

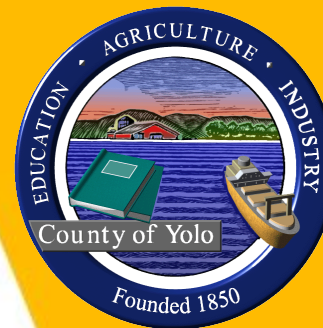
# **Public Guardian Staffing Update**

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**Yolo County Health and  
Human Services Agency**

**Nolan Sullivan  
Director**

# Public Guardian Staffing Background:



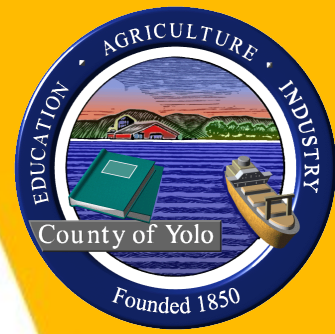
The Adult and Aging Ad Hoc has been tasked with studying staffing, caseload standards, and recommendations for the County's Public Guardian Program.

CAO and HHS staff analyzed and presented recommendations to the Ad Hoc for inclusion in the 24/25 adopted budget process.

Priorities include:

1. Staff to **Active Case** Standard Ratio of 30 per worker.
2. Closing **Open Case** backlog. Currently 82 Cases.
3. Program planning and preparation for **SB43** (2026) and **CARE Act** (2025).

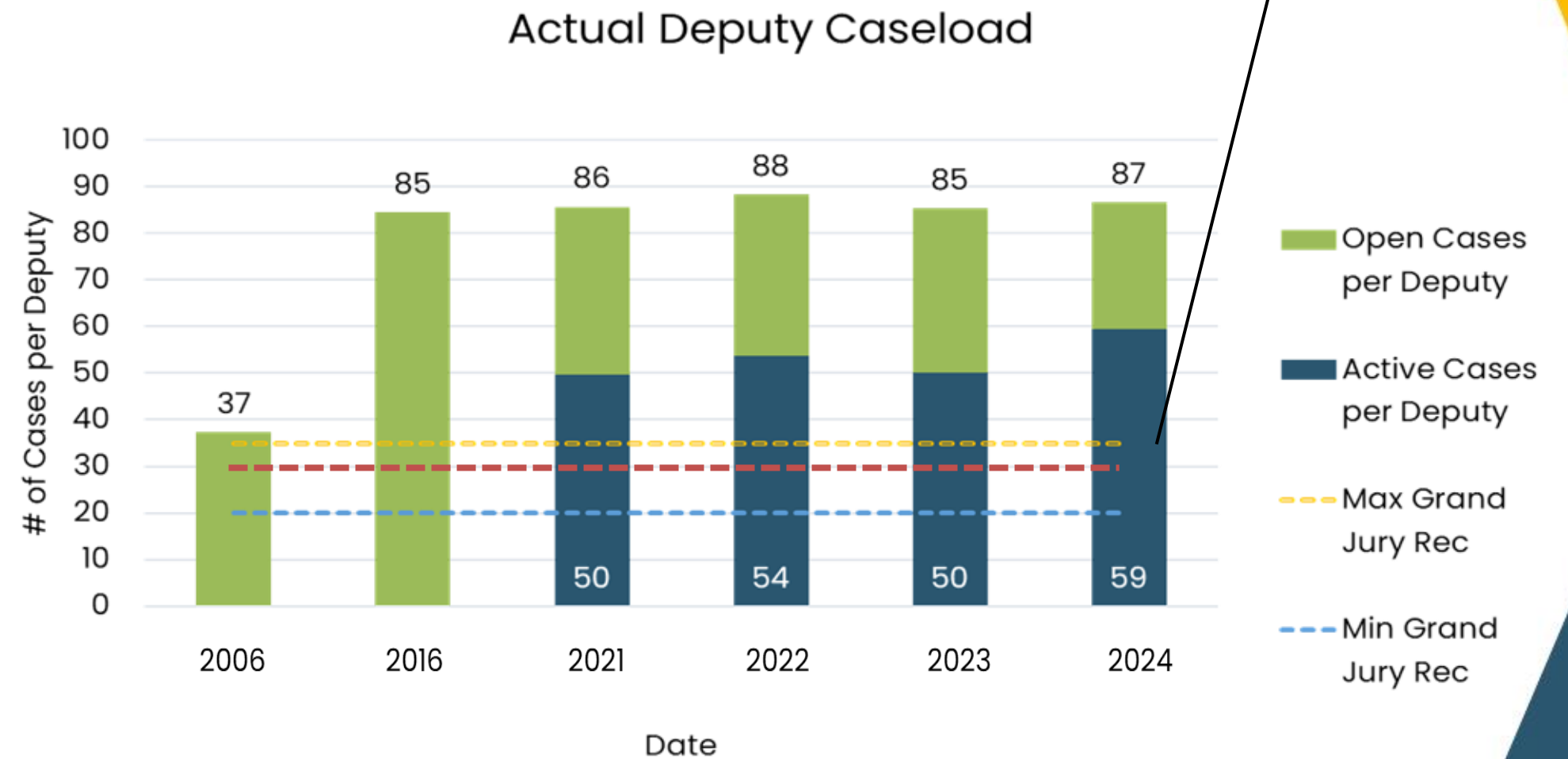
# Public Guardian Staffing Needs



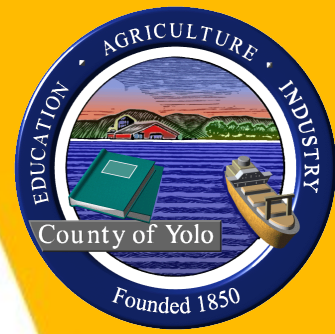
Staff recommend a deputized staffing to caseload ratio of **30 per worker** for current caseload – this does not include staffing in preparation for SB43 and the CARE Act. Staff recommend reassessing caseloads again over the next two FY budget processes.

- June 11, 2024. BOS approved **2 Additional FTE** Conservatorship Officers – bringing caseload to **35 per worker**
- To get to 30 cases per worker standard, **1 Additional FTE** Conservatorship Officer would need to be added.

Staff recommend a target case to deputy ratio of 30 per worker.



# Public Guardian Staffing Next Steps:



## **Staff Recommendation:**

Staff recommend adding 1 additional FTE Conservatorship Officer to reach a 30 case to worker ratio. This recommendation is HHSA's highest budget priority in 24/25 and ensures client safety, complies with Grand Jury caseload recommendations, and ensures compliance with internal audit recommendations. This recommendation would result in an annual General Fund impact of **+\$129,000.**

*\*Between Budget Submission and Budget Adoption HHSA have eliminated 8 administrative FTE. This reduction produced \$130,000 in general fund savings essentially making this recommendation cost neutral. HHSA would not need any additional GF.*