



THIS PART OF THE APPLICATION IS PUBLIC INFORMATION

A. Please report the first year you served on the RCW 26.09 Parenting Investigator/Guardian ad Litem Certified Registry in Pierce County. Please list any years where there was a break in service.

First year of appointment - 2007.  
No break in service.

B. Number of appointments you have received as a Parenting Investigator/Guardian ad Litem and all counties eligible for appointment during the last year, 1/1/08 to 12/31/08.

20 appointments during the period 1/1/08 to 12/31/08.  
Eligible for appointment in Pierce County.

C. Percentage of your total case load that RCW 26 Parenting Investigator/Guardian ad Litem work represents overall:

100%

D. Criminal history, as defined in RCW 9.94A030: A current and completed Washington State Patrol Conviction Criminal History Record must be received by the Court. If not attached, the expected date the Court will have the record:

E. Have you ever been accused of, found guilty of, or been a victim of either domestic violence or an anti-harassment action? Yes \_\_\_\_\_ No X

F. The number of times you have been removed for failure to adequately perform duties as Parenting Investigator/Guardian ad Litem or for any other cause. For each removal, give a brief explanation, with the county, case name and cause number, and attach all relevant documents from the court file along with a copy of the court order.

I have not been removed from any case.

I also certify the following:

G. I am presently not serving, nor have I recently applied to serve, as a Judge or Commissioner pro tempore in Pierce County Superior Court. I understand that I am not permitted to serve in both capacities.

AGREE X DISAGREE \_\_\_\_\_

H. I have no criminal history or license suspension or revocation.

AGREE X DISAGREE \_\_\_\_\_

I. I am not the subject of any pending investigation or action by a government agency, professional organization or one that would result in a criminal conviction or a license revocation or suspension.

AGREE  X  DISAGREE \_\_\_\_\_

J. I have read and understand the applicability to me and agree to be bound and governed by the Pierce County Superior Court Administrative Policy #1 for the Title 26 Parenting Investigator/Guardian ad Litem Certified Registry.

AGREE  X  DISAGREE \_\_\_\_\_

K. I have read, signed, returned, and understand the applicability to me of the Pierce County Superior Court Administrative Policy # 2 Title 26 Parenting Investigator/Guardian ad Litem Code of Conduct and agree to be governed by the Code of Conduct.

AGREE  X  DISAGREE \_\_\_\_\_

L. I have completed in full, signed and attached the confidential supplement to this renewal application.

AGREE  X  DISAGREE \_\_\_\_\_

If you disagree for any answer (G-L), please explain in full:

I certify that I have thoroughly studied the provisions and requirements of Title 26 and Superior Court Guardian ad Litem Rules and believe I am fully qualified to be appointed as a Parenting Investigator/Guardian ad Litem in Pierce County, Washington.

<u>Carol B. Felton</u>	<u>3-2-2009</u>
Signature	Date of Signing
<u>Carol B. Felton</u>	<u>Tacoma, Wa.</u>
Print Name	Place of Signing

Please continue to the next page.

CAROL B. FELTON

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Tacoma, WA 98498

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Objective	To utilize my education, experience and skills in service to others.
Experience	<p>2007- Guardian ad Litem/Parenting Investigator Pierce County Superior Court</p> <p>1969-1999, Washington State Department of Social and Health 2001-2006 Services, Olympia, WA</p> <p>2004-2006 <b>Director of Field Operations, Children's Administration (CA)</b> *Managed the Child and Family Services and Licensed Resources field operations of CA; managed statewide centralized intake function. *As member of CA Executive Leadership Team, participated in establishing policy and strategic direction of the agency. *Responsible for administrative budget of 2000 full-time equivalents (FTEs) and \$150,000,000. *Retired – February 2006.</p> <p>2001-2004 <b>Regional Administrator, Special Assistant (CA)</b> *Reentered public service from retirement. *Managed delivery of child welfare services in King County. *Responsible for administrative budget of 400 FTEs and \$25,000,000. *Coordinated service integration initiatives for CA and Economic Services Administration.</p> <p>1990 – 1999 <b>Director, Community Services Division and Division of Employment and Social Services</b> *Responsible for delivery of public assistance program benefits and services through 3200 staff located in 64 offices statewide. *Developed agency policy for social services and employment programs for public assistance recipients. *Retired from state service – February 1999.</p>

1977 – 1990

**Regional Administrator and Community Services Office Administrator**

\*Managed delivery of public assistance benefits and services in 8 counties of central Washington, working extensively with migrant population.

\*Managed public assistance offices in Seattle and Tacoma.

1969-1997

**Secretary, Administrative Assistant, Program Manager**

\*Managed workload standards program. Implemented and maintained staffing model for public assistance. Conducted time and motion studies and developed improved work processes.

\*Confidential secretary to senior executives in the Department of Public Assistance and the Department of Social and Health Services.

Education

St. Martin's University, Olympia, Washington – 1992

**\*Bachelor of Arts, Management**

The Evergreen State College, Olympia, Washington – 1994

**\*Master of Public Administration**

Seattle University School of Law, Seattle, WA – 2000

**\*Juris doctorate**

**\*Admitted, Washington State Bar 2002**

**POLICY 2**

**PIERCE COUNTY SUPERIOR COURT  
RCW 26.09.220 AND RCW 26.12.175  
PARENTING INVESTIGATOR/GUARDIAN AD LITEM CODE OF CONDUCT**

All Parenting Investigator/Guardian ad Litem's shall fully comply with this Code of Conduct and the requirements of Superior Court GALR, effective 11/01:

1. The appointed Parenting Investigator/Guardian ad Litem shall decline the appointment if they are not qualified, competent, or able to complete the matter in a timely manner.
2. The Parenting Investigator/Guardian ad Litem shall maintain the ethical principles of their own profession in addition to compliance with this Code of Conduct.
3. The Parenting Investigator/Guardian ad Litem shall promptly advise the court of any grounds for disqualification or unavailability to serve.
4. The Parenting Investigator/Guardian ad Litem shall avoid self-dealing or association from which the Parenting Investigator/Guardian ad Litem might directly or indirectly benefit, other than from compensation as a Parenting Investigator/Guardian ad Litem.
5. The Parenting Investigator/Guardian ad Litem shall not guarantee or create the impression that any portion of the investigation will remain confidential, and shall inform all witnesses that the information gathered by the Parenting Investigator/Guardian ad Litem must be reported to the court.
6. All records, including contemporaneously maintained time and expense records, of the Parenting Investigator/Guardian ad Litem shall promptly be made available to the parties and their attorneys for review upon request, without formal discovery request(s) being made. Copies of the records may be made by the parties and their attorneys under circumstances that assure that the file remains complete, organized and intact.
7. The Parenting Investigator/Guardian ad Litem shall be available to testify if called by a party.
8. Once admitted to the RCW 26.09 Certified Registry, all Parenting Investigator/Guardian ad Litem's shall fully comply with all continuing education requirements established under Pierce County Local Rules and GALR, as amended.

The undersigned acknowledges receipt of the foregoing, has read the same and GALR, and agrees to be governed by all.

3-31-09  
Date

Carol B. Feltow  
Signature