

# **GUARDIANSHIP CERTIFICATION ADVISORY BOARD**

## **Minutes of Meeting**

Virtual Meeting Conducted by Zoom

205 W. 14<sup>th</sup> Street

Austin, Texas 78701

Tuesday, January 21, 2025

(1:00 p.m. Until Adjournment)

The meeting of the Guardianship Certification Advisory Board (Board) of the Judicial Branch Certification Commission (Commission) was called to order by Jamie MacLean, the presiding officer, at 1:00 p.m. Jamie MacLean, Judge Gladys Burwell, Jason Armstrong, and Leonard James attended by Zoom. Judge Chris Wilmoth was not present. The Commissioner members present were Judge Polly Spencer and Don Ford. The staff members present were Ron Morgan, Scott Gibson, Veena Mohan, Sheryl Jones, Melinda Saucedo, Tyees Holcombe, Amy Smith, and Kanesha Daniels.

Ron Morgan, Director, introduced himself to the Board.

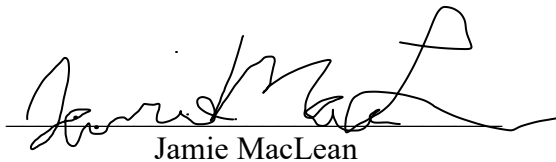
The Board reviewed and voted to approve the minutes from the October 15, 2024 Guardianship Certification Advisory Board meeting. Jamie MacLean abstained from voting.

Veena Mohan, the Prosecuting Attorney, introduced Agenda Item IV, amendments to Certified Guardians Code of Ethics and Minimum Standards for Guardianship Services. The Commission raised issues at the November 1, 2024 commission meeting regarding edits made by the Board to the *Certified Guardian Code of Ethics and Minimum Standards for Guardianship Services* (Code of Ethics and Minimum Standards) and referred the matter back to the Board. The Prosecuting Attorney presented the new revisions and summarized the discussion at the commission meeting. The Board discussed and provided edits to the Code of Ethics and Minimum Standards. Edits and new provisions were made to the following: the placement of the definitions; Code of Ethics 6, 9, 12, and 1; and Minimum Standards 2(h), 2(i), 4(g), 4(j), 5(f), 5(g), 10, 13(a)(3), 13(b), 13(c), 13(d)(2), 15(b), 19(b) and 20. Upon proper motion by Judge Gladys Burwell and second by Jamie MacLean, the Board voted to approve the changes discussed and recommend them to the Commission for adoption.

The Prosecuting Attorney introduced Agenda Item V, Sanction Matrix (Matrix) and explained there were general revisions made to the Matrix, since it was last reviewed and approved by the Board. The staff's proposals were based on prior disciplinary cases and their outcomes. The Board discussed proposed sanctions and provided edits. Upon proper motion by Judge Gladys Burwell and second by Jason Armstrong, the Board withdrew its prior vote approving the Matrix. Upon proper motion by Jason Armstrong and second by Jamie MacLean, the board voted to approve changes discussed at the meeting and recommend them to the Commission for adoption.

There were no public comments.

The meeting was adjourned at 3:01 p.m.

A handwritten signature in black ink, appearing to read 'Jamie MacLean', is written over a horizontal line.

Jamie MacLean  
Presiding Officer

8/7/25

Date