

**City of Carson City  
Agenda Report**

**Date Submitted:** Jan 11, 2011

**Agenda Date Requested:** 1-20-2011

**Time Requested:** 5 min

**To:** Board of Supervisors

**From:** Alan Glover

**Subject Title:** Discussion and possible action to appoint Deborah Morzoline as the Public Guardian of Carson City for a term of four (4) years at grade, UNC 23.

**Staff Summary:** The retirement of Susan Swensen caused a vacancy in the office of Public Guardian. After reviewing 43 applications and interviewing 9 people, we are recommending Deborah Morzoline.

**Type of Action Requested:** (check one)  
 Resolution  Ordinance  
 Formal Action/Motion  Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to appoint Deborah Morzoline as the Public Guardian of Carson City for a term of four (4) years at grade, UNC 23.

**Explanation for Recommended Board Action:** State law requires each county to have a public guardian. The retirement of Susan Swensen created a vacancy in the office. We are recommending that the Board appoint Ms. Morzoline.

**Applicable Statue, Code, Policy, Rule or Regulation:** NRS 253.150

**Fiscal Impact:** Reduction of \$12,040

**Explanation of Impact:** Ms. Swensen was at the top of her salary bracket.

**Funding Source:** General Fund

**Alternatives:** Appoint another person

**Supporting Material:** Job Application

**Prepared By:** Alan Glover

Reviewed By: *Alan Glover*  
(Department Head)  
*[Signature]*  
(City Manager)  
*[Signature]*  
(District Attorney)  
*Theresa A. Proulx*  
(Finance Director)

Date: 1-11-11  
Date: 1/4/11  
Date: 1/11/11  
Date: 1/11/11

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

**00433 - Public Guardian****Contact Information -- Person ID: 8320107**

Name:	Deborah R Marzoline	Address:	307 Allouette Way #7 Carson City, Nevada 89701
		Email:	Debi1954@aol.com
		Notification Preference:	Email
Home Phone:	(775) 841-4199	Alternate Phone:	(775) 720-2674
Person ID:	8320107	Former Last Name:	
Month and Day of Birth:	11/17		

**Personal Information**

Driver's License:	Yes, Nevada , 0201495609 , Class C
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Bachelor's Degree

**Preferences**

Preferred Salary:	
Are you willing to relocate?	No
Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day , Evening , Night

**Objective****Education**

<b>College</b> <i>University of Nevada Reno</i> 8/2004 - 5/2010 Reno, Nevada	Did you graduate: Yes College Major/Minor: Social Work Degree Received: Bachelor's
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<b>College</b> <i>Western Nevada Community College</i> 11/1998 - 5/2004 Carson City, Nevada	Did you graduate: Yes College Major/Minor: Social Work/Juvenile Justice Degree Received: Associate's
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**Work Experience**

<b>Social Services Program Specialist I</b> 5/2007 - Present	Hours worked per week: 40 Monthly Salary: \$3,919.00 # of Employees Supervised: 8
State of Nevada DHCFF State of Nevada 1100 E. William St Carson City, Nevada 89701 (775) 684-3651	Name of Supervisor: Jennifer Frischmann - Chief, Provider Support May we contact this employer? Yes

**Duties**

I have managed the Medicaid Estate Recovery (MER) program for the past 3 1/2 years. I developed the program to its present form and added 5 positions of recovery staff to investigate and recover from the estates of deceased recipients. Using investigative techniques, I found assets in deceased recipients estates and filed in probate court hearings for the states interest. I worked with the state's Deputy Attorney General staff as our legal representation to place liens on real property and to file legal motions to protect the State of Nevada's interest in those estates. I monitored policy and regulation for changes in federal policy, rules and regulations and wrote policy for any changes to state manuals.

**Reason for Leaving**

Still employed

**AAII/FSSI/FSSII**

7/1998 - 5/2007

State of Nevada DWSS  
State of Nevada DHHS/DWSS  
1470 College Parkway  
Carson City, Nevada 89701  
(775) 684-0800

Hours worked per week: 40

Monthly Salary: \$0.00

Name of Supervisor: Barbara Taylor - Social  
Services Manager 2

May we contact this employer? Yes

**Duties**

I was an eligibility specialist with welfare for a 5+ years and I worked with many different types of clients in Medicaid, TANF, Food Stamp (SNAP) and MAABD programs. I handled a caseload of between 200 and 400 cases. I interviewed clients for services needed and made determinations on eligibility for a variety of programs, which involved verifying assets, resources and expenses for housing in order to determine benefits. My experiences with clients ranged from the birth of the client through many facets of their lives involving disabilities and death.

**Reason for Leaving**

Promotion to Social Services Program Specialist I

**Certificates and Licenses**

Type: Social Work LSW

Number: 5796-S

Issued by: Board of Examiners for Social Workers

Date Issued: 6 /2010 Date Expires: 11 /2011

**Skills**

Office Skills

Typing:

Data Entry:

**Additional Information**

**Volunteer Experience**

I have trained and volunteered with the Carson City CASA program and I did my social work internship of 250 hours with the Carson City Medicaid Office helping clients with services in their homes under both the WIN and Katie Beckett home and community based waivers.

**References**

Professional

**Newbold, Norman**

Healthcare Coordinator II  
1100 E. William St  
Carson City, Nevada 89701  
(775) 684-3634  
[nnewbold@dncfp.nv.gov](mailto:nnewbold@dncfp.nv.gov)

Professional

**Gorden, Michael**

Healthcare Coordinator III  
1030 Bible Way  
Reno, Nevada  
(775) 687-1908  
[mqorden@dncfp.nv.gov](mailto:mqorden@dncfp.nv.gov)

Professional

**Thompson, Patty**

Chief, Auditing

1100 E. William St.  
Carson City, Nevada 89701  
(775) 684-3713

Personal

**Grafton, Glenda**

3744 South Camino Del Golsista  
Green Valley, Arizona 85614  
(775) 220-0518  
[GLGrafton@Charter.net](mailto:GLGrafton@Charter.net)

**Resume**

**Text Resume**

Deborah R. Marzoline  
Licensed Social Worker  
307 Allouette Way #7  
Carson City, NV 89701  
Tel: 775-841-4199  
Cell: 775-720-2674  
Email: Debi1954@aol.com

**EDUCATION**

University of Nevada, Reno, NV Bachelors of Social Work May 2010  
Western Nevada Community College Associate of General Studies, Carson City, NV May 2004

Washington High School, Fremont, CA

**WORK EXPERIENCE**

Division of Health Care Financing and Policy/Medicaid Estate Recovery (05/2007 to Present)  
Medicaid Estate Recovery program manager, responsible for of all probate matters and case management, hiring and supervision of recovery staff and support staff of 8, responsible for updating policy and writing new policy per federal regulations and state laws.

Division of Welfare and Supportive Services (07/1998 to 05/2007)  
Clerical trainee 1998, to supervising of Administrative Assistant I 1998-2002, to Family Services Specialist I/II 2002-2007. Managed a caseload of 200-400 cases in Food Stamps, TANF and Medicaid for Aged, Blind and Disabled clients.

Claridge's LTD Fremont, CA (09/1985 to 09/1997)  
Contract and DMV forms administrator in large, luxury car dealership.

**ADDITIONAL INTERN AND VOLUNTEER EXPERIENCE**

Internship/Field Experience for Social Work

Division of Health Care Financing and Policy/Carson City District Office, NV -Internship 450 hours  
08/2009 - 05/2010  
Michael Gorden, Field Instructor

J. Bernardini Juvenile Detention Center, Carson City, NV- Internship 08/2005 - 12/2005  
John Simms, Field Instructor

CASA - Court Appointed Special Advocate,  
Director, Chris Bayer 2004

Member: National Association of Social Workers 2010

**REFERENCES**

References Attached

**Attachments**