

Public Guardian/Conservator

Asha Davis – Public Guardian

101-4100	FY 12/13 Adopted Budget	FY 13/14 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	205,873	210,446	4,573
Services and Supplies	22,358	22,432	74
Other Charges	0	0	0
Fixed Assets	0	0	0
TOTAL EXPENDITURES	228,231	232,878	4,647
REVENUE			
Fed/State	54,000	67,606	13,606
Grant	0	0	0
Realignment	0	0	0
Fees/Misc	86,894	85,894	(1,000)
TOTAL REVENUE	140,894	153,500	12,606
FUND BALANCE	0	0	0
NET COUNTY COST	87,337	79,378	(7,959)

Program Description

Under the jurisdiction of the Superior Court, the Yuba County Public Guardian/Conservator provides mandated conservatorship and estate services for the elderly and individuals with disabilities within the community, as specified by the Probate and Welfare and Institutions Code.

As a state mandated department, the Yuba County Public Guardian Office manages both the person and estates of individuals who are determined to be gravely disabled by the court. The Public Guardian/Conservator serves as the conservator of the person and estate of individuals. There are two types of conservatorship; Probate Conservatorships and Lanterman Petris Short Act (LPS) Conservatorships.

The Public Guardian has the following responsibilities:

- Serves as the guardian/conservator of the person and estate of an adult in the community that the court has determined is unable to properly manage or take care of him/herself and/or his or her property, and for whom no alternative guardian can be identified
- Assists the Superior Court in proceedings for the appointment of the guardian/conservator of an adult
- Offers guidance and counseling while encouraging maximum self-reliance and independence of conservatees

When a court appoints a guardian/conservator of the person, the guardian/conservator may have the following responsibilities:

- Ensure a safe and least restrictive living environment

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- Consent to and monitor medical treatment or non-medical services such as education or counseling
- Protect conservatee rights and confidential information
- Make end-of-life decisions with regard to the individuals last known wishes or that of known family members
- Act as representative payee, ensuring financial obligations are met and personal needs are provided for
- Maximize independence in the least restrictive manner
- Provide timely status reports to the court regarding conservatee personal and financial affairs
- Protect and advocate for individual rights

When the court appoints a guardian of the estate, the guardian is assigned the following responsibilities:

- Marshall and protect assets
- Obtain appraisals of property
- Protect property and assets from loss
- Receive income for the estate
- Make appropriate disbursements
- Obtain court approval prior to the sell of any assets
- Report to the court about the status of the estate

Major Accomplishments FY 2012/2013

- Secured Funding for Targeted Case Management
- Sustained increasing workload with fewer resources
- Participated in Multi Disciplinary Team meetings for programs serving our elder population
- Enhanced skill development through PA/PG/PC participation
- Established a direct deposit account for receipt of state and government benefits
- Updated departmental procedures to include fiscal year changes
- Collaborate with Panoramic Software and the Auditor to enhance process and ensure consistent and accurate data
- Collaborate with internal departments in an effort to serve the public at large while adhering to the County’s strategic plan
- Increased number of face-to-face contacts with conservatees living locally and in placements outside the County’s immediate area
- Established eligible benefits for conservatees

Work Load Indicators

Number of new referrals in fiscal year 12/13 16	Number of referrals projected for fiscal year 13/14 17
Number of Probate cases managed in fiscal year 12/13 48 Probate	Number of Probate cases projected for fiscal year 13/14 49 Probate
Number of LPS cases managed in fiscal year 12/13 42 LPS	Number of LPS cases projected for fiscal year 13/14 41 LPS
Number of Targeted Case Management Assessments completed in fiscal year 12/13	Number of Targeted Case Management Assessments projected for fiscal year 13/14

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- Decreased and eliminated debt obligations for conservatees through negotiation
- Established less restrictive care for conservatees
- Prevented further fiduciary abuse on newly established conservatorships
- Attended conservatee care conferences designed to ensure proper care is maintained
- Served as an advocate for conservatee rights through legal proceedings
- Reduced overhead cost for the department

Major Goals and Objectives FY 2013/2014

- Continue working with Multi-Disciplinary Team for community efforts and resources
- Attend fall training to meet PA/PG/PC requirements
- Explore new funding options through federal/state/local resources
- Secure ongoing funding through federal/state/local resources
- Continue efforts to enhance data reporting procedures
- Utilize affordable training options to further enhance staff skill level
- Maintain strong partnerships with community organizations
- Increase number of face-to-face encounters with conservatees
- Increase number of care conferences for conservatees
- Work to eliminate barriers to lower level care for conservatees
- Explore more extensive methods of efficiency for the department
- Adhere to the County's Strategic Plan

COUNTY OF YUBA
 BUDGET EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2013-2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2010-2011	ACTUAL EXPENDITURES 2011-2012	BOS APPROVED 2012-2013	CAO RECOMMENDED 2013-2014
PUBLIC GUARDIAN					
Salaries & Benefits					
101-4100-427.01-01	REGULAR	127,627	133,320	138,500	137,057
101-4100-427.01-03	EXTRA HELP	0	2,748	528	0
101-4100-427.01-07	VACATION PAY	4,204	0	0	0
101-4100-427.01-08	SICK LEAVE	2,233	0	0	0
101-4100-427.02-02	CO SHARE PERS	16,006	18,165	19,722	21,160
101-4100-427.02-03	COPST	0	82	16	0
101-4100-427.02-04	GROUP HEALTH INSURANCE	17,484	17,628	18,142	20,809
101-4100-427.02-05	MEDICARE	1,898	1,933	2,022	2,055
101-4100-427.02-06	WORKERS COMP INS	18,265	12,057	24,728	27,103
101-4100-427.02-07	LIFE INSURANCE	128	128	128	135
101-4100-427.02-08	UNEMPLOYMENT INS	593	660	698	709
101-4100-427.02-09	RETIREE HEALTHCARE INS	0	1,348	1,389	1,418
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*	Salaries & Benefits	188,438	188,069	205,873	210,446
Services & Supplies					
101-4100-427.12-00	COMMUNICATION	894	1,105	1,100	1,100
101-4100-427.15-00	INSURANCE	1,581	3,536	1,788	1,322
101-4100-427.17-00	MAINTENANCE/EQUIPMENT	0	0	0	960
101-4100-427.20-00	MEMBERSHIPS	150	400	400	400
101-4100-427.22-00	OFFICE EXPENSE	2,045	1,988	2,200	3,050
101-4100-427.23-00	PROFESSIONAL SERVICES	5,000	6,437	5,870	5,000
101-4100-427.26-00	RENTS & LEASES/BLDG & IMP	16,140	6,100	200	0
101-4100-427.29-00	TRAVEL	6,075	7,108	10,800	10,600
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*	Services & Supplies	31,885	26,674	22,358	22,432
Fixed Assets					
101-4100-427.62-00	FIXED ASSETS-EQUIPMENT	0	1,389	0	0
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*	Fixed Assets	0	1,389	0	0
**	PUBLIC GUARDIAN	220,323	216,132	228,231	232,878
***	PUBLIC GUARDIAN	220,323	216,132	228,231	232,878