WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: February 26, 2019

DATE: February 11, 2019

TO: Board of County Commissioners

FROM: John Slaughter, County Manager
328-2060, jslaughter@washoecounty.us

SUBJECT: Recommendation to appoint Tracey Bowles as Washoe County Public Guardian effective March 11, 2019 for a four year term with an annual salary of [$107,016.00] in accordance with Nevada Revised Statute 253.150. [Fiscal impact $0] (All Commission Districts.)

SUMMARY

The previous Washoe County Public Guardian, Susan DeBoer retired on October 5, 2018. Assistant County Manager Kate Thomas has been serving as Interim Public Guardian as appointed by the Board of County Commissioners on October 9, 2018.

Following a recruitment process this agenda item seeks the Board's appointment of Tracey Bowles for a four year term as the Washoe County Public Guardian, effective March 11, 2019 with an annual salary of $107,016.00.

Washoe County Strategic Objective supported by this item: Safe, Secure and Health Communities; Valued, Engaged Employee Workforce

PREVIOUS ACTION

On May 14, 2002 the Board conducted the second reading and adoption of an ordinance (No. 1162) amending Washoe County Code (WCC) by creating the Office of the Public Guardian pursuant to the provisions of Nevada Revised Statute (NRS) 253.150.

On August 16, 2005 the Board appointed Susan DeBoer as Interim Public Guardian pending the resignation of the incumbent Guardian, Kay Joslin.

On December 13, 2005 the Board appointed Susan DeBoer as Public Guardian for a term of four years. Ms. DeBoer was reappointed by the Board on January 12, 2010, December 17, 2013, and October 24, 2017.

On October 9, 2018 the Board appointed Kate Thomas, Assistant County Manager, as Washoe County's Interim Public Guardian pursuant to Chapter 5.475 of the Washoe County Code, following the October 5, 2018 retirement of Susan DeBoer.

AGENDA ITEM # _____

BACKGROUND

The Washoe County Public Guardian (WCPG) serves as guardian, by court appointment, for vulnerable adults aged 18 or older who are unable to manage their personal and/or financial affairs, in accordance with NRS 253. WCPG coordinates provision of services; provides informed consents; and protects, preserves, and manages the assets of these protected persons.

Public Guardian Susan DeBoer tendered her resignation effective October 5, 2018. Since October 9, 2018, Kate Thomas, Assistant County Manager, has been serving as Washoe County's Interim Public Guardian pursuant to Chapter 5.475 of the Washoe County Code.

Per NRS 253.150, NRS 253.170, and WCC 5.475 the Public Guardian must be appointed by the Board of County Commissioners at the recommendation of the County Manager and shall serve for a term of four years from the date of appointment with compensation determined and fixed by the Board. Notwithstanding the term, the Public Guardian serves at the pleasure of the Board.

Human Resources opened the recruitment on January 2, 2019. After careful review of qualifications and prior work history all qualified applicants were interviewed by a panel that included Assistant County Manager Kate Thomas, Washoe County Public Defender John Arrascada, and Executive Director for Washoe Legal Services James Conway. The County Manager conducted a second round of interviews where he selected Tracey Bowles and negotiated her annual salary and start date.

Ms. Bowles holds a Bachelor's Degree in Psychology and a Master's Degree in Counseling and Educational Psychology. Both degrees were earned at the University of Nevada, Reno. Ms. Bowles was a Mental Health Counselor for Washoe County Social Service and has served as Acting Deputy Administrator for the State of Nevada Division of Child and Family Services where she oversees seven children's mental health programs in Nevada. Ms. Bowles comes to the Guardian's office bringing strategic planning, budget development, and legislative experience as well as experience leading teams.

The final step in the recruitment process is Board appointment of the new Public Guardian and approval of the proposed annual salary and start date recommended by the County Manager.

FISCAL IMPACT

The position of the Public Guardian is included in the approved FY 2018/2019 Budget. No fiscal impact related to this agenda item.

RECOMMENDATION

It is recommended the Board appoint Tracey Bowles as Washoe County Public Guardian effective March 11, 2019 for a four year term with an annual salary of $107,016.00 in accordance with Nevada Revised Statute 253.150.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

Move to appoint Tracey Bowles as Washoe County Public Guardian effective March 11, 2019 for a four year term with an annual salary of $107,016.00 in accordance with Nevada Revised Statute 253.150.