

# 030 - ORANGE COUNTY PUBLIC GUARDIAN

## Operational Summary

### Mission:

The Orange County Public Guardian Department is committed, when no viable alternatives exist, to compassionately and effectively protect, assist and manage the affairs of residents unable to care for themselves or who may be a danger to themselves or others.

### Strategic Goals:

- Public Guardian compassionately and efficiently serves as the conservator of persons and estates for individuals placed under our jurisdiction pursuant to the LPS act or provisions of the Probate Code Section 1800 et.seq.
- Clients placed under conservatorship pursuant to the LPS act, the conservator, will obtain and monitor the provisions of the individualized mental health plan.
- Clients placed under a conservatorship pursuant to the Probate Code, will receive a needs assessment to determine the appropriateness and extent of the conservatorship.
- Conduct Targeted Case Management (TCM) encounters, a federally administered program, to obtain reimbursement to the County for services rendered to clients.
- Continue to provide information to the general public concerning the role of Public Guardian and the services they provide.

### Key Outcome Indicators:

Performance Measure	2011 Business Plan	2012 Business Plan	How are we doing?
	Results	Target	
<b>ADMINISTRATIVE DEPUTY CASELOAD - LPS</b> <b>What:</b> Obtain and monitor implementation of the individualized mental health treatment plan. <b>Why:</b> Intent of LPS act is to ensure that those on conservatorship have individualized mental health plans	None	90%	Newly established goal for calendar year 2012
<b>ADMINISTRATIVE DEPUTY CASELOAD - PROBATE</b> <b>What:</b> Conduct a needs based assessment to determine the needs of a conservatee and goal setting. <b>Why:</b> Conducting needs based assessment and their use promotes accessing community based services.	None	90%	Newly established goal for calendar year 2012

### At a Glance:

Total FY 2011-2012 Current Modified Budget:	3,645,314
Total FY 2011-2012 Projected Expend + Encumb:	3,658,552
Total Recommended FY 2012-2013	3,789,198
Percent of County General Fund:	0.12%
Total Employees:	49.00



### Key Outcome Indicators: (Continued)

Performance Measure	2011 Business Plan	2012 Business Plan	How are we doing?
	Results	Target	
<b>DEPUTY CERTIFICATION REQUIREMENTS.</b> <b>What:</b> Percentage of deputies in compliance with training certification requirements. <b>Why:</b> Deputy certification is required by the Jones Bill (AB 1363).	100%	100%	In-house training program has been instrumental in achieving compliance.

### FY 2011-12 Key Project Accomplishments:

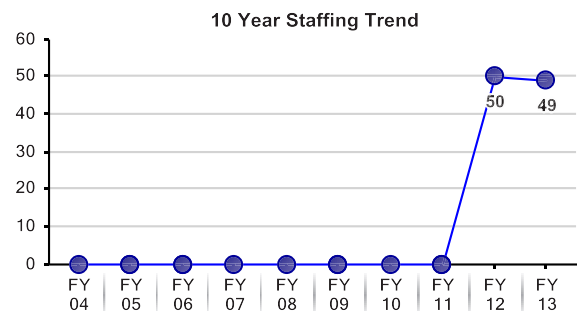
- Investigated 711 new referrals to determine if a client needs a conservator, if the Public Guardian should act as conservator, or if the Court should appoint a third party to act as conservator.
- Acted as conservator for 1,612 conservatees.
- Processed 41,592 financial transactions on behalf of the Public Guardian conservatee estates.
- All deputies achieved initial certification, maintained certification or began taking courses toward certification in accordance with the California State of Public Administrator/Public Guardian/Public Conservators Standards of Certification Plans.
- Improved mandated training standards and developed a comprehensive in-house training schedule.
- Continued to successfully incorporate the new mandates from the Omnibus Conservatorship Reform Act of 2006.
- Developed processes for submitting unclaimed property to the State Controller's Office and began an in-depth review of unclaimed property for all cases within the Public Guardian's Office.
- Conducted personal property auctions using a new format of selling in single lots which enhances the value of the estate assets.

**Admin & Support Services** - Administration: Promotes and provides for the fiscal and operational integrity of the Agency through sound management principles and practices, and provides support services to Agency programs. Support services include Financial and Administrative Services, network administrative activities, and Human Resources.

**Program Services** - The Orange County Public Guardian (OCPG) LPS unit is the designated Investigator for mental health conservatorships. The PG LPS unit can serve as conservator for those individuals determined by the court to be gravely disabled as a result of their mental disorder when there is no one else to serve in that capacity.

The Orange County Public Guardian (OCPG) Probate investigates and administers conservatorships for individuals unable to handle their own finances or care for themselves or those who are victims of elder abuse.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- As a result of OCPG department's internal restructuring, FY 2012-13 Budget includes the deletion of one Administrative Manager II position with its equivalent Net County Cost reduction in the Second and Third Quarter Budget report process. In accordance with Board Resolution #11-043, the Board of Supervisors approved the establishment of the Orange County Pub-



lic Guardian Department (OCPG). This action authorized the County Executive Office and Auditor-Controller staff to initiate budgetary adjustments, organizational chart revision and master position control adjustments to reflect this reorganization. Fifty positions were transferred from the PA/PG Department to the newly established OCPG Department.

Continue to implement the ongoing Public Guardian deputy certification requirements to comply with the Jones Bill (AB1363) legislation.

In collaboration with CEO Information Technology and other stakeholders, continue effort to develop and establish a new computer system to replace the department's outdated and unstable ePages system.

Improve staff performance and morale through effective training and recognition.

## Budget Summary

### Plan for Support of the County's Strategic Priorities:

County priority: Deliver quality services in a timely and innovative manner.

### Recommended Budget History:

Sources and Uses	FY 2010-2011	FY 2011-2012	FY 2011-2012	FY 2012-2013	Change from FY 2011-2012	
	Actual	Budget As of 3/31/12	Projected <sup>(1)</sup> At 6/30/12	Recommended	Budget Amount	Percent
Total Positions	0	49	49	49	0	0.00
Total Revenues	0	1,387,952	1,661,709	1,797,132	409,180	29.48
Total Requirements	0	3,645,314	3,658,552	3,789,198	143,884	3.95
Net County Cost	0	2,257,362	1,996,843	1,992,066	(265,296)	-11.75

(1) Requirements include prior year encumbrance and expenditures. Therefore, the above totals may not match FY 2011-12 projected requirements included in "At a Glance" (Which exclude these).

Columns may not total correctly due to rounding.

Detailed budget by expense category and by activity is presented for Budget Control: Orange County Public Guardian in the Appendix on page A42

### Highlights of Key Trends:

- Orange County Public Guardian continues to provide last resort protection, assistance and management of the affairs of the residents unable to care for themselves or who may be a risk to themselves and others.

- Orange County Public Guardian is continually challenged with new requirements and other mandated functions with no additional funding provided by legislature in order to meet these new mandates.

### Budget Units Under Agency Control:

No.	Agency Name	Admin & Support Services	Program Services	Total
030	Orange County Public Guardian	1,615,162	2,174,036	3,789,198
	Total	1,615,162	2,174,036	3,789,198



## 030 - OC Public Guardian

### Summary of Proposed Budget by Revenue and Expense Category:

Revenues/Appropriations	FY 2010-2011	FY 2011-2012	FY 2011-2012	FY 2012-2013	Change from FY 2011-2012	
	Actual	Budget As of 3/31/12	Projected <sup>(1)</sup> At 6/30/12	Recommended	Budget Amount	Percent
Revenue from Use of Money and Property	\$ 0	\$ 127,681	\$ 44,893	\$ 80,000	\$ (47,681)	-37.34%
Intergovernmental Revenues	0	642,214	567,992	671,000	28,786	4.48
Charges For Services	0	614,057	1,044,739	1,041,632	427,575	69.63
Miscellaneous Revenues	0	2,000	2,085	2,000	0	0.00
Other Financing Sources	0	2,000	2,000	2,500	500	25.00
<b>Total Revenues</b>	0	1,387,952	1,661,709	1,797,132	409,180	29.48
Salaries & Benefits	0	5,057,813	4,876,024	5,022,141	(35,672)	-0.71
Services & Supplies	0	850,159	727,846	833,435	(16,724)	-1.97
Other Charges	0	7,080	3,656	7,080	0	0.00
Intrafund Transfers	0	(2,269,738)	(1,948,974)	(2,073,458)	196,280	-8.65
<b>Total Requirements</b>	0	3,645,314	3,658,552	3,789,198	143,884	3.95
<b>Net County Cost</b>	\$ 0	\$ 2,257,362	\$ 1,996,843	\$ 1,992,066	\$ (265,296)	-11.75%

(1) Requirements include prior year encumbrance and expenditures. Therefore, the above totals may not match FY 2011-12 projected requirements included in "At a Glance" (Which exclude these).

Columns may not total correctly due to rounding.

### Proposed Budget Summary of Admin & Support Services:

Revenues/Appropriations	FY 2010-2011	FY 2011-2012	FY 2011-2012	FY 2012-2013	Change from FY 2011-2012	
	Actual	Budget As of 3/31/12	Projected <sup>(1)</sup> At 6/30/12	Recommended	Budget Amount	Percent
Revenue from Use of Money and Property	\$ 0	\$ 127,681	\$ 44,893	\$ 80,000	\$ (47,681)	-37.34%
MP1NAMETOTAL	0	127,681	44,893	80,000	(47,681)	-37.34
Intergovernmental Revenues	0	642,214	567,992	671,000	28,786	4.48
MP1NAMETOTAL	0	642,214	567,992	671,000	28,786	4.48
Charges For Services	0	614,057	31,650	1,041,632	427,575	69.63
MP1NAMETOTAL	0	614,057	31,650	1,041,632	427,575	69.63
Miscellaneous Revenues	0	2,000	2,085	2,000	0	0.00
MP1NAMETOTAL	0	2,000	2,085	2,000	0	0.00
Other Financing Sources	0	2,000	2,000	2,500	500	25.00
MP1NAMETOTAL	0	2,000	2,000	2,500	500	25.00
Salaries & Benefits	0	2,778,585	4,876,024	2,848,105	69,520	2.50
MP1NAMETOTAL	0	2,778,585	4,876,024	2,848,105	69,520	2.50
Services & Supplies	0	850,159	727,846	833,435	(16,724)	-1.97
MP1NAMETOTAL	0	850,159	727,846	833,435	(16,724)	-1.97

### Proposed Budget Summary of Admin & Support Services:

Revenues/Appropriations	FY 2010-2011	FY 2011-2012	FY 2011-2012	FY 2012-2013	Change from FY 2011-2012	
	Actual	Budget As of 3/31/12	Projected <sup>(1)</sup> At 6/30/12	Recommended	Budget Amount	Percent
Other Charges	0	7,080	3,656	7,080	0	0.00
MP1NAMETOTAL	0	7,080	3,656	7,080	0	0.00
Intrafund Transfers	0	(2,269,738)	(1,948,974)	(2,073,458)	196,280	-8.65
MP1NAMETOTAL	0	(2,269,738)	(1,948,974)	(2,073,458)	196,280	-8.65
<b>Net County Cost</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0.00%</b>

### Proposed Budget Summary of Program Services:

Revenues/Appropriations	FY 2010-2011	FY 2011-2012	FY 2011-2012	FY 2012-2013	Change from FY 2011-2012	
	Actual	Budget As of 3/31/12	Projected <sup>(1)</sup> At 6/30/12	Recommended	Budget Amount	Percent
Charges For Services	\$ 0	\$ 0	\$ 1,013,089	\$ 0	\$ 0	0.00%
MP1NAMETOTAL	0	0	1,013,089	0	0	0.00
Salaries & Benefits	0	2,279,228	0	2,174,036	(105,192)	-4.62
MP1NAMETOTAL	0	2,279,228	0	2,174,036	(105,192)	-4.62
<b>Net County Cost</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0.00%</b>