



**Professional Fiduciaries Bureau**  
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## **Professional Fiduciaries Bureau Advisory Committee Meeting**

**Wednesday, February 8, 2017  
10:00a.m. – 1:00p.m. or conclusion**

One or more Committee Members will participate in this meeting at the teleconference sites listed below. Each teleconference location is accessible to the public and the public will be given an opportunity to address the Advisory Committee at each teleconference location. The public teleconference sites for this meeting are as follows:

**Meeting Location:  
Department of Consumer Affairs (DCA)  
1747 North Market Boulevard, 1st Floor Hearing Room  
Sacramento, CA 95834**

**Teleconference Location:  
Elder Well  
6345 Balboa Blvd., #114  
Encino, CA 91316**

### **Committee Members**

Hang Le To, Chair  
Aileen Federizo, Vice Chair  
Barbara de Vries  
Dawn Akel  
Jenny Chacon  
King Gee  
Kathleen Thomson

Webcast\*

- 1) Call to Order – Hang Le To, Chair
- 2) Roll Call & Establishment of Quorum – Tracy Montez, Division of Programs & Policy Review (DPPR), Chief
- 3) Introductions
- 4) Update on Status of Professional Fiduciaries Bureau (Bureau) Chief Position – Tracy Montez, DPPR Chief
- 5) Professional Fiduciaries Bureau Mission Statement – Tracy Montez, DPPR Chief

- 6) Discussion and Possible Approval of the Advisory Committee Meeting Minutes from November 16, 2016
- 7) Updates from the Director's Office – DCA Executive Staff
- 8) Budget Report – DCA Budget Analyst
  - Budget Overview and Update
- 9) Legislative Update – DCA Legislative Analyst
  - Update on Legislative Deadlines
- 10) Bureau Updates – Tracy Montez, DPPR Chief
  - Statistics – To Date Fiscal Year 2016/17
  - Upcoming Outreach Events
- 11) Regulations Update – Sabina Knight, Operations Manager
  - Client Notification
  - Advertising
  - Retired/Inactive License Status
- 12) Newsletter – Sabina Knight, Operations Manager
- 13) Review Business and Professions Code Section 6511(f) and Discussion on How the Bureau Can Best Use Committee Members in Bureau Duties – Sabina Knight, Operations Manager
- 14) Future Agenda Items
- 15) Future Meeting Dates
  - Wednesday, May 3, 2017
  - Wednesday, August 16, 2017
  - Wednesday, November 15, 2017
- 16) Public Comment on Items Not on the Agenda (See “**Note**” below)
- 17) Adjournment

**Please note:** In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to the public. Government Code Section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration. The public can participate in the discussion of any item on this agenda. If the committee does not offer public comment before going on to the next agenda item, the public may request the floor at the start of the next agenda item to comment on a prior agenda item.

**Note:** The Professional Fiduciaries Bureau Advisory Committee may take action on any of the above agenda item; however the committee may not discuss or take action on any matter raised that is not included in this agenda. The Committee may, however, decide to place the matter on the agenda of a future meeting.

**Notice:** The meeting is accessible to persons with disabilities. A person who needs accommodations or modifications in order to participate in the meeting should make a request no later than five working days before the meeting to the Bureau by contacting Angela Cuadra at

(916) 574-7341, [angela.cuadra@dca.ca.gov](mailto:angela.cuadra@dca.ca.gov) or by sending a written request to the Professional Fiduciaries Bureau, 1625 North Market Blvd., Ste. S-209, Sacramento, California 95834.

Requests for further information should be directed to Ms. Cuadra at the same address and telephone number.

\*The Bureau plans to webcast this meeting on its website at [www.fiduciary.ca.gov](http://www.fiduciary.ca.gov). Webcast availability cannot, however, be guaranteed due to limitations on resources or technical considerations. If you wish to participate or to have a guaranteed opportunity to observe, please plan to attend at a physical location.