
Colorado Office of Public Guardianship

Director, Sophia M. Alvarez

Commissioners

Deb Bennett-Woods, Chair
Stephanie Garcia, Vice-Chair
Kelsey Lesco
Spencer Crona
Patrick Thiessen



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PUBLIC MEETING **July 27, 2022** **RECORD OF PROCEEDINGS**

CONVENE

The meeting of the Colorado Office of Public Guardianship Commission was convened by video conference via Zoom and In-person at 10:01 AM by Commission Chair Bennett-Woods.

A quorum of the Commission was present.

Commission Members Present

Chair Deb Bennett-Woods
Vice-Chair Stephanie Garcia
Kelsey Lesco
Spencer Crona
Patrick Thiessen

OPG Director

Sophia M. Alvarez

Others Present

Janelle Cantu, Deputy Director, Office of Public Guardianship
Jacquelyn Beal, Office of Public Guardianship
Erin McGavin, Office of Public Guardianship
Rhonda Sanchez, Office of Public Guardianship
Cynthia Wells, Office of Public Guardianship
Camille Price, Office of Public Guardianship
America Paz Pastrana, Office of Public Guardianship
Grant Yoder, Office of Public Guardianship
India Kidd-Aaron, Assistant Attorney General, Office of the Attorney General
Shannon Kealiher, Paralegal, Office of the Attorney General

Public Attendance

Ann McKenzie, Silver Key Senior Services

Gina Brown, Legal Assistance Developer for the Elderly, Disability Law Colorado

Aiden Patterson

Participation was by video conference.

AGENDA ITEMS

I. Call to Order

The meeting was called to order. The meeting was recorded.

II. Introduction of Deputy Director, Janelle Cantu

Director Alvarez introduced Janelle Cantu and Ms. Cantu provided a summary of her professional background.

III. Approval of the May 25, 2022 Meeting Minutes, May 31, 2022 Special Meeting Minutes, June 22, 2022 Meeting Minutes, and July 13, 2022 Special Meeting Minutes

Commissioner Thiessen **moved** to approve the May 25, 2022 Meeting Minutes as presented. Vice-Chair Garcia **seconded** the motion. Motion **passed** unanimously.

Vice-Chair Garcia **moved** to approve the May 31, 2022 Special Meeting Minutes as presented. Commissioner Thiessen **seconded** the motion. Motion **passed** unanimously.

Vice-Chair Garcia **moved** to approve the June 22, 2022 Meeting Minutes as presented. Commissioner Crona **seconded** the motion. Motion **passed** unanimously.

Commissioner Thiessen **moved** to approve the July 13, 2022 Special Meeting Minutes as presented. Vice-Chair Garcia **seconded** the motion. Motion **passed** unanimously.

IV. Chair Report (Deb Bennett-Woods)

Chair Bennett-Woods provided an oral report and discussed the following:

- A. The compilation of the Executive Director's Evaluation.
- B. Further defining Commission Oversight Policy and process with Director Alvarez.
- C. Outcomes from attending the weekly Research and Data meetings.
- D. Resolution of the technical difficulties with the Commission email account.

V. Director Report (Sophia M. Alvarez)

Director Alvarez's July 27, 2022, Director Report was distributed electronically along with other materials and discussed. Director Alvarez did not have any additional updates.

- A. Commissioner Lesco requested information related to client deaths.
- B. Commissioner Crona suggested using the broader incapacity definition in C.R.S. 15-14-102 (5) within the focus group interview question.
- C. Chair Bennett-Woods suggested that we make a concerted effort to include a needs assessment when we recruit to help ensure that the OPG reflects the communities that we serve.

VI. Final Report Status (Deb Bennett-Woods and Sophia M. Alvarez)

- a. Specifically, the matters referred to Executive Session from Open Session, and Discussion of Final Report Review Process

VII. Discussion Regarding Commission Oversight Policy

- a. Specifically, the matters referred to Executive Session from Open Session, and finalizing Commission Oversight Policy

Commission moved into Executive Session

Chair Bennett-Woods asked for a motion to enter into executive session for Discussion of agenda items VI and VII.

Commissioner Crona **moved** to initiate executive session. Vice-Chair Garcia **seconded** the motion. Motion **passed** unanimously with at least two-thirds of the membership present. The Commission exited open session and entered executive session on a separate line at 10:29 a.m.

At 11:58 a.m., the Commission returned to open session.

VIII. Discussion of OPG Commission Email Policy

Director Alvarez informed that the policy was crafted by Daniel Minkel from IT and that the email retention will include all communications had during the Pilot Program.

IX. Approval of 2022 Executive Director Evaluation

Vice-Chair Garcia **moved** to approve the 2022 Executive Director Evaluation. Commissioner Crona **seconded** the motion. Motion **passed** unanimously.

X. Discussion of Future Commission Meeting Format

Commission meetings will continue in virtual format.

XI. Public Comment

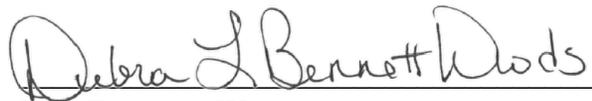
No public Comment.

XII. Adjourn

Commissioner Crona **moved** to adjourn the meeting. Vice-Chair Garcia **seconded** the motion. Motion **passed** unanimously. Meeting adjourned at 12:02 p.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.



Deb Bennett-Woods, Chair

8/24/2022

Date



Stephanie Garcia, Vice-Chair

8/24/2022

Date