

# 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: Jaime Huff

Business Name or Firm: Community Guardians, Richmond Law, PLLC

Business Address: 1512 Piperberry Way SE, Suite 135

City and State: Port Orchard, WA Zip Code: 98366

Business Phone: (360) 692-7201 Fax: (360) 824-7168

Email Address: Jaime@rclaw.pro

- Non-Attorney
- Attorney - WSBA or Washington State Certification No: 39378
- 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.

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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.
- Description of nature, status and outcome of any professional complaints, investigations or disciplinary actions, lawsuits or professional liability claims, and any order for removal of the Guardian ad Litem prior to completion of the Guardian ad Litem's duties.
- 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.
- 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 this 28 day of May, 2020, at Port Orchard, Washington.

  
SIGNATURE OF APPLICANT

PRINT NAME: Jaime S. Huff



Richmond & Richmond  
LIMITED

*Karen Richmond*  
*Ronald D. Richmond*  
*Jaime Huff*  
*Attorneys*

*Teresa M. Iwanski*  
*Randi Ward*  
*Alyssa Lewis*  
*Staff*

#### JAIME S. HUFF BRIEF BIOGRAPHY

Jaime has a broad range of experience in elder law, guardianship, and litigation. After obtaining her law degree, she joined the Washington State Attorney General's office in 2007, where she worked on guardianship and vulnerable adult issues, administrative law, and dependencies. Prior to joining the AG's office, she spent approximately 25 years working in accounting, banking, and business administration.

Jaime joined Richmond & Richmond in January, 2018. Her practice focuses on elder law, guardianship, vulnerable adult issues, and estate and trust administration. She also works as a guardian and trustee.

Jaime and her husband live in Kitsap County with an undisclosed number of felines. In her rare spare moments, she loves gardening, cooking, and traveling.

Main Office:  
1521 Piperberry Way, Suite 135  
Port Orchard WA 98366

Ph: 360-692-7201  
Fax: 360-824-7168

By Appointment Only:  
10049 Kitsap Mall BLVD NW, Suite 249  
Silverdale WA 98383

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[www.facebook.com/rrlaw.pro](https://www.facebook.com/rrlaw.pro)

## RELEASE OF INFORMATION

- TO:  Washington State Bar Association  
 Washington State Medical Association  
 Washington State Nursing Commission  
 Washington State Board of Psychology  
 Washington State Department of Licensing

I, Jaime Huff  
(Professional License No. 39378) hereby authorize you, for  
the purpose of my application and/or work as a Kitsap County Guardian ad  
Litem, to release information to and discuss such information with:

Frank A. Maiocco, Jr.  
Court Administrator  
Kitsap County Superior Court  
614 Division Street, MS-24  
Port Orchard, WA 98366  
(360) 337-7140

This RELEASE OF INFORMATION includes, but is not  
limited to, all records and information concerning any official disciplinary  
action or a pending active investigation you have with regard to me.

Jaime Huff  
Signature

5/28/20  
Date

Jaime S. Huff  
Printed Name

1521 SE Piperberry Way - Suite 135  
Street Address

Port Orchard WA 98366  
City/State/Zip



Richmond & Richmond  
LIMITED

*Karen Richmond*  
*Ronald D. Richmond*  
*Jaime Huff*  
*Attorneys*

*Teresa M. Iwanski*  
*Randi Ward*  
*Alyssa Lewis*  
*Staff*

May 30, 2018

RE: 2018 GAL Application

To Whom It May Concern:

I am willing to take cases at public expense.

For cases with assets that exceed the threshold for public pay, my rate is as follows:

\$200/hr

For all cases where a party other than the Guardianship Estate is ordered to pay, or in cases where either the Estate is engaging in a Medicaid spenddown or it is recommended that the Respondent begin the placement & spenddown process.

Otherwise, I use the following sliding fee scale, based on value of Guardianship Assets when compared with the base level of the Community Spousal Resource Allowance (CSRA) under Medicaid. The CSRA is \$55,547.00 for calendar year 2018.

\$50/hr

In all cases where the resources of the Estate are less than 45% of an amount equal to the CSRA.

\$100/hr

In cases where the resources of the Estate are between 45% and 85% of an amount equal to the CSRA.

\$150/hr

In cases where the resources of the Estate are between 85% and 125% of an amount equal to the CSRA.

\$200/hr

In cases where the resources of the Estate exceed 125% of an amount equal to the CSRA.

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THE SUPERIOR COURT OF THE STATE OF WASHINGTON  
FOR KITSAP COUNTY

614 DIVISION STREET, MS-24  
PORT ORCHARD, WASHINGTON 98366  
(360) 337-7140

JEANETTE M. DALTON, JUDGE  
DEPARTMENT NO. 1  
MICHELLE ADAMS, JUDGE  
DEPARTMENT NO. 2  
MELISSA A. HEMSTREET, JUDGE  
DEPARTMENT NO. 3  
WILLIAM C. HOUSER, JUDGE  
DEPARTMENT NO. 4  
JEFFREY P. BASSETT, JUDGE  
DEPARTMENT NO. 5

KEVIN D. HULL, JUDGE  
DEPARTMENT NO. 6  
JENNIFER A. FORBES, JUDGE  
DEPARTMENT NO. 7  
SALLY F. OLSEN, JUDGE  
DEPARTMENT NO. 8  
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MATTHEW L. CLUCAS  
COURT COMMISSIONER  
FRANK A. MAIOCCO, JR.  
COURT ADMINISTRATOR

June 25, 2020

Ms. Jaime Huff  
Community Guardians/Richmond Law, PLLC  
1512 Piperberry Way SE, Suite 135  
Port Orchard, WA 98366

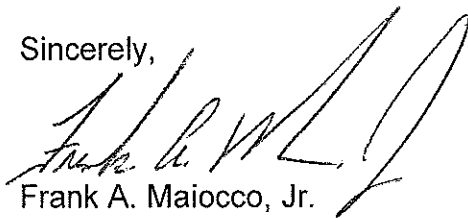
Re: Kitsap County Superior Court Title 11 Guardian ad Litem Registry, 2020-2021

Dear Ms. Huff:

The Kitsap County Superior Court Guardian ad Litem Committee has received and reviewed your application for the Title 11 Guardian ad Litem registry. We are pleased to include you on the 2020 - 2021 Registry, effective July 1, 2020.

Thank you for your interest and participation in Kitsap County's Guardian ad Litem program.

Sincerely,



Frank A. Maiocco, Jr.  
Court Administrator  
Kitsap County Superior Court