

APPLICATION FOR GUARDIAN AD LITEM REGISTRY
Guardianship/Probate/Trust – Title 11

Mail or deliver the completed application, with all attachments, to:

Kitsap County Superior Court Administrator
614 Division Street, MS-24
Port Orchard, WA 98366

Name: Gare Hunter Heemanczuk

Business Name or Firm: _____

Business Address: 3020 North 30th Street

City and State: Tacoma, WA Zip Code: 98407

Business Phone: (253) 752-4298 Fax: (253) 752-4298

Email Address: heemanczuk@TheWindCity.net

Non-Attorney Attorney WSBA or Washington State Certification No: 27974

I am willing to serve as a Guardian ad Litem for Guardianships at public expense.

I have no pending investigations or action against me involving felony allegations, professional certification or license suspension and/or revocation.

I agree to advise the court immediately in the event of any complaint, investigation or action being commenced which could lead to professional discipline, or the suspension or revocation of my professional license, or to the filing of criminal charges for felony or crime involving allegations of theft, dishonesty or moral turpitude.

I have read and agree to be bound by the Kitsap County Superior Court Guardian ad Litem Registry Code of Conduct.

Summary of my experiences as a GAL including years of experience and number of appointments.

See Attached Stmt of Qualification

Number of times serving as a Guardian as Litem that I have been removed for failure to perform my duties as a Guardian ad Litem: none

I include the following with my application (please check all applicable boxes):

- Curriculum vitae, showing work and professional or personal experience in or related to the field that would assist in the performance and completion of Guardian ad Litem duties;
- Completed Washington State Patrol Conviction Criminal History;
- Signed release of information directed to all professional regulatory bodies which have licensed or supervised the applicant within the last ten years;
- ^{none} Copies of any any professional complaints, investigations or disciplinary actions, lawsuits or professional liability claims filed, whether pending or completed, including a statement for each setting out the current status and any applicable response to said claims;
- ^{none} Copies of any order for removal of the Guardian ad Litem prior to completion of the Guardian ad Litem's duties;
- ^{none} Description of any claims or litigation that has been commenced, involving allegations of improper fee charges, charges of fraud, theft or other forms of dishonesty or professional malpractice or misconduct;
- Copy of fee schedule;

AND, EITHER

- Certificate of Qualification/Training for Guardian ad Litem seeking appointment under RCW Title 11,

OR

- I am currently on the Guardian ad Litem Registry and have included a certificate of updated training taken within the last year

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

DATED: 5/28/2011

Tacoma, WA
City Where Signed

Gail Hunter Heenan
Signature of Applicant

Gail Hunter Heenan
Printed Name

Gail Hunter Hecmanczuk

3020 North 30th Street
Tacoma, Washington 98407

(253) 752-4298
hecmanczuk@thewiredcity.net

EDUCATION

University of Washington School of Law Seattle, Washington
LL.M. in Taxation August 2001

Seattle University School of Law Tacoma, Washington
Juris Doctor May 1998

A.B. Freeman School of Business, Tulane University New Orleans, Louisiana
Master of Business Administration June 1988
Recipient, A.B. Freeman School of Business Fellowship (full tuition)
Member, Beta Alpha Psi Honor Society

University of the South Sewanee, Tennessee
Bachelor of Arts, Majors in Mathematics and Economics and Minor in English May, 1986
Member, Order of Gownsmen Academic Honor Society

PROFESSIONAL CREDENTIALS

Active Member, Washington State Bar Association, WSBA# 27974 (Admitted June 1998).
Certified Public Accountant, Washington State Board of Accountancy (Reciprocity Certificate 15994 issued May 1993, Certificate Retired June 2003).
Certified Public Accountant, University of Illinois (Certificate 53001 issued September 1990)

PROFESSIONAL EXPERIENCE

University of Puget Sound Tacoma, Washington
Adjunct Professor August 2010 – December 2011
Assistant Professor August 2009 – June 2010
Adjunct Professor August 2008 -- June 2009

Appointments as Adjunct Professor and Visiting Professor to the School of Business and Leadership at the University of Puget Sound. Contract teaching assignments as Adjunct Professor for the 2008/09 academic year and Fall 2010 semester, and as Visiting Professor for the 2009/10 academic year. Prepare course materials and teach semester course sections in Managerial and Financial Accounting. Counsel students.

Attorney at Law Tacoma, Washington
Sole Practitioner March 2002 to Present

Pierce and Kitsap Counties Guardian ad Litem (GAL) assignments under RCW 11.88. Completed over 45 GAL assignments involving elderly and developmentally disabled individuals. Once appointed as GAL by Court Order, the GAL investigates the proposed guardianship by meeting with the alleged incapacitated individual, consultation with medical providers, professional caregivers, family, friends, social workers, financial representatives and professional guardians and analyzing relevant information. Formal recommendation is made to the Court via court pleadings and hearings. Effective problem solving, knowledge of legal processes and knowledge of social programs are valuable skills.

Advise entities organizing as non-profit corporations under Washington State statute and seeking determination of tax exempt status under sections 501(c)(3) and 170 of the Federal Internal Revenue Code.

Tax Work. Projects include tax research and tax return preparation (Form 1041 fiduciary returns for trusts and estates, Form 706 estate tax returns, Washington State estate tax returns, Form 990 for tax-exempt entities, and related schedules).

Estate planning for a few individual clients, including document preparation (wills, trusts, healthcare directives, general and healthcare power of attorney documents). Probate work including preparing documents and guiding the Personal Representative through the probate process.

Gail Hunter Hecmanczuk

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University of Puget Sound Internal Auditor

Tacoma, Washington
May 1992 to June 2000

Established the internal audit function at the University. Annually performed risk assessment, defined audit scope and reported audit results to the Audit Committee of the Board of Trustees. Audited University functions for legal compliance and financial and operational risks. Functions audited include accounts receivable, payroll, financial aid administration, Perkins Loan administration, various Federal financial aid programs, accounts payable, human resources, gift and grant administration, general accounting, endowment and life income administration, computer system security, facilities services, bookstore, dining services, and other operating and revenue-generating programs. Audit activities resulted in operating improvements, improved internal controls and better assurance of legal compliance. Other activities included the following:

- Served as Puget Sound's representative with the Association of College and University Auditors (ACUA) and the National Association of College and University Attorneys (NACUA).
- Prepared and/or reviewed various Federal reporting documents (Department of Education and Tax).
- Coordinated due diligence work for the 1993 transfer of the law school to Seattle University and completed several other projects, including an asset valuation project, related to the law school transfer.
- Assisted the Financial Vice President with preparation of debt rating materials and debt issuance application.
- Drafted the University's record retention policy and maintained the departmental web site for the University's Vice President for Finance and Administration.
- Coordinated the University's participation in benchmarking and other studies sponsored by the National Association of College and University Business Officers (NACUBO).
- Chaired the University's task force on purchasing policies and practices.
- Assisted the Financial Vice President in establishing the University's long range planning model.
- Drafted the annual financial report for several fiscal year ends.
- Coordinated the University's Y2K preparedness plan.

J. I. Case Company Internal Auditor

Racine, Wisconsin
July 1988 to January 1992

At the time of my employment, the Case Company was a multi-national manufacturer, retailer and financier of heavy construction and farm equipment with \$5.5 billion in annual sales during the period of my employment. Conducted operational and financial reviews of various corporate, manufacturing and retail functions. Provided management with feedback and consultation on the effectiveness of operations and systems of internal control. Worked with management to develop and implement plans for corrective action. Identified cost savings and process improvements totaling \$1.2+ million.

SIGNIFICANT PERSONAL AND VOLUNTEER ACTIVITIES

Board Member and Past Treasurer, Puget Sound Youth Wind Ensemble, since 2003.

Worked with other Board Members, who are primarily musicians, to establish this new organization. Treasurer's responsibilities include oversight of organizational, business and reporting activities. Established fiscal sponsorship by the Auburn Symphony Association during start-up phase. Organized as a non-profit corporation under Washington State law. Drafted bylaws. Obtained tax-exempt status and contribution deductibility determination under sections 501(c)(3) and 170 of the Internal Revenue Code. Established business and record keeping processes.

Member, The P.E.O. Sisterhood.

P.E.O. is a 137-year-old charitable organization that supports educational projects for women. Have served in various positions at the local level including Board President of the 460 member Tacoma Reciprocity Group for the period 2005-2006.

Other Volunteer Activities

VITA Tax Preparation for low-income clients.

Veterinary Technology Program Advisory Committee at Pierce College.

Gail Hunter Hecmanczuk

GUARDIAN AD LITEM STATEMENT OF QUALIFICATIONS

This statement is presented as required by RCW 11.88.090(3):

A. Requisite areas of background, knowledge, training, and experience are detailed below:

1. Level of formal education: LL.M., University of Washington; J.D., Seattle U.
2. Training related to Guardian ad Litem duties: 2002 Inter-County Guardian ad Litem Training provided by the King County Bar Association; 2003 and 2005 Inter-County Guardianship Guardian ad Litem Recertification Training provided by the King County Bar Association; 2004, 2005, 2006, 2007, 2008, 2009, 2010 and Guardian ad Litem Training Certified by the Kitsap County Superior Court.
3. Number of years' experience as Guardian ad Litem: Completed four years on the Pierce County Superior Court GAL registry and six years on the Kitsap County GAL registry.
4. Number of prior appointments as Guardian ad Litem (*as of today's date*):
 - (a) This County: 28
 - (b) Other Counties: 18
5. Criminal history (as defined in RCW 9.94.A.030): None
6. Knowledge or experience in needs of:
 - (a) Impaired elderly: Helped care for grandfather suffering from dementia; Completed 17 GAL cases involving impaired elderly.
 - (b) Persons with physical disabilities: Volunteer care provided to college friend who was partially paralyzed; Twenty year friendship with an individual born with Spina Bifida; Completed 3 GAL cases involving persons with physical disabilities.
 - (c) Persons with mental illness: Completed 2 GAL cases involving persons with mental illness
 - (d) Persons with developmental disabilities: Completed 21 GAL cases involving persons with developmental disabilities
 - (e) Other incapacitated persons: None

7. Familiarity and experience with legal procedures: Admitted to the Washington State Bar 6/18/98, Bar #27974; Probate and Tax experience: Over 14 year experience as a business professional.
8. Familiarity and experience in dealing with the provisions of Chapter(s) 11.88 and 11.92 RCW: Seven years service as a Guardian ad Litem; Completed the 2002 Washington State Professional Guardian Certification Training Program sponsored by the King County Bar Association May 23 &24, 2002.

B. I have been removed as a Guardian ad Litem:

1. Yes
 No

2. If yes, please explain each instance on a page attached hereto.

C. I have successfully completed the Guardian ad Litem Update training program on May 18, 2011 provided by the Kitsap County Superior Court at Port Orchard, Washington.

Attorney Gail Hunter Hecmanczuk
Fee Schedule for Guardian ad Litem Assignments

Hourly rate for Services: \$75.00/hour, subject to County rate limitations
Mileage: IRS Published Rate
Printing/Copying/Fax: 20¢ per page
Incidental expenses: Reimbursement equal to actual expenses plus 20%

Certificate of Completion



This certifies that

GAIL HECHMANCZUK

attended the

**Kitsap County Superior Court
RCW Title 11 Guardian ad Litem Update Training**

on May 18, 2011



*Certified by the Superior Court of Kitsap County as the statutorily required
RCW 11.88.090 Guardianship GAL Registry Update Training*

HONORABLE ANNA M. LAURIE
Kitsap County Superior Court Assistant Presiding Judge

WSBA CLE Credits: Application Pending
Professional Guardian Board: 6.5 Credits



Web Search No Record Found Report

Washington State Patrol
Identification and Criminal History Section
P.O. Box 42633
Olympia, Washington 98504-2633
Telephone (360) 534-2000

THE FOLLOWING WEB SEARCH NO MATCH FOUND REPORT
IS FURNISHED FOR OFFICIAL USE ONLY

This report was generated from a transaction run on 05/29/2011 at 19:00
Conviction Criminal History RCW 10.97.050(1)

Pursuant to the purpose of inquiry, NO RECORD was found in the Washington State Criminal
History Repository based on the descriptors provided:

HUNTER-HECMANZUK,GAIL

This may mean that the person you searched for has no criminal conviction record OR that your
search criteria did not match the spelling of the person's name or date of birth.

Positive identification or non-identification in the Washington State Patrol's database, can only
be determined by fingerprint comparison.