



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: January 3, 2019

Staff Contact: Jean M. Perpich, Public Guardian

Agenda Title: For Presentation Only: To hear the Quarterly Report of the Public Guardian on the progress of the Office of the Public Guardian and the status of open cases of protected persons.

Staff Summary: The Public Guardian reports to the Board of Supervisors on a quarterly basis to give the public and the Board a status report on the operations of the Office of the Public Guardian and the status of open cases of protected persons under the Guardian's care.

Agenda Action: Other/Presentation

Time Requested: 5 minutes

Proposed Motion

N/A

Board's Strategic Goal

Quality of Life

Previous Action

Prior Quarterly Report

Background/Issues & Analysis

The Board appointed Jean Perpich as the Public Guardian for Carson City in September of 2018. Since then, Ms. Perpich has been streamlining the operations of the Guardian's office. Changes to accomplish this goal include:

- transitioning from manual bill pay to online and automatic electronic bill pay;
- updating the office's standard operating procedures manual;
- creating office desk manuals for all positions for succession planning and easy onboarding of personnel and volunteers;
- streamlining the case management, end of life, and estate planning processes;
- creating heightened community interest in order to forge lasting stakeholder relationships;
- reviewing new legal procedures for guardians with the help of the District Attorney's office and the Public Guardian's outside legal counsel in order to be in full compliance;
- attending industry conferences and other educational opportunities;
- engaging volunteers to help with office ministerial tasks;
- cleaning and reorganizing the Pubic Guardian office in order to create more space and a better working environment;
- onboarding new case manager/Deputy Public Guardian.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapters 159 and 253; CCMC 2.04.400

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number:

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: N/A

Alternatives

N/A

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

PUBLIC GUARDIAN'S OFFICE
OPERATIONS AND STATUS OF CASES
QUARTERLY REPORT FOR BOS 12/24/2018

Number of Full Time Employees:	2
Social Work/Finance Interns:	0 – In process
Appropriate Referrals Per Quarter:	2

Number of Protected Persons at Facilities, at Home, Out-of-State, and Other

Skilled Nursing/ Assisted Living:	56
In Own Home:	1
Motel:	1
Group Home:	5
Out-of-State Placement:	6
Deceased Cases Not Closed:	14
Dropped Cases:	N/A
Pending Cases:	N/A
Fees Collected 11/01/18 to present:	N/A
Number of clients	69

Thanks to everyone in our community!

NAME	DOB	Order for Fees	Burial Plan
Protected Person	NEW		
Protected Person	1/14/1942		
Protected Person	NEW		Autumn
Protected Person	10/1/1940	\$360.00	Autumn
Protected Person	11/1/1947	\$360.00	Autumn
Protected Person	11/27/1940	\$360.00	Autumn
Protected Person	4/3/1956		Autumn
Protected Person	5/9/1948		
Protected Person	6/3/1926		Autumn
Protected Person	11/29/1929	\$360.00	N/A
Protected Person	9/15/1950	Annual	Autumn
Protected Person	4/29/1940	\$360.00	Autumn
Protected Person	9/14/1935	\$360.00	N/A
Protected Person	2/7/1945	N/A	Autumn
Protected Person	5/8/1942	N/A	N/A
Protected Person	2/29/1976	N/A	Autumn
Protected Person	3/26/1932		N/A
Protected Person	9/22/1948		Autumn
Protected Person	5/22/1950		Autumn
Protected Person	8/4/1938		Autumn
Protected Person	12/19/1936		Autumn
Protected Person	2/25/1970	\$360.00	Autumn
Protected Person	6/23/1951		N/A
Protected Person	9/27/2007	\$360.00	N/A
Protected Person	5/28/2004		N/A
Protected Person	11/8/1948		N/A

Protected Person	11/2/1958	\$360.00	Autumn
Protected Person	8/11/1980		Autumn
Protected Person	8/19/1946		Autumn
Protected Person	3/11/1948		N/A
Protected Person	NEW		NA
Protected Person	4/30/1992	\$360.00	Autumn
Protected Person	1/1/1960	\$360.00	Autumn
Protected Person	8/9/1935	\$360.00	Autumn
Protected Person	5/26/1953	\$360.00	Atmn
Protected Person	3/6/1940		Autumn
Protected Person	NEW		N/A
Protected Person	8/22/1954		Autumn
Protected Person	5/20/1942	\$300.00	Autumn
Protected Person	2/9/1950	\$360.00	Autumn
Protected Person	1/13/1929	\$360.00	Autumn
Protected Person	5/4/1977		N/A
Protected Person	8/24/1953		N/A
Protected Person	6/18/1923		N/A
Protected Person	5/5/1953	\$360.00	N/A
Protected Person	3/21/1938		Autumn
Protected Person	2/28/1926		Autumn
Protected Person	11/15/1925	N/A	Autumn
Protected Person	5/15/1948	\$360.00	Autumn
Protected Person	3/29/1947		Autumn
Protected Person	2/28/1944	\$360.00	Autumn
Protected Person	5/26/1927	\$360.00	N/A
Protected Person	6/11/1929		Autumn
Protected	7/11/1937	\$360.00	Autumn

Person			
Protected Person	11/6/1989		N/A
Protected Person	3/26/1921	\$360.00	Autumn
Protected Person	7/18/1970	\$360.00	Autumn
Protected Person	12/8/1936	\$360.00	FTZHRY
Protected Person	9/12/1943		Autumn
Protected Person	3/10/1994	\$360.00	Autumn
Protected Person	2/25/1940		N/A
Protected Person	NEW	\$360.00	
Protected Person	3/30/1928	\$360.00	Autumn
Protected Person	3/16/1948		N/A
Protected Person	3/6/1986		Autumn
Protected Person	3/8/1981	\$360.00	Autumn
Protected Person	2/12/1950	\$360.00	N/A
Protected Person	5/11/1951		N/A
Total: 69 Protected Persons			
Deceased	DOB		
protected person			
protected person	11/5/1951		
protected person	4/18/1945		
protected person	1/11/1950		
protected person	5/28/2004		
protected person	5/18/1927		
protected person	8/17/1937		
protected person	9/25/1956		
protected person	6/29/1925		
protected person	8/4/1927		
protected person	3/13/1924		
protected person	7/27/1927		
protected person	8/17/1951		
protected person	12/3/2004		
Total: 14 Protected Persons			