

APPLICATION FOR GUARDIAN AD LITEM REGISTRY

Family Law - Title 26

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: Jaye Anne Seigo - Greene
Business Name or Firm: _____
Business Address: 3212 NW Byron St. #106
City and State: Silverdale WA Zip Code: 98383
Business Phone: (360) 620-9689 Fax: () _____
Email Address: Jaye.greene@outlook.com

- Non-Attorney
- Attorney - WSBA or Washington State Certification No: _____
- I am willing to serve as a Guardian ad Litem 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.

I currently have 18 months experience as a GAL.
In that time I have completed 6 cases & am actively
involved in two cases (total of 8 cases).

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: 0

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. *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. *None*
- Copy of fee schedule.
- Certificate of Qualification/Training for Guardian ad Litem seeking appointment under RCW Title 26.

OR

- I am currently on the Guardian ad Litem Registry and have included a certificate of updated training taken within the last year. *Due to COVID19 not required this year.*

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

DATED this 18th day of May, 2020, at Silverdale, Washington.


SIGNATURE OF APPLICANT

PRINT NAME: Jaye Greene

Jaye-Anne Seigo-Greene

3212 NW Byron St #106
Silverdale, WA 98383

360-620-9689

jaye.greene@outlook.com

Education:

Guardian Ad Litem Title 26 Training Spokane County Superior Court November 5-8, 2018

BA In Psychology (Emphasis on Childhood development) from Chapman University. Graduated August 2017 with a GPA of 3.89

Legal Sciences, Paralegal Studies. Ashworth University, 2010 with a 3.9 GPA

High School Graduate. Chatelech Senior Secondary, 1984.

Certifications:

Divorce Care Recovery Leadership

Enhancing Early Childhood Mental Health through Calming Techniques: Olympic Educational Service District 114, June 18, 2009

Cultural and Individual Diversity: Special Needs Children: Department of Early Learning, Kitsap County, February 18, 2009

Child Growth and Development: Egocentric Self-Worth, Individuality: Department of Early Learning Kitsap County, February 20, 2009

Child Growth and Development: Basic Child Development, School Age: Department of Early Learning Kitsap County, February 22, 2009

Office Administration, Managing Stress: Department of Early Learning, Kitsap County, February 17, 2009

Experience:

September 2017 to Present:

Owner of InSight Visitation Supervision. My business license is endorsed for all cities including Gig Harbor and Poulsbo (specific licensing required).

Flexible weeknight/weekend/ hours. I supervise parents who are ordered by the Court to have a professional supervisor in place when they have visitation with their children. Cases have included parents with substance abuse disorders and mental health disorders.

I have been involved with cases with high conflict collaterals that had to be court mandated to stay away from visits.

Cases have included children with special needs and medically fragile children.

I have had cases with and have specific training for children on the autism spectrum.

My work necessitates writing reports that are then submitted to all involved Attorney's, GALs and the Court.

July 20, 2011 to Present:

Law office of Michael Dunn.

Started as front end receptionist, while learning family and Criminal law procedures.

July 2016 to Present: I took over running the entire office on my own on a daily basis. Duties include but are not limited to:

1. Scheduling of all appointments, hearings, trials etc. Maintaining both a paper and an electronic calendar.
2. Filing all documents in accordance with Court rules (meeting deadlines etc.)
3. Confirming hearings, readying bench copies.
4. Interrogatories and Requests for Production: Prepping them for issuance, tickling deadlines, preparing client's answers and putting them into proper format, indexing Requests for Production etc.
5. Getting trial binders ready.
6. Helping clients with declarations, putting them into correct format for Mr. Dunn's review, attaching exhibits etc.
7. Doing administrative paperwork, i.e. Note for Hearing, Notices of Unavailability etc.
8. Maintaining file room, keeping files up to date and tidy.
9. Opening files and getting initial documents ready for Mr. Dunn to work on
10. All receptionist duties.
11. Taking client's phone calls and answering questions that don't require legal advice.
12. Accepting and receipting client payments, making bank deposits.
13. Reminder letters to Criminal clients re: Hearings etc. Checking client compliance via Probation.

September 2006-June 2010

Owner, WA State Licensed Before and After School Care Program.

1. Personalized and Implemented a preschool curriculum focused on early reading, child development, and socialization with a peer group that ranged in ages.
2. Personalized and implemented a curriculum for a special needs child (Autism) that included learning to socialize with other children, making and maintaining eye contact, learning to change to another activity with minimal prompting, and de-escalation of anger through refocus techniques. Focused on personal and interpersonal communication.
3. Created invoices for my clients, accepted client payments, created a year-end tax statement for each client
4. Created client contracts for child care that was considered one of the most legally comprehensive contracts the Department of Early Learning had seen to date. When clients violated sections of the contract, I was able to engage in mediation that effectively resolved the situation.
5. Completed ten hours of supplemental training each year in fulfillment of State Licensing Requirements.

2001-2003 (USS Alabama) and 2008-2010 (DET UR&D)

Command Family Ombudsman, USS Alabama and DET UR&D

1. Liaison between the spouses of active duty members and the US Navy
2. Responsible for researching and providing resources to families in crisis
3. Involved in several investigations involving child abuse, worked closely with NCIS and Child Protective Services
4. Responsible for keeping multiple confidential records including detailed phone log for each contact made with family members, official Ombudsman roster, phone tree, and confidential sailor records.

Special Skills:

Proven report and legal writing skills

Computer skills using several different platforms.

References:

Lynn Fleischbein, Attorney at Law: 9226 Bayshore Drive NW, Suite 210 Silverdale WA. 360-692-4000

lkf@Lmflaw.com

Michael A. Dunn, Attorney at Law: 2472 Bethel Rd. Port Orchard, WA 360-895-0250

mikedunn67@gmail.com

Scott Kalkwarf, Attorney at Law: 817 Sidney Ave Port Orchard, WA 360-876-4016

scott@kalkwarflaw.com

John Groseclose, Attorney at Law: 1155 Bethel Ave Port Orchard, WA 360-876-9221

John@gsjoneslaw.com

Heather Forrler, Attorney at Law: 9481 Bayshore Drive NW Suite 202, Silverdale WA 360-471-3300

heatherforrler@yahoo.com

Christine Newbry, Attorney at Law: 623 Dwight Street Port Orchard, WA 360-876-5567

christine@newbrylaw.com

Rebecca Bennett, Kitsap County District Court Clerk. 360-908-7408 email: Beckl.bennett22@gmail.com

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, Jaye-Anne Greene
(Professional License No. 604208172) 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.

J Greene
Signature

5-18-2020
Date

Jaye-Anne Greene
Printed Name

13837 Jungle CT NW
Street Address

Bremerton, WA 98312
City/State/Zip

Jaye-Anne Seigo-Greene

360-620-9689

PO Box 8297 Port Orchard, WA 98366

Jaye.Greene@outlook.com

Initial Deposit: \$2,500, payable by cash, money order, bank/cashier's check. Must be received in full before work commences.

Trial/Deposition Deposit: \$750, must be paid 30 days before trial or deposition. Trials and Depositions are billed at \$125 hourly rate

Hourly Rate: \$125 per hour. Travel time is also billable if outside Kitsap County.

Costs: Actual costs of gaining records, background checks, and other necessary expenses are charged against deposit at actual cost. No fee for photocopies etc.

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

MATTHEW L. CLUCAS
COURT COMMISSIONER
FRANK A. MAIOCCO, JR.
COURT ADMINISTRATOR

June 25, 2020

Ms. Jaye-Anne Seigo-Greene
3212 NW Byron Street #106
Silverdale, WA 98383

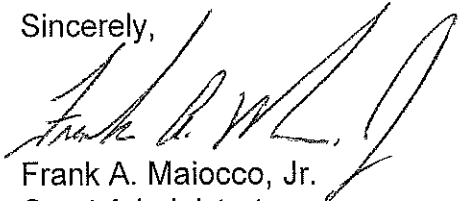
Re: Kitsap County Superior Court Title 26 Guardian ad Litem Registry, 2020-2021

Dear Ms. Seigo-Greene:

The Kitsap County Superior Court Guardian ad Litem Committee has received and reviewed your application for the Title 26 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