

January 27, 2009

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

RE: Contract with Chinello and Mandell for consultant services related to the Office of the Public Guardian (\$55,000) (NEW)

Dear Board Members:

RECOMMENDATION:

1. Approve the proposed contract with Chinello/Mandell for consultant services related to the Office of the Public Guardian.

SUMMARY: The Office of the Public Guardian serves as official guardians or conservators, at the direction of the Superior Court, for adults who are unable to provide for their needs because of physical or mental disabilities. The Office of the Public Guardian is part of the Department of Health and Human Services. Currently, the Director of Health and Human Services is the appointed Public Guardian; the day-to-day handling of the Public Guardian's Office is managed by an employee serving under the Director of HHS.

The Office of Public Guardian is responsible for a number of individuals and their property and, as such, represents a significant responsibility for HHS and the County. The proposed contract will enable HHS to ensure that all practices are sufficient and according to current fiduciary standards. Through an analysis of the current workload and procedures, the consultant will also enable HHS to determine if the Office is appropriately staffed; if resources are being applied to the County's maximum advantage, and to ensure that the Office is not "reinventing the wheel" in its efforts to develop and apply policies, procedures, and practices.

COMMUNITY BENEFIT: The Office of Public Guardian has broad responsibilities that include the management of individual's assets and finances as well as the overall responsibility for the welfare of adults who are unable to fully care for themselves. The proposed action recognizes the importance of this Office, and the liability that its operations present for the County, by ensuring a comprehensive review of its oversight, accountability, and management for the Office.

FISCAL IMPACT: Approval of this resolution would have no effect on net county costs.

Respectfully submitted,

Larry Meredith, PhD
Director