

Adult Public Guardianship Review Board Open Meeting MINUTES  
Howard County Maryland  
Meeting Date: November 2, 2017

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A. Call to Order for Open Meeting: 8:42am

B. Roll Call via sign-in sheet, establishment of quorum.

- Voting members present
  1. Archana Leon-Guerrero, Physician who is a Psychiatrist Member (Chair)
  2. Renee Bitner, Public Health Nurse Member
  3. Fred (Chip) Coover, Attorney Member
  4. Eletta Morse, Commission on Aging Member
  5. Kim McKay, Lay Member
  6. William Moss, Nonprofit Member – Linwood Center
  7. Michelle Melotti, Radiologist – Physician other than a Psychiatrist Member
  8. Chris Rand, Lay Member
  9. Steven Plakitsis, County Agency Representative (Howard County DSS)
  10. Michelle Henry, Disability Professional Member
- Voting members absent
  1. Nikki Young-Person with Disabilities Member
- Vacant positions-none
- Others present
  1. Barrett King, Court Attorney for the wards
  2. David Andy Hall, Court Attorney for the wards
  3. Mike Demidenko, Howard County Dept of Social Services (DSS)
  4. Beverly Heyden, Howard County Office of Law representing (DSS)
  5. Linda Schuster, Executive secretary, Howard County Dept of Social Services (DSS)
  6. Lisa Dameron, DHS
  11. Stella Chukinueme, Maryland Legal Services

C. Review/make appropriate changes and approve minutes from May 2017 meeting. Motion was made and seconded to approve minutes.

D. OLD BUSINESS:

1. Circulation of Reports Electronically.

- Discussion that still need legal advice regarding HIPPA compatibility of Google Drive format prior to generalizing to Department of Aging.
- Still don't know who our legal advisor is because unclear if we are a state or county entity.
- Chip moved that the Board request a formal legal opinion from the Attorney General on whether the Board is a county or state entity. He will
- Motion seconded, and passed unanimously. Chip will draft this request on behalf of the Board.
- This agenda item remains open.

2. Bylaws Adoption

- Chip presented for review the latest draft (#6) of the proposed Bylaws.
- Review page 11, 5B of the By-Laws to remove "not" (that results in a double negative)
- Motion was made to adopt Bylaws with change as above on page 11. Motion was seconded and passed unanimously.
- By-Laws will need to be approved by the county /state. Chip will forward to appropriate agency.
- Discussion to place By-Laws on Google Drive/share drive.
- This agenda item will be closed now, after two years of work!

D. OLD BUSINESS (CONTINUED)

3. New format for Guardian's Report to Board: had been tabled until Bylaws passed, which occurred during this meeting. Compliance Committee will work on this now. Item remains open.
4. New format for Board's recommendation to Couart following each meeting. Had also been tabled until Bylaws. Compliance Committee will work on this now. Item remains open.
5. Certification form that Guardian notified Ward and Attorney of Hearing Date
  - Draft presented by Michelle Henry reviewed.
  - DSS (Steve/Mike) wondered if other options would work, and requested that Compliance Committee look at this again.
  - Suggestion was made that Office of Aging (Debby Magin and/or Ofelia Ross) provide input into this as well, as they will also have to follow the same process.
  - Item remains open pending further Compliance Committee work on it.

E. NEW BUSINESS:

1. Compliance Committee Report:
  - No formal committee meeting since last Board Meeting.
  - Chip followed up by email regarding who our legal advisor is (whether we are state/county entity) and has received conflicting replies.
  - This is why we are now seeking a formal legal opinion on the matter from the Attorney General, as per item D.1. above (old business).
2. Open to New Business from Floor-NONE presented.
3. Motion made at 9:15 am to adjourn open meeting and to move to closed meeting to review Guardianships. Motion was seconded and passed unanimously.
4. Reminder of next APGRB meeting Thursday February 1, 8:30 am.

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Minutes drafted by Linda Schuster, Secretary on 11/20/2017

Minutes finalized by Archana Leon-Guerrero, Board Chair on 2/1/2018 for presentation to Board at 2/1/2018 meeting