

**APPLICATION / REAPPLICATION FOR TITLE 11.130 ADULT GUARDIANSHIP /
COURT VISITOR REGISTRY
Guardianship / Conservatorship / Protective Arrangement**

Name: Keith Smith

Business Name or Firm: Keith's Investigations & Process Serving

Business Address: 20406 Cypress Way

City and State: Lynnwood, WA

Zip Code: 98036

Business Phone: (425) 974-0228

Fax: (____) _____

Email Address: KEITH@KEITHPS.COM

X Non-Attorney ☐ Attorney - WSBA or Washington State Certification No: _____

☐ I am hereby applying to serve as a:

X Court Visitor (RCW 11.130.280)

☐ Attorney for Respondent/Person Subject to Guardianship (RCW 11.130.285)

☐ Special Agent / Complex Case Appointments (RCW 11.130.635)

☐ Emergency Guardian (RCW 11.130.320)

X I am willing to serve as a Title 11.130 Court Visitor at public expense.

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

X 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.

X 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 Guardian ad Litem/Court Visitor, including years of experience and number of appointments.

I spent 2 years as a VGAL in dependency cases in Snohomish County between 2014 and 2016. I had approximately 10 appointments.

Number of times serving as a Guardian ad Litem/Court Visitor that I have been removed for

X I have completed the 2-day model training program required by RCW 11.130.155 (or prior 2-day training under RCW 11.88) and have provided proof of the same with this application. ☐ Yes ☐ No

Summary of my knowledge, training and experience in each of the following areas: Needs of impaired elderly people, physical disabilities, mental disabilities, developmental disabilities, substance use disorder; and other areas relevant to the needs of persons subject to guardianship or conservatorship, legal procedure, and the requirements of RCW 11.130.

I served as a VGAL in Snohomish County for 2 years working with children in dependency cases. I currently work with the Washington State Human Rights Commission for cases involving housing discrimination. Many of those individuals are elderly, have disabilities, or have other limitations.

X 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/Court Visitor duties.

X Signed release of information directed to all professional regulatory bodies which have licensed or supervised the applicant within the last ten years.

X 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.

TITLE 11.130 ADULT GUARDIANSHIP/CV REGISTRY APPLICATION . . 2

- X Certificate of Qualification/Training for Guardian ad Litem/Court Visitor seeking appointment under RCW 11.130;

OR

- ☐ I am currently on the Guardian ad Litem/Court Visitor 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 16th day of May, 2025, at Seattle, Washington.

S/Keith Smith

SIGNATURE OF APPLICANT

PRINT NAME: Keith Smith

Please mail, deliver or email the completed application, with all attachments, to:

**ATTN: Court Administrator
Kitsap County Superior Court
614 Division Street, MS-24
Port Orchard, WA 98366
fmaiocco@co.kitsap.wa.us**

KEITH SMITH

20406 Cypress Way Lynnwood, WA 98036 | Keith@keithps.com (425)9740228

PROFESSIONAL EXPERIENCE

Investigator

Washington State Human Right's Commission

Feb '22-current

- Conduct investigations and interviews with diverse individuals.
- Interpret the Washington Law Against Discrimination and the Fair Housing Act as it pertains to interactions between individuals and businesses.

Teacher

Granite Falls School District

Mar '20-Nov '22

- Instruct diverse groups of students in daily lessons
- Manage a diverse set of personalities in a fast paced setting
- Help students with assignments

EDUCATION

Central Washington University, Edmonds, WA

B.S. in Law and Justice

During my time at CWU I was placed on the Dean's list for fall and winter quarters in 2014, and I graduated Magna Cum Laude

Shoreline Community College, Shoreline, WA

A.A. with a focus on Philosophy

During my time at this school, I focused my education on philosophy and ethics, logic and how to effectively communicate an argument in writing.

VOLUNTEER

SNOHOMISH COUNTY VOLUNTEER GUARDIAN AD-LITEM, Everett, WA

During my two years working as a VGAL I conducted investigations into parent's background and advocating for what was in the best interests of children in State care. I would collect information about a child's health and education, parent's criminal history, and the backgrounds of other who would interact with the children. I would then take that information and prepare a report that I would submit to the court.

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, Keith Smith PI license 2403211, 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.

S/Keith Smith. 5/16/25
Signature

Date

Keith Smith
Printed Name

20406 Cypress Way
Street Address

Lynnwood, WA 98036
City/State/Zip

Frank Maiocco

From: Keith Smith <Keith@keithps.com>
Sent: Friday, May 16, 2025 4:12 PM
To: Frank Maiocco
Subject: CV application
Attachments: GAL-11.130 Registry Application 05 12 22.docx; CV.docx; GAL_Release.docx; RapsheetResponse.pdf

You don't often get email from keith@keithps.com. [Learn why this is important](#)

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Please see the attached.

KCBA training document to follow.

I was unable to find any sort of form for a fee schedule. My rate in private pay is \$150/hr.

Please let me know if you need anything else.

Thanks,

Certificate of Completion
KING COUNTY BAR
ASSOCIATION

Keith Smith

2024 King County
RCW 11.130 Adult Guardianship
Court Visitor/GAL Training Two
Day Initial Certification– Recorded
April 18 & April 19, 2024

6.25 Law & Legal CLE Credits, April 18, 2024
Approval #2021567

5.75 Law & Legal CLE Credits. 1.0 Ethics Credit, April 19,
2024 Approval #2021665



Bridget Schuster, Member Services Director
King County Bar Association

Certificate of Completion

KING COUNTY BAR

Keith Smith

2025 King County
RCW 11.130 Adult Court Visitor Training

Re-Certification – May 16, 2025

**5.00 Law & Legal, 1.00 Ethics CLE Credits
Approval #2053823**



Bridget Schuster, Member Services Director
King County Bar Association

THE SUPERIOR COURT OF THE STATE OF WASHINGTON
FOR KITSAP COUNTY

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

TINA ROBINSON, 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
CADINE FERGUSON-BROWN, JUDGE
DEPARTMENT NO. 8

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

July 2, 2025

Mr. Keith Smith
Keith's Investigations & Process Serving
20406 Cypress Way
Lynnwood, WA 98036
keith@keithps.com

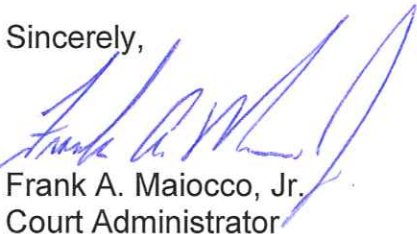
Re: Kitsap County Superior Court Title 11.130 Court Visitor Registry, 2025-2026

Dear Mr. Smith:

The Kitsap County Superior Court Guardian ad Litem/Court Visitor Committee has reviewed the additional information that you provided to supplement/clarify your application for the Title 11.130 Court Visitor registry. We are pleased to include you on the 2025 - 2026 Registry, effective July 3, 2025.

Thank you for your interest and participation in Kitsap County's Court Visitor program.

Sincerely,



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