

# Public Guardian

Asha Davis – Public Guardian

101-4100	FY 15/16 Adopted Budget	FY 16/17 CAO Recommended	Change
<b>EXPENDITURES</b>			
Salaries and Benefits	202,149	232,704	30,555
Services and Supplies	27,264	32,185	4,921
Other Charges	0	0	0
Fixed Assets	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>229,413</b>	<b>264,889</b>	<b>35,476</b>
<b>REVENUE</b>			
Fed/State	55,381	42,000	(13,381)
Grant	0	0	0
Realignment	0	0	0
Fees/Misc	86,894	153,653	66,759
<b>TOTAL REVENUE</b>	<b>142,275</b>	<b>195,653</b>	<b>53,378</b>
<b>FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET COUNTY COST</b>	<b>87,138</b>	<b>69,236</b>	<b>(17,902)</b>

## 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.

## Major Program Responsibilities

The Yuba County Public Guardian office is a state mandated department that manages both the person and estates of individuals who are determined gravely disabled by the Superior Court.

The Public Guardian/Conservator serves as the conservator of the person and estate of individuals. There are two types of conservatorship: Probate and Lanterman Petris Short Act (LPS). Both established by the Superior Court.

The Public Guardian has the following responsibilities:

- To serve as guardian of the person and estate of an adult in our community who, by reason of age, disease, or disability, is unable to properly manage or take care of himself/herself and/or his or her property, and for whom no alternative guardian can be identified.
- To assist the Superior Court in proceedings for the appointment of the guardian/conservator of an adult.
- To offer guidance and counsel while encouraging maximum self-reliance and independence of Conservatees.

When a court appoints a guardian of the person, the guardian 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 obligations are met and personal needs are covered
- 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
- Secured funding through federal/state/local resources
- Utilized affordable training options to further improve staff skill level
- Eliminated barriers to least restrictive placement for Conservatees
- Adhered to the County's Strategic Plan
- Worked with Multi-Disciplinary Team for community outreach and support
- Met training requirement for PA/PG/PC association
- Improved after hours response time with use of Telesec Service

## Goals and Objectives FY 2016-2017

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 sale of any assets
- Report to the court about the status of the estate
- Secure funding through federal/state/local resources
- Utilize affordable training opportunities to enhance staff skill level
- Maintain partnerships with community organizations and businesses
- Participate in care conferences and complete quarterly encounters, ensuring proper maintenance and wellbeing of Conservatees
- Eliminate barriers to least restrictive placement for Conservatees
- Adhere to Yuba County Strategic Plan
- Work with Multidisciplinary Team for outreach and agency collaboration
- Attend training to meet PA/PG/PC requirements

## Accomplishments FY 2015-2016

- Filled vacant positions within the department
- Established a new fee schedule, resulting in decreased reliance on the general fund
- Maintained strong partnerships with community organizations

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
PUBLIC GUARDIAN					
Salaries & Benefits					
101-4100-427.01-01	REGULAR	139,892	110,980	133,131	177,276
101-4100-427.01-03	EXTRA HELP	1,859	17,772	11,340	0
101-4100-427.02-02	CO SHARE PERS	20,770	18,619	25,327	29,372
101-4100-427.02-03	COPST	56	317	0	0
101-4100-427.02-04	GROUP HEALTH INSURANCE	24,799	16,198	26,985	19,890
101-4100-427.02-05	MEDICARE	2,049	1,889	2,181	2,534
101-4100-427.02-06	WORKERS COMP INS	27,103	851	811	1,312
101-4100-427.02-07	LIFE INSURANCE	137	143	181	257
101-4100-427.02-08	UNEMPLOYMENT INS	709	0	690	524
101-4100-427.02-09	RETIREE HEALTHCARE INS	1,419	1,459	1,503	1,539
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*	Salaries & Benefits	218,793	168,228	202,149	232,704
Services & Supplies					
101-4100-427.12-00	COMMUNICATION	1,080	799	1,000	1,110
101-4100-427.15-00	INSURANCE	1,322	2,032	1,888	2,883
101-4100-427.17-00	MAINTENANCE/EQUIPMENT	960	960	960	2,088
101-4100-427.20-00	MEMBERSHIPS	400	400	400	3,300
101-4100-427.22-00	OFFICE EXPENSE	1,707	2,646	2,700	2,700
101-4100-427.23-00	PROFESSIONAL SERVICES	6,143	6,392	6,200	7,620
101-4100-427.29-00	TRAVEL	10,496	10,356	12,520	12,484
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*	Services & Supplies	22,108	23,585	25,668	32,185
Cost Reimbursements					
101-4100-427.95-00	SPECIAL ITEMS	0	0	1,596	0
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*	Cost Reimbursements	0	0	1,596	0
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2013-2014	ACTUAL EXPENDITURES 2014-2015	ORIGINAL BUDGET 2015-2016	CAO RECOMMENDED 2016-2017
**	PUBLIC GUARDIAN	240,901	191,813	229,413	264,889
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