



Agenda Date: 12/12/2006
Agenda Placement: 6A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Alice Hughey for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Budget transfer for the Public Guardian/Public Conservator Division

RECOMMENDATION

Director of Health and Human Services requests approval of Budget Transfer No. 30 increasing appropriations by \$15,000 in the Public Guardian/Public Conservator budget with offsetting revenues from client accounts for the payment of emergency conservatees' expenses. (4/5 vote required)

EXECUTIVE SUMMARY

Approval of the requested action will increase the Public Guardian's budgeted appropriations for the emergency needs of conservatees. The increase is needed to enable the Assistant Public Guardian to continue covering conservatees' needs when the conservatee's funds are not immediately available. Offsetting revenues come from client accounts.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Emergency expenditures paid on behalf of conservatees are reimbursed from conservatees' accounts when the funds become available.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This is a discretionary activity in that there is no mandate to increase the budget. Emergency expenditures on behalf of conservatees have increased, and this increase in the expenditure and revenue budget line items is necessary to accommodate the level of client activity this year. Without this increase, certain payments on behalf of conservatees may not be made (e.g.,

	insurance payments), thereby possibly increasing the County's liability.
Is the general fund affected?	No
Future fiscal impact:	HSA will appropriate funds for conservatee expenses necessary to cover anticipated usage.
Consequences if not approved:	If this action is not approved, there will not be sufficient spending authority in the Public Guardian budget for the remainder of the fiscal year.
Additional Information:	The conservatee's emergency needs are not directly charged to the Public Guardian's budget. The Board authorized the establishment of a revolving fund for this very purpose. The revolving fund is re-funded for the specific expenditure(s) when a conservatee's funds become available.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Approval of Budget Transfer No. 30 will increase spending authority to enable payments to be made on behalf of conservatees. Revenues also will be correspondingly increased to provide for the transfer of revenue from clients' accounts to reimburse the particular expense. The Public Guardian needs the increase in budgeted appropriations for the purpose of reimbursing its revolving fund, which is used when it pays client expenses in situations that include but are not limited to the following examples:

1. A new conservatee has let his/her homeowner's insurance lapse but does not have the funds available to reinstate the policy. If something happens to the house, or someone is injured on the premises without insurance, the County may be held liable as the responsible party for the conservatee and his/her estate.
2. A conservatee is placed in a care facility and funds are not available until the sale of the conservatee's residence.
3. A proposed conservatee is placed in a care facility prior to the County's appointment as conservator and the County does not have access to the individual's accounts until the conservatorship has been established.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita