

Agenda

Working Interdisciplinary Network of Guardianship Stakeholders

May 13, 2015
12:00 to 2:00 p.m.

Administrative Office of the Courts
Scott M. Matheson Courthouse
450 South State Street
Judicial Council Room, Suite N31

Welcome and approval of minutes		Judge Kate Toomey
Bylaws: feedback and finalization	Tab 1	Nancy Sylvester
Report from Education Subcommittee		Kent Alderman
Interview with Dick Van Duizend on WINGS		Nancy Sylvester
Geriatric Conference		Judge Kate Toomey
Guardianship Signature Program Update		Nancy Sylvester
Fellowship application update; study item for fellow		Rob Denton
Annual guardianship reports and the Court Visitor Program		Nancy Sylvester

Committee webpage: <http://www.utcourts.gov/howto/family/GC/wings/>

Meeting Schedule: (12 - 2 p.m. at the Matheson Courthouse unless otherwise noted):

August 12, 2015

October 14, 2015

December 9, 2015

TAB 1

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Utah WINGS

Working Interdisciplinary Network of Guardian Stakeholders

ORGANIZATIONAL BYLAWS

MISSION

The mission of **Utah WINGS** is to bring together stakeholders from various disciplines with interest in the guardianship/conservatorship system for short-term and long-term planning and action to improve the state's spectrum of guardianship/conservatorship services and processes, including those services and processes related to alternatives to guardianship/conservatorship. **Utah WINGS** will prioritize issues and action items to develop and implement necessary improvements to Utah's infrastructure in order to ensure a sustainable system for Utahns needing guardianship, conservatorship, or related alternatives.

OBJECTIVES

To carry out its mission, **Utah WINGS** shall:

- Support policy initiatives for the enhancement of guardianship and related infrastructure;
- Identify and develop education and outreach opportunities regarding guardianships, conservatorships, and their **alternatives**;
- Promote and provide training and support to those **engaging the** guardianship/conservatorship system;
- Promote high standards for guardians and conservators;
- Promote expanded collaboration between **Utah WINGS** members and other stakeholders; **and**
- Regularly assess the needs and priorities of **Utah WINGS** efforts.

CONSTRAINTS

Utah WINGS recognizes the importance of the following objectives and strongly encourages its members to engage in them. But as long as **Utah WINGS** is housed under the judiciary, which must maintain its neutrality, the group may not engage in them as official **Utah WINGS** projects:

- Advocate for the rights of individuals with decisional impairments;
- Promote independence to the greatest extent possible for those experiencing incapacities, unless it takes the form of public education about alternatives to guardianships and conservatorships **or established standards for a guardian's conduct**;
- Lobby the legislature for changes to guardianship policy; and
- Any other activity that may call into question the judiciary's **neutrality**.

Comment [RD1]: One of the issues that came up in the symposium, and in discussions in the group before it, was the concern about the lack of knowledge amongst families, law enforcement, treating professionals and others about the resources that may be available when emergencies arise with a person with limited decision-making capacity and no guardian. Maybe that can be added to the education and outreach part.

Comment [RD2]: I'm not sure just what this refers to. How is it different from the previous bullet?

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Comment [RD3]: Is this, and the next bullet, an objective of the work of WINGS, or more of an internal goal or process? I'm not sure what this bullet is getting at.

Comment [RD4]: Is this neutrality limited to guardianship law, or could it extend to issues related to individuals with limited capacity and other court functions, such as criminal processes. Does this "neutrality" extend beyond issues that touch court processes?

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MEMBERSHIP

Utah WINGS will strive to maintain interdisciplinary representation from the following organizations, entities, and individual representatives, [acknowledging that other members may be added from time to time](#).

- Adult Protective Services
- Center for Alzheimer's Care, Imaging, and Research
- Centro de la Familia
- Court Visitor Volunteer Program
- Disability Law Center
- Division of Aging and Adult Services
- [Division of Services for People with Disabilities](#)
- Jewish Family Services
- Long-term Care Ombudsman
- National Alliance on Mental Illness
- Office of Public Guardian
- Private probate attorney
- Private guardian/care manager
- Salt Lake Police Department, [or other law enforcement agency](#)
- Utah Parent Center
- Utah State Legislature
- Utah State Courts/Probate judges
- Ute Tribe/Ute Family Center
- VA Salt Lake City Health Care System
- *[An organization that could represent the interests or needs of rural communities? We could try to get one of the rural independent living centers.](#)*

Comment [RD5]: Any way to broaden the representation of other cultural minorities? Maybe we could invite the Asian Association of Utah?

Succession Plan

While Utah WINGS is housed under the judiciary, the Utah WINGS chair shall be a district court judge who is well versed in probate matters. The chair shall serve a term of three years—with an option to renew for a subsequent term—and at the conclusion of his or her service, appoint a successor with the same, or similar, qualifications.

Members shall serve a term of three years, and may serve up to two terms at the Executive Committee's election. When a vacancy arises, a new member who can provide the same or similar representation shall be sought within 60 days.

Comment [RD6]: Does this mean that the organizations above can serve for only a maximum of six years, or only an individual representing that organization?

MEETINGS

Full Utah WINGS meetings

Utah WINGS shall meet approximately every 2 months. The meeting agenda shall be determined by the executive committee and circulated in advance of the full committee meeting.

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Members are expected to attend the meetings and may be excused from the committee by the chair for failing to attend three meetings in a calendar year.

Executive Committee

While **Utah WINGS** is housed under the judiciary, the executive committee shall consist of the **Utah WINGS** chair, the Court Visitor Coordinator, a staff attorney from the Administrative Office of the Courts, and up to three members of the full **Utah WINGS** committee, as determined by the chair.

Annual Open Invitation Meeting

Every November, or on some other annual basis, **Utah WINGS** shall invite to its full committee meeting community members and agency partners who are not **Utah WINGS** members but who interface with guardianship and/or conservatorship issues on a regular basis. The purpose of this annual meeting shall be to raise awareness of **Utah WINGS** efforts, listen to the challenges facing those dealing with guardianship and conservatorship issues, and to identify potential projects that fall within the bounds of **Utah WINGS** objectives. This section is not intended to limit the ability of guests to attend and participate in **Utah WINGS**'s other regular meetings throughout the year.

Annual Assessment Meeting

Every January, or on some other annual basis, **Utah WINGS** shall hold an assessment meeting to determine how well the committee is meeting its objectives and whether **Utah WINGS**'s needs and priorities have—or should be—changed.

Sub-Committee Assignments

Standing and ad hoc sub-committees shall be created for the purpose of carrying out the objectives of **Utah WINGS** and will meet as necessary, either in person or by electronic means. The Executive Committee shall review sub-committee projects for consistency with **Utah WINGS** objectives, particularly within the judiciary's constraints. A *standing education sub-committee* is hereby created.

Quorum

A simple majority of members present shall constitute a quorum for purposes of voting on and approval of **Utah WINGS** minutes and all **Utah WINGS** projects.