
Colorado Office of Public Guardianship

Director, Sophia M. Alvarez

Board Members

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



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PUBLIC MEETING **July 24, 2024** **RECORD OF PROCEEDINGS**

CONVENE

The meeting of the Colorado Office of Public Guardianship Board was convened by video conference via Zoom at 10:05 AM by Board Chair Garcia.

A quorum of the Board was present.

Board Members Present

Chair Stephanie Garcia
Vice-Chair Brandon Fields
Chandra Matthews
Roseanne Collison

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
Kelly May, Office of Public Guardianship
America Paz-Pastrana, Office of Public Guardianship
Kirsten Grooms, Assistant Attorney General, Office of the Attorney General

Public Attendance

Jamie Jackson

Participation was by video conference.

AGENDA ITEMS

I. Call to Order

The meeting was called to order at 10:05 am. The meeting was recorded.

II. Approval of the June 26, 2024 Meeting minutes and July 1, 2024 Meeting minutes

Chair Garcia asked for comments or amendments to the June 26, 2024 Board meeting minutes. There were none.

Vice-Chair Fields **moved** to approve the June 26, 2024 Board meeting minutes as presented. Board Member Matthews **seconded** the motion. Motion **passed** unanimously.

Chair Garcia asked for comments or amendments to the July 1, 2024 Board meeting minutes. There were none.

Vice-Chair Fields **moved** to approve the July 1, 2024 Board meeting minutes as presented. Board Member Collison **seconded** the motion. Motion **passed** unanimously.

III. Chair Report (Chair Stephanie Garcia)

Chair Garcia announced that Director Alvarez is the recipient of the National Guardianship Association (NGA) 2024 member of the year award and will be recognized at this year's NGA conference in Long Beach, California. Vice-Chair Fields asked to have the announcement of the award in a press release.

IV. Director Report (Sophia M. Alvarez)

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

Chair Garcia stated that the FY2025 Budget appears to have a deficit and asked for further clarification. Director Alvarez explained that OPG has

spending authority for two positions that have not been filled. Director Alvarez further explained that those two positions were for two guardians in Denver, one was Judge Leith and the District Court petitioned for a guardian for the competency court. The other was requested two years back, when hospitals from Denver and Aurora were potentially going to fund a guardian position. Director Alvarez stated the 2026-27 budget will be in a deficit if both positions are filled and will need to request funds from the general fund or other funding sources.

- A. Chair Garcia stated that we are going to need a HR department and expand the legal department to cover the other districts, therefore, we will need additional funding to meet the expectations of the program.
- B. Director Alvarez informed that two weeks ago she met with the legislative liaison and discussed the next funding request and how they will have to work in framing it considering the big deficit, the services we are not receiving, and how quickly ASIA will be providing us with services. Director Alvarez further informed that our only revenue is the probate filing fees and have not asked for any general funds since 2019, so will need to highlight what we have been doing with very little and that now, by law, we have to expand.
- C. Board Member Collision inquired about the process to fill the current board vacancy. Director Alvarez stated that the vacancy needs to be filled per statute by the Chief Justice and she has been working with their office to fill that position. Director Alvarez informed that there is going to be a new Chief Justice starting soon, her name is Monica Marquez, and her team has reached out to us asking to meet. Director Alvarez hopes to work closely together to fill that position.
- D. Board Member Collision asked if the vacancy can be sent out to the Colorado Bar Association or what can be done to help with the process. Director Alvarez stated that she does not know the process the Chief Justice follows to fill vacancies. Director Alvarez stated that she can inquire about the process and asked Attorney General Grooms if she was acquainted with the process. Attorney general Grooms stated that she does not know that answer. Board Member Fields stated that he can send out notice of the vacancy to the list served of the Elder Law and Trust and Estates Bar.
- E. Director Alvarez informed that two Denver Guardian positions were filled, the pending offer was declined because the candidate was not able to relocate to Colorado and we are still working to fill the Mental Health Guardian position.

V. Public Comment

Chair Garcia asked for public comment and there was none.

VI. Nomination and Election of Board Chair and Vice-Chair

Chair Garcia informed that the Board needs to nominate a new chair, and there is a presumption in the Bylaws that the Vice-Chair will step up to become the Chair. Chair Garcia stated that Vice-Chair Fields has agreed to act in that capacity.

Chair Garcia **moved** to nominate Brandon Fields as the new Chair of the Office of Public Guardianship. Board Member Collison **seconded** the motion. Motion **passed** unanimously.

The nomination of the Vice-Chair was tabled for the next meeting because two of the Board members were absent.

VII. Discussion of Director Performance Evaluation

- 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**

Chair Garcia informed that they have received the staff and stakeholders' surveys, and she is almost done with her evaluation for the Executive Director's report. Chair Garcia will consolidate the survey comments and the Executive Director's evaluation.

Chair Garcia stated that if all board members are present at the August meeting, they will have the performance evaluation completed.

VIII. Discussion of Critical Incident Reporting

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

There was no quorum to enter into Executive Session.

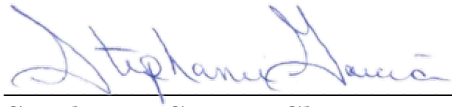
IX. Adjourn

Board Member Matthews **moved** to adjourn the meeting. Board Member Collision **seconded** the motion. The motion **passed** unanimously. The meeting was adjourned at 10:44 a.m.

ATTESTATION

As the Board Chair attest that these minutes of the open public meeting of the Colorado Office of Public Guardianship Board substantially reflect the substance of

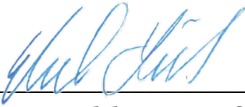
the discussion and action taken related to the matters under the authority of the Board.

Handwritten signature of Stephanie Garcia in blue ink.

Stephanie Garcia, Chair

8.28.2024

Date

Handwritten signature of Brandon Fields in blue ink.

Brandon Fields, Vice-Chair

8.28.2024

Date