



# COUNTY OF YOLO

Office of the County Administrator

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County Administrator

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To: Honorable Sonia Cortés  
Superior Court of California, County of Yolo  
1000 Main Street  
Woodland, CA 95695

December 15, 2020

To: Yolo County Grand Jury  
P.O. Box 2142  
Woodland, CA 95776

via e-mail: [grandjury@yolocounty.org](mailto:grandjury@yolocounty.org)

RE: 2019-2020 Yolo County Grand Jury Report: Reorganization of the Public Guardian and Public Administrator: Needed Change and Continuing Challenges

Honorable Sonia Cortés:

The following is the response to the findings and recommendations in the 2019-2020 Yolo County Grand Jury Report titled, "Reorganization of the Public Guardian and Public Administrator: Needed Change and Continuing Challenges" from the Yolo County Board of Supervisors and the Director of the Yolo County Health and Human Services Agency. Response from the Sheriff was sent under separate cover on November 20, 2020.

**F1. Reorganization of the Public Guardian / Public Administrator has improved oversight and brought these offices into compliance with best practices with respect to fiduciary matters.**

Response: The respondents agree with the finding.

Sheriff response under separate cover:

The Sheriff agrees with the finding.

**F2. Caseloads for Conservatorship Officers are too high, leading to excessive employee stress and sub-optimal oversight of conservatees.**

Response: The respondents agree with the finding. With the economic downturn and increased demands on county general fund, increasing conservatorship positions is not an option at this time.

**F3. Recruitment and retention of Conservatorship Officers is an ongoing challenge.**

Response: The respondents agree with the finding.

**F4. Substantial turnover in Conservatorship Officers leads to a repeating cycle where remaining staff are providing training while managing an already overloaded caseload.**

Response: The respondents agree with the finding.

**F5. Public Administrator staffing is adequate for now**

Response: The respondents agree with the finding. The County is committed to implementing an analysis to determine appropriate staffing following the passage of the current COVID-19 pandemic and economic downturn.

Sheriff response under separate cover:

The Sheriff partially agrees with the findings. The Public Administrator section has two positions, which includes one full time Assistant Public Administrator and one full time Deputy Public Administrator. The section also contracts a consultant who provides guidance and assistance on various levels of Public Administrator Functions. Due to budgetary reductions in FY 20-21, the Deputy Public Administrator position is unfunded and will remain vacant for the entire fiscal year. Current staffing levels for the Public Administrator Section would be adequate if both positions were filled.

**F6. Trends indicate the number of people referred to the Public Guardian and Public Administrator will increase.**

Response: The respondents agree with the finding.

Sheriff response under separate cover:

The Sheriff partially agrees with the findings. The Public Administrator statistics for 2017 were 61 cases, 2018 94 cases, 2019 60 cases, and so far in 2020 60 cases with approximately a month and a half to go to the end of the year. There does not seem to be any specific pattern, but numbers do not seem to be going down.

**R1. By June 30, 2021, Yolo County should conduct an analysis to determine appropriate staffing for the Office of the Public Guardian and the Office of the Public Administrator in the immediate and longer term (three to five years).**

Response: This recommendation has not yet been implemented, but the County is committed to implementing an analysis following the passage of the current COVID-19 pandemic and economic downturn.

Sheriff response under separate cover:

The Sheriff agrees with the finding. The Sheriff's Office does not conduct staffing analysis, but would ask that Yolo County Human Resources conduct the analysis.

- R2. By June 30, 2021, the Public Guardian should develop internship opportunities with area colleges and universities to cultivate a pool of Conservatorship Officer applicants.**

Response: This recommendation has been implemented. The Yolo County Health and Human Services Agency provided a Public Guardian internship opportunity to a California State University, Sacramento social work student in the 2019-2020 school year and again in the 2020-2021 school year. Interns are not deputized and so cannot carry caseloads or make decisions for conservatees however, it is intended that these internships will cultivate a pool of Conservatorship Officer applicants.