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# Colorado Office of Public Guardianship

## Commissioners

Deb Bennett-Woods, Chair  
Kelsey Lesco, Vice-Chair  
Marco Chayet  
Karen Kelley  
Alison Zinn



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## PUBLIC MEETING

June 11, 2019

### Record of Proceedings

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#### CONVENE

The meeting of the Colorado Office of Public Guardianship Commission was convened in the Ralph Carr Judicial Building at 1300 Broadway, Conference Room 1B in Denver, Colorado at 10:06 AM by Commission Chair Bennett-Woods.

A quorum of the Commission was present.

#### **Commission Members Present**

Deb Bennett-Woods, Chair\*  
Karen Kelley\*

Kelsey Lesco, Vice-Chair\*  
Alison Zinn\*

#### **Others Present**

Sueanna Johnson, Senior AAG  
Connie Lind, Office of the State Court Administrator

#### **Public Attendance**

None

\* Appeared/Participated by Telephone

#### AGENDA ITEMS

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

There were several issues with the conference line connectivity. Lots of background noise making it difficult for those on the phone to hear the conversation, as well as those attending in person. Chair Bennett-Woods attempted calling in from her cell

phone as well as her landline, but neither line allowed the Commission to fully hear her.

During the meeting, Senior AAG Johnson and Ms. Lind disconnected from the call and called back in, which helped somewhat. Due to the issues, Chair Bennett-Woods requested Vice Chair Lesco run the meeting.

## **II. Review of Job Description for Executive Director**

Due to the above mentioned issues, it was difficult to run the meeting.

Commissioner Zinn stated her proposed edits.

Commissioner Kelley agreed with Commissioner Zinn's proposed edits.

Chair Bennett-Woods emailed Senior AAG Johnson her comments being stated but not fully heard.

Vice Chair Lesco asked if this should be moved to the next meeting stating concerns with a quorum if everyone could not hear the conversation. This raised concerns regarding the timeline if this is postponed to the next meeting.

Senior AAG Johnson believes she understood most of what was being proposed and read the edits back to the Commission, for which all agreed. No further edits proposed. Senior AAG Johnson will incorporate the proposed edits and circulate the new draft.

## **III. Questions to Applicants as a part of Job Description**

Vice Chair Lesco would like to move to have agenda item. This agenda item was tabled for the next meeting. Senior AAG advises Vice Chair Lesco, she can't do this since she is running the meeting, sitting in for the Chair.

Chair Bennett-Woods moves to approve the draft job description as amended and to move the questions for applicants as part of the job description to the next meeting. Commissioner Kelley seconds the motion. The motion passes unanimously.

## **IV. Follow up on Salary Range for Executive Director**

Senior AAG Johnson advises the annual salary maximum for the Executive Director position is \$127,000. Discussion on salary was industry standards,

common practice for salary range, whether the range could be something like \$117,000 - \$127,000, and SCAO HR Judicial recommendation that the salary be added to the job description.

Chair Bennett-Woods (who was not chairing the meeting due to technical difficulties) moves to approve the salary range as a part of the job description. Commissioner Zinn seconds the motion. The motion passes unanimously.

**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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Deb Bennett-Woods  
Commission Chair

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Kelsey Lesco  
Commission Vice-Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

FOR OPG COMMISSION REVIEW - 2019