

Adult Public Guardianship Review Board Howard County Maryland
Open Meeting Minutes
November 4, 2021

A. Call to Order for Open Meeting at the Howard County Department of Social Services: 8:32am

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

- Voting members expected to be present
 1. Renee Bitner, Public Health Nurse member
 2. Brianna Brubaker, County Agency (Howard County DSS) Representative
 3. Eletta Morse, Commission on Aging member
 4. Archana Leon-Guerrero, Psychiatrist member
 5. Candace Ball, Lay person member
 6. Frank Kirkland, Non-profit member
 7. Fred (Chip) Coover, Attorney member
- Voting members expected to be absent-excused
 1. Nikki Young, Person with Disabilities member
- Vacant positions
 1. Lay Person member vacated by Kimberly McKay
 2. Physician member vacated by Michelle Melotti
 3. Michelle Henry, Disability Professional member
- Others expected to be present
 1. Barrett King, Court-Appointed Attorney for disabled persons
 2. Beverly Heyden, Howard County Office of Law representing (DSS)
 3. Linda Schuster, Executive secretary, Howard County Dept of Social Services (DSS)
 4. Lauren Saks, Social Worker for HCDSS Guardianship cases
 5. Stephen Liggett-Creel, Director HCDSS

B. Review of minutes from Open and Closed meetings for August 5th – approved.

C. Old Business: Nominations for Chair. Candace Ball act as Vice-Chair. Archana-Leon Guerrero nominated as new Chair.

D. New Business:

1. Update by DSS regarding face to face visiting with clients in institutional settings
 - a. Face to face visits vs. virtual visits
 - b. Tracking of COVID-19 among wards
 - c. Transfer of cases that no longer live in Howard County
2. Update on filling vacancies to the board
 - a. Steve's last meeting
 1. Nominations for new chair / interim chair
 - b. Process to fill vacancy
 - c. Suggestions to fill vacancy
 - d. Revisit 2nd term limit in our by-laws. Limits 3 years, consecutive 3 - 3 year terms.
 - e. Eletta Morse would be happy to continue as a medical professional on the board.
3. Venues for future meetings (virtual vs. live)
 - a. What platform will we use for our meetings? Zoom?
 - b. Ask Lawyer what is HIPPA regulations on what is HIPPA compliant for files being sent through emails?
4. Open to New Business from floor.

G. Reminder of next APGRB meeting Thursday, February 3, 2022 at 8:30am. Closed Open meeting at 9:18am.

H. Adjournment.