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# Colorado Office of Public Guardianship

**Director**, Sophia M. Alvarez

**Commissioners**

Kelsey Lesco, Chair  
Deb Bennett-Woods, Vice Chair  
Marco Chayet  
Alison Zinn  
Stephanie Garcia



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## PUBLIC MEETING

**April 28, 2021**

### RECORD OF PROCEEDINGS

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#### CONVENE

The meeting of the Colorado Office of Public Guardianship Commission was convened by telephone conference at 10:01 AM by Commission Chair Kelsey Lesco.

A quorum of the Commission was present.

#### **Commission Members Present**

Kelsey Lesco, Chair  
Deb Bennett-Woods, Vice-Chair  
Marco Chayet

#### **OPG Director**

Sophia M. Alvarez

#### **Others Present**

Jacquelyn Beal, Office of Public Guardianship  
Rhonda Sanchez, Office of Public Guardianship  
Camille Price, Office of Public Guardianship  
Erin McGavin, Office of Public Guardianship  
America Paz Pastrana, Office of Public Guardian  
Grant Yoder, Office of Public Guardian  
Debbie Enck, Office of the Attorney General

#### **Public Attendance**

Ann McKenzie, Silver Key Senior Services  
Hanni Raley, The ARC of Aurora

All participated by telephone.

#### AGENDA ITEMS

## **I. Call to Order**

The meeting was called to order. Chair Lesco indicated that the meeting is being recorded.

## **II. Approval of the March 24, 2021 Meeting Minutes**

Chair Lesco calls for amendments to the March 24, 2021 draft meeting minutes. Vice-Chair Bennett-Woods requested to update all document headers with the names and titles of the current Commissioners. Commissioner Vice-Chair Bennett-Woods **moves** to approve the March 24, 2021 Meeting Minutes as amended. Commissioner Chayet **seconded** the motion. Motion **passed** unanimously.

## **III. Chair Report (Kelsey Lesco)**

Chair Lesco announced that the Executive Director's Evaluation is coming up. Director Alvarez will send her self-evaluation and the Commissioners will do theirs by June 30<sup>th</sup>.

Chair Lesco brought to discussion the Commission document retention policy. AG Enck is looking into the cost of a digital storage solution. Chair Lesco informed that if the cost is not significant it will be approved in between Commission meetings.

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

Director Alvarez's 4.28.2021 Director Report was distributed electronically along with other materials and discussed. Additional items discussed included, but were not limited to:

- A. Director Alvarez informed that she is working with Medical Legal Partnership and has a meeting with the Denver Probate Court on May 7<sup>th</sup> regarding the potential need to have authority to access client financial information to obtain/maintain benefits.
- B. Director Alvarez informed that the SCAO JBC representative is running a bill to correct technical statutory errors. The JBC was scheduled to hear this bill on April 21, 2021, but the JBC Committee did not have enough members to vote, and they are reconsidering it on 04.29.2021.
- C. Director Alvarez provided an update on the number of registered users, referrals, and accepted cases as of 4.28.2021.
  - i. 45 Active Guardianships

- ii. 16 referrals pending in court proceedings
  - iii. 5 Partial/Incomplete referrals
  - iv. 47 Streamline referrals
  - v. 3 referrals from Rocky Mountain Human Services/Mill Levy Program
- D. Director Alvarez informed that the cases from OBH/CHMI – Fort Logan/Pueblo are placed in an internal “hold” status until July 1<sup>st</sup> beginning of fiscal year when she is able to hire another Guardian to take over those cases.

a. **Review of Policy 6.10. Internal Ethics Committee**

- A. Director Alvarez informed that she has not received new information pertaining to the Policy for the Internal Ethics Committee.
- B. Chair Chayet suggested to postpone discussion until Commissioner Zinn is present.
- C. Chair Lesco agreed to keep in this item on the agenda until next month when Commissioner Zinn is available to discuss.
- D. Chair Lesco asked for comments. There were none.

V. **Organization of Commission Policies (Debbie Enck)**

AG Enck informed that she does not have any updates and she is done organizing the Commission Policies and they will be posted on the OPG website.

VI. **Follow-Up Discussion of Interim Evaluation of the Executive Director**

Chair Lesco stated that there were not enough Commissioners to go into executive session for the follow-up discussion of Interim Evaluation of the Executive director.

Chair Lesco asked for comments. There were none.

VII. **Public Comment**

- A. Ann McKenzie from Silver Key thanked Director Alvarez and Grant Yoder, Research Assistant for attending the Elder Abuse Commission Meeting to discuss the need of public guardianship in the Pikes Peak area.
- B. Chair Lesco asked for additional comments. There were none.

**VIII. Adjourn**

Commissioner Bennett-Woods **moved** to adjourn the meeting. Commissioner Chayet **seconded** the motion. Motion **passed** unanimously. Meeting adjourned at 10:30 a.m.

**ATTESTATION**

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

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Kelsey Lesco, Chair

\_\_\_\_\_  
Date

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Deb Bennett-Woods, Vice-Chair

\_\_\_\_\_  
Date

For COMMIN Rev 05.26.2021