

COLORADO OFFICE OF THE PUBLIC GUARDIANSHIP COMMISSION

PUBLIC MEETING

November 20, 2017

Record of Proceedings

CONVENE

The meeting of the Colorado Office of the Public Guardianship Commission was convened in the Ralph L. Carr Judicial Center, 1300 Broadway, Conference Room 1B, Denver, Colorado 80202 at 10:04 AM by Commission Chair Shari Caton.

A quorum of the Board was present.

Board Members Present

Shari Caton

Kelsey Lesco

Marco Chayet

Deb Bennett-Woods

Karen Kelley

Others Present

Terry Scanlon, Office of the State Court Administrator

Sueanna Johnson, Office of the Attorney General

Hugh Wilson, Office of the State Court Administrator

Present from the Public

Amy Redfern

AGENDA ITEMS

I. Approval of the Minutes

Vice-Chair Bennett-Woods moved to approve the minutes from the October 30, 2017 meeting. Commissioner Kelley seconded the motion. The motion was approved unanimously.

II. Discussion of Public Comment Policy

The Commission discussed the need for a formal policy related to receiving public comments during commission meetings. The Commission discussed several elements of a potential policy before agreeing to the following parameters:

- The Commission will set aside 15 minutes for public comment at the beginning of its meetings;
- The Chair is authorized to extend the public comment period, if necessary;
- Each member of the public is limited to three minutes for public comment;
- Public comment is on a first-come, first-serve basis;
- Members of the public are prohibited from deferring their time to others;
- Members of the public may comment on any topic, regardless whether such topic is on the agenda; and
- The Chair is authorized to terminate public comment if a person is harassing, intimidating or disruptive.

Commissioner Chayet made a motion that the Commission adopt the public comment policy with the above parameters. Commissioner Lesco seconded the motion. The Commission adopted the motion unanimously.

III. Budget Discussion

AAG Johnson said that in the process of doing research related to fundraising, she learned information about the Commission's budget that she wanted to add to the agenda and discuss with the Commission. At the request of AAG Johnson, Mr. Hugh Wilson, the Budget Director at SCAO, explained to the Commission that the legislation creating the Commission failed to grant the Commission authority to spend any money that might be raised. Mr. Wilson suggested that Commission might want to ask the General Assembly for a \$300,000 supplemental request for the current fiscal year so the Commission will have the legal authority to spend money that it raises. Mr. Wilson also said the Commission may also want to submit

a budget request for the upcoming budget. Mr. Wilson said his office would help compile both of those requests before December 31st.

After some discussion, the Commission agreed to work on a three-prong approach, which included:

1. Develop a supplemental request for the current budget year;
2. Develop a budget request for the upcoming budget year; and
3. Discuss with the legislators who sponsored the pilot program bill that created the Commission concerning fundraising challenges.

Vice-Chair Bennett-Woods made a motion to delegate authority to the Chair and the Vice-Chair to initiate discussions with the General Assembly about the budget issues and work with Mr. Wilson on the budget amendments and proposals. Commission Chayet seconded the motion. The motion was approved unanimously.

IV. Memorandum of Understanding

AAG Johnson said she has been in discussions with the relevant representatives of State Judicial regarding the Memorandum of Understanding with SCAO. She said she expects to have a draft of the MOU for the Commission review at the next meeting.

V. By-Laws

AAG Johnson suggested that the Commission will need to adopt By-Laws for its operation. After a brief discussion, the Commission agreed to instruct AAG Johnson to begin drafting By-Laws.

VI. Future Meetings/Schedule

The Commission agreed to meet on January 12, 2018 at 10 AM, and then subsequently to meet at 10 AM on the second Wednesday of every month beginning in February 2018.

Commissioner Chayet made a motion to adopt the meeting schedule. Commissioner Kelley seconded the motion. The Commission adopted the motion unanimously.

**VII. Review of Draft Letter to the Independent Ethics Commission /
Commission Training: Legal and Ethical Issues for Commission
Members**

At 11:22 AM, Ms. Caton solicited a motion to enter executive session to receive legal advice from AAG Johnson regarding legal advice on the draft letter to the Independent Ethics Commission and training for Commission members on ethical issues, CORA and OML. Vice-Chair Bennett-Woods made the motion to go into Executive Session. Commissioner Chayet seconded the motion. The Commission voted unanimously to enter executive session pursuant to the motion.

**Executive Session was held to protect
the Attorney-Client Privilege.**

Executive Session was recorded

Return to open meeting

At 12:32 PM, the Commission returned to Open Session.

AAG Johnson confirmed that she would draft By-Laws and Fundraising Guidelines for Commission review.

VIII. Adjourn

At 12:35 PM, Vice-Chair Bennett-Woods moved to adjourn. Commissioner Lesco seconded the motion. The meeting was adjourned.

ATTESTATION

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



Shari Caton, Commission Chair



Deb Bennett-Woods, Commission Vice-Chair

12.28.17

Date

12.28-17

Date