guardianship
Mary Olguin, Office of Public Guardianship
Myka Stacks, Office of Public Guardianship
Kelly May, Office of Public Guardianship
Kirsten Grooms, Assistant Attorney General, Office of the Attorney General

Public Attendance

Hanni Raley
Jim Tatten

Participation was by video conference.

AGENDA ITEMS

I. Call to Order

The meeting was called to order at 10:02 am. The meeting was recorded.

Chair Garcia introduced board member Roseanne Collison, who was appointed by the Governor pursuant to Executive Order A2024 143 on June 21, 2024, and asked her to briefly introduce herself.

II. Approval of the May 22, 2024 Meeting minutes

Chair Garcia asked for comments or amendments to the May 22, 2024, Board meeting minutes. There were none.

Board Member Young **moved** to approve the May 22, 2024, Board meeting minutes as presented. Board Member Fields **seconded** the motion. Motion **passed** unanimously.

III. Chair Report (Chair Stephanie Garcia)

Chair Garcia did not have a Chair report and added that her priority is the Director evaluation which will be discussed in a later agenda item.

IV. Director Report (Sophia M. Alvarez)

Director Alvarez's Director Report was distributed electronically along with other materials and discussed.

Director Alvarez provided the following updates:

- A. The Office is waiting on a few more reference checks before making offers to candidates who interviewed for open public guardian positions in the previous week or so.
- B. The Office has two more candidates scheduled to interview for open public guardian positions on June 28 and two other candidates scheduled to interview in July.
- C. There have been several strong candidates for the open public guardian positions but the Office is having trouble hiring based on salary which will

have to be taken up in the budget process in the fall and when a workforce development manager is hired.

V. Public Comment

Chair Garcia asked for public comment.

Attendee Tatten inquired about where to find the agenda for today's meeting and was directed to the OPG website as well as the monthly email list. Director Alvarez apologized that it may not be available on the website as the staff assistant is presently out of the office and said she would put her email address in the chat function for Attendee Tatten to get on the email list.

Attendee Tatten commented that the agenda is not posted on the State website and questioned why the Board goes into executive session at every meeting. Chair Garcia said the purpose of Executive Session is for the Board to discuss confidential client matters or to get legal advice and that she reads a statement at every meeting prior to executive session.

VI. Discussion of Director Performance Evaluation and Director Judicial Branch Merit Award

- a. Specifically, the matters referred to Executive Session from Open Session in consideration of an employee matter, which the employee has requested to be discussed in Executive Session.**

VII. Discussion of Critical Incident Reporting

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

Chair Garcia asked if all Board members have received copies of the Director Performance Evaluation form and requested all complete their evaluations within the next couple of weeks. Board Member Collison will be excused from the evaluation process. Completed evaluations are to be sent to Assistant Attorney General Grooms.

Assistant Attorney General Grooms said her understanding is that Board members do not fill out evaluations but instead staff and stakeholder evaluations are sent to the board which are then discussed in executive session with the result being the Board creates an evaluation as a group. Chair Garcia said that is not how it has been done in the past but instead the Board has received stakeholder feedback and each Board member has sent their evaluation to the Attorney General's Office which in turn sends each evaluation to the Chair who in turn consolidates individual Board

member comments into a single document which is then discussed in Executive Session.

Board Member Thiessen asked for a deadline to submit Board Member evaluations. Chair Garcia asked that they be submitted to Assistant Attorney General Grooms by July 15 in order to be discussed in July 24 Executive Session.

Board Member Thiessen said he cannot attend the July 24 meeting. Chair Garcia said she would like all Board members to participate in the Director evaluation and proposed the matter be tabled to the August 28 meeting.

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

Board Member Thiessen **moved** to initiate Executive Session. Board Member Fields **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 10:29 a.m.

At 11:13 a.m., the Board returned to Open Session.

VIII. Adjourn

Chair Garcia adjourned the meeting at 11:14 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.

Stephanie Garcia, Chair

Date

Brandon Fields, Vice-Chair

Date