



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: September 6, 2018

Staff Contact: Nancy Paulson, Interim City Manager

Agenda Title: For Possible Action: To appoint Jean Perpich as the Public Guardian for a four-year term beginning on September 7, 2018 until September 7, 2022 and to set the starting compensation at \$75,000 per year. (Nancy Paulson, npaulson@carson.org)

Staff Summary: Nevada Revised Statutes (NRS) 253.150 requires the Board of Supervisors to establish the office of public guardian and to appoint a public guardian to serve at the pleasure of the Board for a term of four years. After reviewing the applications for the position and interviewing several applicants, the Interim City Manager is recommending the appointment of Jean Perpich for the four-year term beginning on September 7, 2018.

Agenda Action: Formal Action/Motion

Time Requested: 15 minutes

Proposed Motion

I move to appoint Jean Perpich as the Public Guardian for a four-year term beginning on September 7, 2018 until September 7, 2022 and to set the starting compensation at \$75,000 per year.

Board's Strategic Goal

Efficient Government

Previous Action

Deborah Marzoline was reappointed to the Public Guardian position on January 5, 2015 by the Board of Supervisors. Ms. Marzoline retired on August 3, 2018. The Board of Supervisors appointed Adriana Fralick, Interim Deputy City Manager, as the acting Public Guardian on August 2, 2018 with the appointment beginning on August 4, 2018.

Background/Issues & Analysis

NRS 253.150 requires the Board of Supervisors to establish the office of public guardian and to appoint a public guardian to serve at the pleasure of the Board for a term of four years. The former Public Guardian for Carson City retired on August 3, 2018. Since then, Interim Deputy City Manager Adriana Fralick has been serving as the acting Public Guardian pursuant to her appointment by the Board. Interviews for Public Guardian were held by the Public Guardian Selection Panel.

This agenda item is to appoint Jean Perpich as the Public Guardian as recommended by the Selection Panel, beginning September 7, 2018 until September 7, 2022 and to set the starting compensation at \$75,000 per year.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 253.150

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: General Fund/Public Guardian Department 101-0217-413

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: Budgeted position/ \$75,000 plus benefits

Alternatives

In accordance with NRS 253.150, the Board of Supervisors is responsible for the appointment of the Public Guardian. The Board of Supervisors may appoint another qualified person, designate an elected or appointed county officer as the ex officio public guardian, designate another county officer to execute the powers and duties of the public guardian, contract with a private professional guardian to act as public guardian, or contract with a neighboring county in the same judicial district to provide the services to Carson City.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

[Nev. Rev. Stat. Ann. § 253.150](#)

This document is current through all 608 Chapters of the Seventy-Ninth Regular Session (2017).

Nevada Revised Statutes Annotated > Title 20. Counties and Townships: Formation, Government and Officers. (Chs. 243 — 260) > Chapter 253. Public Administrators and Guardians. (§§ 253.010 — 253.250) > Public Guardians. (§§ 253.150 — 253.250)

253.150. Establishment of office by county commissioners; appointment, designation or contract; compensation.

1. The board of county commissioners of each county shall establish the office of public guardian.
2. The board of county commissioners shall:
 - (a) Appoint a public guardian, who serves at the pleasure of the board, for a term of 4 years from the day of appointment;
 - (b) Designate an elected or appointed county officer as ex officio public guardian;
 - (c) Pursuant to the mechanism set forth in [NRS 244.1507](#), designate another county officer to execute the powers and duties of the public guardian;
 - (d) Except in a county whose population is 100,000 or more, contract with a private professional guardian to act as public guardian; or
 - (e) Contract with the board of county commissioners of a neighboring county in the same judicial district to designate as public guardian the public guardian of the neighboring county.
3. The compensation of a public guardian appointed or designated pursuant to subsection 2 must be fixed by the board of county commissioners and paid out of the county general fund.
4. As used in this section, "private professional guardian" has the meaning ascribed to it in [NRS 159.024](#), and section 9 of this act, except that the term does not include:
 - (a) A banking corporation, as defined in [NRS 657.016](#), or an organization permitted to act as a fiduciary pursuant to [NRS 662.245](#) if it is appointed as guardian of an estate only.
 - (b) A trust company, as defined in [NRS 669.070](#).
 - (c) A court-appointed attorney licensed to practice law in this State.
 - (d) A trustee under a deed of trust.
 - (e) A fiduciary under a court trust.

History

1977, p. 486; [1989, ch. 485](#), § 6, p. 1041; [2003, ch. 142](#), § 2, p. 804; [2007, ch. 467](#), § 9, p. 2489; [2009, ch. 164](#), § 7, p. 593; [2015, ch. 409](#), § 52.3, p. 2370; [2017, ch. 172](#), § 199, p. 892.

Annotations

Notes

Amendment Notes

The 2007 amendment, effective October 1, 2007, substituted “each county shall” for “any county may” in subsection 1; in subsection 2, substituted “shall” for “may” in the introductory language and inserted subdivisions 2(c) and 2(d); added subsection 4; and made related changes.

The 2009 amendment, effective July 1, 2009, added (2)(c) and redesignated former (2)(c) and (2)(d) as (2)(d) and (2)(e).

The 2015 amendment, effective January 1, 2016, rewrote the introductory language of (4), which read: “As used in this section, ‘private professional guardian’ means a person who receives compensation for services as a guardian to three or more wards who are not related to the person by blood or marriage. The term does not include”; deleted (4)(a), which read: “A governmental agency”; redesignated former (4)(b) through (4)(d) as (4)(a) through (4)(c); added (4)(d) and (4)(e); and made a stylistic change.

The 2017 amendment by ch. 172, effective July 1, 2017, added “and section 9 of this act” in the introductory language of (4).

Nevada Revised Statutes Annotated
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End of Document

00433 - Public Guardian

Contact Information -- Person ID: 21853948

Name:	Jean M Perpich	Address:	PO BOX 4257 Carson City, Nevada 89702 US
Home Phone:	775-721-5326	Alternate Phone:	775-886-4230
Email:	perpichjean2020@gmail.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	05/

Personal Information

Driver's License:	Yes, Nevada , 0204069700 , 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?	Technical College

Preferences

Types of shifts you will accept:	Day , Evening , Night , Rotating , Weekends , On Call (as needed)
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Objective

My leadership endeavors to foster a team environment in which all team members can reach their highest potential, both as team members and people.

Education**Professional**

Gemological Institute of America GIA
<http://www.gia.edu/gem-education?gclid=COXJt6-Tz8gCFdcYgQod1kcHKA>
 1/1996 - 10/2015
 Pittsburgh, Pennsylvania

Did you graduate:	Yes
College Major/Minor:	Diamonds, Diamond grading, Colored Stones, Colored Stone Grading,
Degree Received:	Professional

Professional

NGA National Certified Master Guardian-2015
 1/2015 - 1/2015
 Carson City, Nevada

Did you graduate:	Yes
College Major/Minor:	Guardian Standards of Care
Degree Received:	Professional

Professional

Community College of Allegheny County
 ccac.com
 9/1997 - 5/2007
 West Mifflin, Pennsylvania

Did you graduate:	No
College Major/Minor:	General
Degree Received:	No Degree

Work Experience**Sr. Business Specialist**

5/2011 - Present

Wells Fargo Bank
 wells Fargo.com
 2424 S. CARSON ST
 Carson City, Nevada 89701
 7757215326

Hours worked per week:	40
Monthly Salary:	\$5,000.00
# of Employees Supervised:	0
Name of Supervisor:	Kathleen McFall - Mgr
May we contact this employer?	No

Duties

- Proven track record of leading planning and financial strategies, commercial lending, documentation, review experienced, Attentive to detail and accuracy. Medallion Officer. S.A.F.E. Mortgage Licensing, Regional Acquisition Officer studied for State Life Insurance, Treasury Management.
- Recognized for interpersonal skills with customer's co-workers. Flexible. Received accolades for exceeding customer needs and expectations, numerous awards from service partners for assisting with the Principles and practices of estate assets accounting and money management, including prudent investment. Commitment to community and client service excellence.
- Builds long-term relationships with existing and new Wells Fargo high value business stakeholders and leaders in NV market including the EPCN (Estate Planning Council NV)
- Acquisition of fiduciary and trust manager's portfolios, Trust account specialist/compliance. Schedules and coordinates activities with service providers and partners, conducts educational seminars and events in the community.

Reason for Leaving

looking for opportunity in my field of study, National Certified Guardian

Owner

10/1998 - Present

JMDiamonds
po box 4257
Carson City, Nevada 89702
775-721-5326

Hours worked per week: 40

Monthly Salary: \$1.00

of Employees Supervised: 0

Name of Supervisor: Jean M. Perpich - owner

May we contact this employer? Yes

Duties

Design, repair and appraisal of fine jewelry, direct and personal service researching background material. Searching files, documents, or other sources for information. Administration both oral and written communication, Ability to demonstrate standards of accuracy, consistency and professionalism in performance. Use of time management skills and ability to set priorities, proactive problem solving, records management and accounting principles, project management, Internet sales, assisting individuals in resolving problems. Purchasing and distribution, negotiated contracts with vendors.
Rentals, Lyft and Uber.

Reason for Leaving

Still involved in Jewelry repairs or grading, rental properties,

Senior FSC II

3/2004 - 5/2011

PNC BANK
pnc.com
600 Grant St
Pittsburgh, Pennsylvania 15219
8007622265

Hours worked per week: 40

Monthly Salary: \$3,450.00

of Employees Supervised: 20

Name of Supervisor: Debra Madigan - avp

May we contact this employer? Yes

Duties

- Leadership experience supervising, directing, training and mentoring teams. Maintaining security or confidentiality of records, equipment and computer access. Promotes and monitors the production workflow developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures. Independently identifies and resolves exceptions.
- ACLS and ACBS Loans, Ability to discuss business cycles, cash flow, business and personal financial statements, tax returns, Commercial bank, Treasury Management Service & Sales.
- Lead Corporate Financial Services of a critical operational support service, Business Banking Tier II clients 2 to 100 million, financial consultant, licensed and bonded, capability within an operational unit and ensures performance and risk indicators are met.
- CVM escalated issue resolution management. MIS, ABAP, SAP, DBA/QSM principles, adaptability

to learn new technology, forecasting, knowledge of the principles, methods, and tools of quality assurance, ensure that a project, system, or product fulfills requirements and standards used for risk assessment and mitigation, including assessment of failures and their consequences.

Reason for Leaving

Moved to be near family

**Financial consultant lead, Corporate
HQ Pgh PA**
3/2004 - 5/2011

Hours worked per week: 40
Monthly Salary: \$0.00
May we contact this employer?

PNC Bank
Pittsburgh, Pennsylvania

Duties

Corporate Financial Services, Business Banking, Consumer, Client Management Escalations, Lead, ACBS/ACLS, Financial Consultant, Licensed and Bonded, Business Banking Tier II, leadership experience supervising directing customers, issues, questions, complaints to the appropriate person or place., ACLS and ACBS Loans, Ability to discuss business cycles, cash flow, business and personal financial statements, tax returns, Treasury Management, Service & Sales. CVM escalated issue resolution management. Oral and written communication. I have led and worked on multiple projects to improve efficiency. Maintaining security or confidentiality of records, equipment, or computer access. Using computer systems to access, update, or retrieve data, files other information. Knowledge of the principles, methods, and tools of quality assurance, quality control, and reliability used to ensure that a project, system, or product fulfills requirements and standards. Knowledge of the principles, methods, and tools used for risk assessment and mitigation, including assessment of failures and their consequences.

Reason for Leaving

Moved.

**International Sales & Service Call
Center Manager**
10/1999 - 2/2003

Hours worked per week: 40
Monthly Salary: \$3,333.00
of Employees Supervised: 1500
Name of Supervisor: Soria - partner/owner
May we contact this employer? Yes

EchoStar Corporation
dishnetwork.com
90 Inverness Cir E
Littleton, Colorado 80112
855-407-6838

Duties

- National Client Services and Sales Manager up to 1500 employees; embedding mission, vision and values into employee culture, including international services in 14 languages.
- Managing start-up, high growth and mature corporate lifecycles. Received rapid promotions and raises to Coach then Manager for new International CSC in over 14 Languages.
- Slashed payroll/benefits administration costs 30% by payroll audit procedures, while ensuring the continuation and enhancements of services.
- In depth experience managing a complex outsourcing/ off shoring, risk and compliance considerations, control reviews and process, providing information on organizational policies or procedures, security, governing, financial structuring, planning and implementation.

Reason for Leaving

opportunities.

Certificates and Licenses

Type: National Certified Guardian

Number: 2014CGC

Issued by: CGC Center for Guardianship Certification

Date Issued: 7 /2014 Date Expires: 3 /2017

Skills

Office Skills

Typing: 40

Data Entry: 0

Additional Information

Clinical Experience

Fiduciary Services. experience in Trust, Trust management, estate planning, EPCN Estate and Trust Association Carson City, NV, with legal members informing us as to current industry concerns and legal issues. Advanced knowledge which enables conservators and fiduciaries of quality services to ensure that wards are provided respect, due process, rights, and dignity in guardianship, protecting incapacitated adults. Cooperates with other organizations such as the National Academy of Elder Law Attorneys, the American Bar Association, the National College of Probate Judges, and AARP, to affect positive change in guardianship policy, understands fiduciary responsibilities, probate, conservatorships, wills, trusts, special needs trust and estate planning, letters of authority, affidavits.

Volunteer Experience

C.F.U. CGC Center for Guardianship Certification, NGA National Guardianship Association member, Chamber

Ambassador and Leadership Graduate Gemological Institute of America: Alumni JBT Jewelers Board of Trade;

Toastmasters member and speaker, innovators network, LGBTQ Pride Reno ally.

COMMUNITY Opportunity International; Epilepsy Foundation of America, NAMI; Carson City Chamber Ambassador

and Leadership Graduate; Kiva, Seroptimist International., United We Serve, Hands on Banking. F.I.S.H. (friends in

service helping others), CASA, Downtown 20/20; NV Pride Reno ally; AJGA American Junior Golf Association,

Epilepsy Foundation of America, Community CVM performance awarded. Serves on various boards and volunteer organizations.

References

Personal

Henderson, Kathleen

personal

Carson City, Nevada 89706

310-748-2168

hendersen@sbcglobal.net

Professional

Hosig, Thierry

Nuclear Operations

pob 64

dayton, Nevada 89403

760-415-0505

diverdown45@yahoo.com

Professional

quell, renee

retired
 1 century dr
 carson city, Nevada 89706
 775-530-3941
reneequelldoesnotemail@gmail.com

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
JEANMPERPICH7-2017 (2).docx	JEANMPERPICH7-2017 (2).docx	Resume	Job Seeker

Agency-Wide Questions

1. Q: Have you been previously employed by Carson City?

A: No

2. Q: Are you related to a current or former employee of Carson City?

A: No

3. Q: If you stated "yes" to the above question, please state the employee's name and the department for which they work.

A: N/A

4. Q: How did you learn of this vacancy?

A: City of Carson City Web Site
 Other

5. Q: Are you a veteran who has been honorably discharged from the United States military? If so, please attach a copy of your DD-214 "Certificate of Release or Discharge from Active Duty" to your application at time of submittal.

A: No

6. Q: Are you a resident of the State of Nevada?

A: Yes

7. Q: By clicking on the "yes" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that all offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing, verbal statements may not be relied upon. Employment is "at-will", unless specifically stated otherwise. "At will" means Carson City may terminate my employment at any time, with no advance notice, and for any reason or no reason. I understand that if I am asked, I will have to verify any and all information given on this application. I understand that this application is the property of Carson City and will not be returned. If I am hired, the application will become part of my personnel file. I authorize Carson City to investigate my background by contacting my references and to make an independent investigation of any character, conduct and employment records; including, but not limited to, criminal and traffic records. I hereby release all employers, schools, or persons from all liability in responding to inquiries in connection with my application. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment, regardless of length of employment. I will be required to submit to a criminal background check. I may be required to submit to a pre-employment drug and/or alcohol test. I understand that if I am hired into a sworn position with the Fire Department or an FTA/FMCSA covered position, I will be subject to random drug and/or alcohol testing. I may be required to participate in a written examination, oral examination, medical examination and/or any other examination

deemed necessary by the Department/Office to determine if I meet the minimum qualifications of the position. I understand that I must notify Human Resources of any changes in my name, address, or phone number. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Carson City participates in E-Verify.

A: Yes

Supplemental Questions

1. Q: I acknowledge and accept that by submitting this application, I understand the information in this application along with any other supporting documentation that I submit will become a public record and thereby be available to the public including being posted on the Carson City webpage. I understand that this is a Board of Supervisor appointment. If selected as a final candidate, my interviews will be conducted in public meetings. Some of the meetings may be broadcasted on public access television via the cable television system and/or the internet via Carson City's website. I further understand that at the public meetings, the interview panel members and/or the Board of Supervisors may consider my character, conduct and professional competence. I waive any and all rights to further notice of the public postings of information, notices of the fact that the interviews will be held in public meetings, what may be discussed at the meetings, including, without limitation, any notices that may be required by the Nevada Open Meeting law, specifically Nevada Revised Statutes Chapter 241, and I hereby consent to these actions. Do you agree to the terms and conditions set forth above?
Note: If you select "No" please do not submit your application for consideration, as the information contained in the application and any supplemental information you provide will be subject to public disclosure.

A: Yes

2. Q: I acknowledge and accept that if offered employment, my offer of employment will be contingent upon passing a fingerprint based background check, a credit report check and a drug screen. The waivers for the background checks will be provided to me before being asked to submit to the screenings. Do you understand and accept the terms outlined above?

A: Yes

3. Q: Do you have a valid driver's license?

A: Yes

4. Q: Are you a certified guardian with the National Guardianship Association?

A: Yes

5. Q: Do you have a bachelor's degree in business or public administration, social science, behavior science or a related field? If so, please list the degree.

A: no

6. Q: Do you have four years of full-time professional experience in either asset management and distribution or social service delivery, one year of which was in a supervisory role? If yes, please explain. Do not answer this question by stating "see resume".

A: Yes. 20 plus years in a supervisory role in financial services and various other organizations including board service in multiple organizations that focus on asset management and social services delivery and or education.

JEAN M PERPICH
Jean.M.Perpich@wellsfargo.com
Mobile: 775-721-5326

The single overriding purpose of every person on your team is to serve, solve and delight. My goal is to obtain a challenging position with a market leader that utilizes my experience in Business Development, Finance, Trust administration, Treasury management, Community Relations and team building.

Work History

WELLS FARGO BANK: Senior Business Specialist
2011 to Present

Carson City, NV 89701 May

- Proven track record of leading planning and financial strategies, commercial lending, documentation, review experienced, Attentive to detail and accuracy. Medallion Officer. S.A.F.E. Mortgage Licensing, Regional Acquisition Officer studied for State Life Insurance, Treasury Management.
- Recognized for interpersonal skills with customer's co-workers. Flexible. Received accolades for exceeding customer needs and expectations, numerous awards from service partners for assisting with the Principles and practices of estate assets accounting and money management, including prudent investment. Commitment to community and client service excellence.
- Builds long-term relationships with existing and new Wells Fargo high value business stakeholders and leaders in NV market including the EPCN (Estate Planning Council NV)
- Acquisition of fiduciary and trust manager's portfolios, Trust account specialist/compliance. Schedules and coordinates activities with service providers and partners, conducts educational seminars and events in the community.

PNC BANK: Senior FSC II
May 2011

Pittsburgh, PA 15025 March 2004 to

- Leadership experience supervising, directing, training and mentoring teams. Maintaining security or confidentiality of records, equipment and computer access. Promotes and monitors the production workflow developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures. Independently identifies and resolves exceptions.
- ACLS and ACBS Loans, Ability to discuss business cycles, cash flow, business and personal financial statements, tax returns, Commercial bank, Treasury Management Service & Sales.
- Lead Corporate Financial Services of a critical operational support service, Business Banking Tier II clients 2 to 100 million, financial consultant, licensed and bonded, capability within an operational unit and ensures performance and risk indicators are met.
- CVM escalated issue resolution management. MIS, ABAP, SAP, DBAQSM principles, adaptability to learn new technology, forecasting, knowledge of the principles, methods, and tools of quality assurance, ensure that a project, system, or product fulfills requirements and standards used for risk assessment and mitigation, including assessment of failures and their consequences.

JEAN M PERPICH
Jean.M.Perpich@wellsfargo.com
Mobile: 775-721-5326

EchoStar Communications:
2003

Littleton, CO. Oct 1999 to Feb

International Sales & Service Call Center Manager

- National Client Services and Sales Manager up to 1500 employees; embedding mission, vision and values into employee culture, including international services in 14 languages.
- Managing start-up, high growth and mature corporate lifecycles. Received rapid promotions and raises to Coach then Manager for new International CSC in over 14 Languages.
- Slashed payroll/benefits administration costs 30% by payroll audit procedures, while ensuring the continuation and enhancements of services.
- In depth experience managing a complex outsourcing/ off shoring, risk and compliance considerations, control reviews and process, providing information on organizational policies or procedures, security, governing, financial structuring, planning and implementation.

EDUCATION

NGA National Certified Master Guardian- 2015

Advanced knowledge which enables conservators and fiduciaries of quality services to ensure that wards are provided respect, due process, rights, and dignity in guardianship, protecting incapacitated adults. Cooperates with other organizations such as the National Academy of Elder Law Attorneys, the American Bar Association, the National College of Probate Judges, and AARP, to affect positive change in guardianship policy, understands fiduciary responsibilities, probate, conservatorships, wills, trusts, special needs trust and estate planning, letters of authority, affidavits.

*** GIA Gemological Institute of America. 1999 Pittsburgh Master Jeweler**

Diamond and colored stone grading for largest design and repair Shoppe in the Pittsburgh Market. Inspecting finished and process designs of fine jewelry. Responsible for insuring inventory control, cost estimation and valuation, estimate time for special projects and costs, purchase supplies, work with vendors to ensure the highest quality standards are in effect. Business acquisition.

Extensive Leadership classes, webinars and continual reading and self-instructed learning.

AFFILIATIONS

C.F.U. CGC Center for Guardianship Certification, NGA National Guardianship Association member, Chamber Ambassador and Leadership Graduate Gemological Institute of America: Alumni JBT Jewelers Board of Trade; Toastmasters President and speaker, innovators network, LGBTQ Pride; Latino; Asian Reno ally; CTHS Carson Tahoe Hospital strategy and finance committee. SCORE mentor. Co-Chair Wells Fargo Bank WTMN Woman's Team Member Network N NV.

COMMUNITY Opportunity International; Epilepsy Foundation of America, NAMI; Carson City Chamber Ambassador and Leadership Graduate; Kiva, Seroptimist International., United We Serve, Hands on Banking. F.I.S.H. (friends in service helping others), CASA, Downtown 20/20; NV Pride Reno ally; AJGA American Junior Golf Association, Epilepsy Foundation of America, Community CVM performance awarded. Serves on various boards and volunteer organizations.

SKILLS Act! Symantec; ACLS and ACBS lending systems; Adobe Acrobat; Brixton; CATS 11; Centerview; CRM Customer Relationship Management; Dragon Naturally Speaking; E-talk; Excel; HP; Kronos; Lotus office; Microsoft Office; Power Point; Oracle; Spreadsheets; Quick Books; Quicken; TCS; Teknion.