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# Colorado Office of Public Guardianship

**Director**, Sophia M. Alvarez

**Commissioners**  
Stephanie Garcia, Chair  
Deb Bennett-Woods  
Spencer Crona  
Patrick Thiessen  
Brandon Fields



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## **PUBLIC MEETING** **July 26, 2023** **RECORD OF PROCEEDINGS**

### **CONVENE**

The meeting of the Colorado Office of Public Guardianship Commission was convened by video conference via Zoom at 10:00 AM by Commission Chair Garcia.

A quorum of the Commission was present.

### **Commission Members Present**

Vice Stephanie Garcia  
Deb Bennett-Woods  
Brandon Fields

### **OPG Director**

Sophia M. Alvarez

### **Others Present**

Janelle Cantu, Deputy Director, Office of Public Guardianship  
Loretta Vigil, Office of Public Guardianship  
Teresa Esquibel, Office of Public Guardianship  
Angela Bullard, Office of Public Guardianship  
Angelina Gonzales, Office of Public Guardianship  
America Paz Pastrana, Office of Public Guardianship  
Brianna Tancher, Assistant Attorney General, Office of the Attorney General

### **Public Attendance**

Participation was by video conference.

## **AGENDA ITEMS**

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

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

### **II. Approval of the June 20, 2023 Special Meeting minutes and June 28, 2023 Meeting minutes**

Chair Garcia asked for comments or amendments to the June 20, 2023 Special Meeting Minutes and June 28, 2023 Commission meeting minutes.

Commissioner Bennett-Woods **moved** to approve the June 20, 2023 Special Meeting Minutes and June 28, 2023 Commission meeting minutes as presented. Commissioner Fields **seconded** the motion. Motion **passed** unanimously.

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

Chair Garcia's Chair Report was distributed electronically and discussed.

Chair Garcia did not have any additional updates. There were no follow up questions.

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

#### **a. Welcome to Angelina Gonzales – 2<sup>nd</sup> JD Guardian**

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 introduced Angelina Gonzales, Guardian for the 2<sup>nd</sup> Judicial District. Angelina Gonzales provided a brief background about herself.

Director Alvarez provided the following updates:

- She attended a meeting with Behavioral Health Guardianship/Momentum program and discussed COPG capacity to provide services across the state for individuals transitioning from the Colorado Mental Health Institutes into the community. They are working on providing data and target areas and how that may fit into COPG's expansion. There is another meeting scheduled in August to discuss expansion and potential budget requests.

- She and AG Finke met regarding the negotiation of the original MOU and reached out to Terri Morrison, State Court Administrator attorney, to schedule a meeting in August.
  - She is working on scheduling interviews with applicants for the guardian positions in the 2<sup>nd</sup> and 16<sup>th</sup> Judicial Districts.
- A. Commissioner Bennett-Woods asked if AG Finke had provided the written opinion pertaining to the hiring of a staff attorney. Director Alvarez informed her that she has not received the written opinion from AG Finke. Commissioner Bennett-Woods asked AG Tancher to follow up with AG Finke.
  - B. Commissioner Bennett-Woods stated that the commission's records policy is not very clear as to what the process is when a member leaves the Commission/Board, so she reached out to AG Finke but has not heard back from him.
  - C. Commissioner Bennett-Woods stated that she needs to know what the policy says as to the transfer of records when there is a transition to a new Chair and asked AG Tancher to check on it to advise accordingly.
  - D. Chair Garcia also asked AG Tancher to look into scheduling a retreat for when the new Board is seated.
  - E. Commissioner Bennett-Woods informed that she had issues at times tracking down documents pertaining to the Executive Director personnel records and asked the AG's office for clarification if there are any legal or practical requirements to maintain records for Director Alvarez and the Commission.
  - F. Chair Garcia asked the AG's office to have some answers before the next meeting in August.
  - G. Commissioner Fields asked for clarification about the reason for declining streamline referrals. Director Alvarez indicated that the streamlined application was created for data gathering purposes only in counties that the office does not serve and that is the reason they are being declined.
  - H. Commissioner Fields stated that he found it difficult to figure out from the website what counties that COPG currently provides services and asked update whether is going to be a prioritization of which counties OPG services will be available first.

## **V. Discussion of Election of Commission/Board Vice-Chair**

- A. Chair Garcia asked if there were any updates on potential commissioners. Director Alvarez informed that there were not any updates.
- B. Commissioner Bennett-Woods informed that she is meeting with a potential Governors' appointee to answer questions about the commission's functions at the Governor's office request.
- C. Chair Garcia inquired whether it would be most appropriate for the new board to select a Vice-Chair. Director Alvarez informed that AG Finke had

suggested having someone from the current commission to volunteer for the Vice-Chair position.

D. Commissioner Fields volunteered to be the next Vice-Chair.

Commissioner Bennett-Woods moved to nominate Commissioner Fields as the new Commission's Vice-Chair. Chair Garcia **seconded** the motion. The motion **passed** unanimously.

## **VI. Public Comment**

There was no public comment.

## **VII. 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 Executive Session, therefore, this item was tabled to the September Commission meeting.

## **VIII. Adjourn**

Commissioner Bennett-Woods **moved** to adjourn the meeting. Commissioner Fields **seconded** the motion. The motion **passed** unanimously. The meeting was adjourned at 10:31 a.m.

## **ATTESTATION**

As Commission Chair 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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Stephanie Garcia, Chair

\_\_\_\_\_  
Date