## COUNTY OF LOS ANGELES-DEPARTMENT OF MENTAL HEALTH OFFICE OF THE PUBLIC GUARDIAN VACANCY TRANSFER ANNOUNCEMENT

#### **ACCOUNTING TECHNICIAN I**

The Office of Public Guardian is seeking well qualified and highly motivated individuals to fill vacant Accounting Technician I positions in the Fiscal and Administrative Support unit. The Accounting Technician I position is primarily responsible for preparing specialized accounting reports mandated by the Probate Code for conservatorship and trust cases as well as other standard accounting functions.

#### **EXAMPLES OF DUTIES:**

- Prepare Court accounting reports
- Review Departmental Service Order (DSOs) billings from other County departments
- Prepare billings to private and County hospitals
- Prepare refunds to conservatees' estates
- Prepare monthly deposit permits
- Reconcile revenue and expenditure accounts
- Review and reconcile time cards, time surveys and other documents supporting Targeted Case Management and Medi-cal Administrative Activities claiming

#### **DESIRABLE QUALIFICATIONS:**

- Knowledgeable of court or specialized trust accounting
- Knowledge and experience with eCAPS
- Good written and oral communication skills
- Proficient in Microsoft Excel and Word

Qualified individuals holding title to the above positions should **fax or email** their resume, last two performance evaluations, time variance records and letter of interest to: Cynthia Maxie; Fax # 213-687-4539 or cmaxie@dmh.lacounty.gov

**EQUAL OPPORTUNITY EMPLOYER** 

#### **COMPENSATION & BENEFITS**

Annual Salary: \$116,946 to \$177,008

The appointee will receive an annual salary, commensurate with qualifications and earning history, as well as an excellent program of benefits that allows employees to choose the benefits that meet their specific needs.

#### The package includes:

- Retirement plan a contributory defined benefit plan
- Cafeteria Benefit Plan
- Flexible Spending Accounts
- Savings Plan (401K)
- Deferred Compensation Plan (457)
- Holidays 11 paid days per year





#### **HOW TO APPLY**

This position will be open from **February 11, 2016**, until filled. First consideration will be given to those who apply by March 2, 2016.

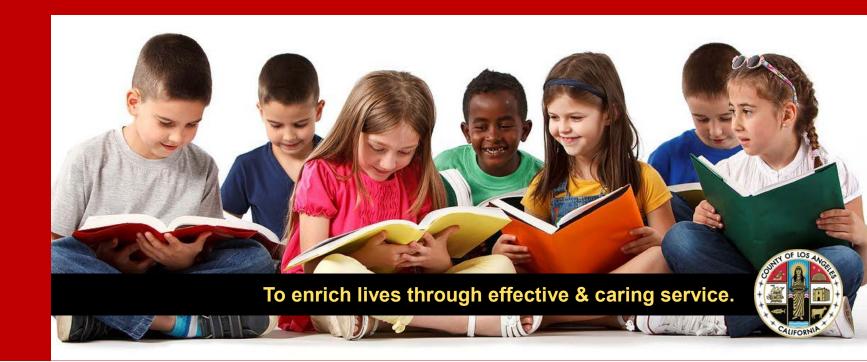
Please go to: http://bit.ly/1KMqoWC and submit your application, cover letter, resume, record of accomplishments, verification of degrees, and current salary.

For confidential inquiries, please contact:

Bill Dukes
Department of Human Resources
Talent Solutions Division
(213) 974-2454
wdukes@hr.lacounty.gov



# **ADMINISTRATIVE DEPUTY II**Los Angeles County Public Library





I'm Skye Patrick, County Librarian. With all the exciting advances happening in library services now, more than ever is the best time to join our team! We look forward to your inquiry and interest in the County of Los Angeles Public Library.





#### THE COUNTY

The County of Los Angeles, listed on Forbes' Best Employers 2015, has a demographically and geographically diverse population of more than 10 million residents. As the largest employer in Southern California, over 100,000 employees in more than 35 Departments provide vital and wide-ranging public services. County libraries provide library service to over 3.5 million residents living in unincorporated areas and to residents of 50 of the 88 incorporated cities of Los Angeles County, with services extending over 3,000 square miles.

#### THE PUBLIC LIBRARY

#### **ACCOMPLISHMENTS**

As one of the major libraries of our nation, the County of Los Angeles Public Library is a center of learning and community engagement. The Library's mission is to "provide our diverse communities with easy access to the information and knowledge they need to nurture their cultural exploration and lifelong learning." As such, the Library provides many resources, including literacy services and programs for families and children.

#### These include:

- Cultural Resource Centers that support research and studies regarding the experience of a number of cultures central to Los Angeles County.
- Homework help and after school programs.
- Aiding residents with literacy, health and financial wellness, obtaining citizenship and tax preparation and reporting.
- Family places for babies, toddlers, and pre-school age children and their parents.

#### **BE A PART OF OUR FUTURE**

Moving forward, the Public Library will provide platforms for both traditional learning and unexpected collisions of creativity. We will continue to expand services both inside and outside the library walls, nurturing community imagination and increasing opportunities for all.

#### THE OPPORTUNITY

The Administrative Deputy II directs the Public Library's administrative operations through subordinate managers in fiscal, human resources, contracts, procurement, and general staff services to support the County's library system.

#### THE QUALIFICATIONS

The successful candidate will have a Bachelor's degree in Business Administration, Public Administration, Management, or a closely related field from an accredited college or university.

Additionally, to qualify, the applicant must possess either:

- Three years of highly responsible experience managing through subordinate managers, a major division providing budget, personnel, or other administrative services; or
- Five years of highly responsible experience supervising professional staff providing budget, personnel, or other administrative services.

Desirable qualifications include:

- Knowledge of and experience in preparing County budgets, monitoring expenditures, and managing contracts; interpreting legislation related to grant funding and governmental finance.
- Experience in managing a variety of administrative, human resources, and other support functions in both staff and line capacities.
- Experience in effectively directing, supervising, and evaluating the work of professional and technical personnel in a unionized environment.
- Management experience in promoting and managing change or developing and implementing strategic goals.
- Experience in dealing with County officials and outside agencies in order to implement County services and programs.
- Strong and effective oral, written, and interpersonal communication skills when dealing with public officials, other public agencies, legislative bodies, community groups, private and non-profit agencies, stakeholders and the public.
- Master's degree in Business Administration, Public Administration, Management or a closely related field from an accredited college or university.



#### LOS ANGELES COUNTY - DEPARTMENT OF MENTAL HEALTH

## LOS PADRINOS JUVENILE HALL UNIT JUVENILE JUSTICE PROGRAMS

#### VACANCY ANNOUNCEMENT Clinical Psychologist I/II

The above position is being recruited for the mental health program at Los Padrinos Juvenile Hall Unit. The program provides mental health intake assessments, brief mental health treatment, targeted case management, and crisis services to youth who are detained at Los Padrinos Juvenile Hall. The facility consists of 14 units with one MH Clinician assigned to each unit. 2 out of the 14 units house the female youth.

#### **Desirable Qualifications:**

- Prior experience providing direct clinical services to children, adolescents and their families
- Prior experience working with juvenile offenders, residential treatment, and/or forensic settings a plus
- Strong clinical and communication skills
- Strong problem solving skills
- Ability to work collaboratively with other agencies
- Ability to work as part of a multi disciplinary team
- Ability to work a non-traditional schedule (weekends required)

#### **Essential Duties:**

- Individual and treatment of male and female adolescents
- Crisis intervention
- Case conference presentations and collaboration
- Consultation to probation, health services, on-site school staff and the courts
- Schedule offered requires working 9/80 schedule: Tuesday through Saturday with every other Saturday off or Sunday through Thursday with every other Sunday off; 9:30AM to 7:00PM work hour schedule.
- Spanish Speaking preferred but not required.

To inquire and or schedule an interview contact:

Katty Callender, LCSW

Mental Health Clinical Program Head

Los Padrinos Juvenile Hall

7285 E. Quill Dr.; Downey, CA 90242

562.940.8767

## COUNTY OF LOS ANGELES- DEPARTMENT OF MENTAL HEALTH SERVICE AREA 3 ADMINISTRATION - SB 82 PROGRAM

#### TRANSFER OPPORTUNITY

THIS IS NOT AN OFFICIAL EXAMINATION COUNTY OF LOS ANGELES DEPARTMENT OF MENTAL HEALTH EMPLOYEES ONLY

#### COMMUNITY WORKER

Service Area 3 Administration currently has openings for Community Workers to join a newly forming SB 82-Mobile Triage Team. This position will be part of a multi-disciplinary field-based team which will respond to requests for outreach from the community for the purposes of clinical triage and linkage to the appropriate level of mental health services. The program's target population includes individuals who are homeless, veterans, and older adults. The Community Worker will work closely with other team members as well as interact with members of the public and/or local community.

#### **DUTIES INCLUDE BUT ARE NOT LIMITED TO:**

- Conducting street outreach to homeless individuals as a member of the triage team
- Assisting homeless individuals with linkage and/or placement to shelters and other homeless resources
- Assisting homeless individuals with linkage to the appropriate mental health service provider
- Provide para-professional counseling as a member of the triage team
- Participate in case consultations
- Other duties as assigned by the Program Supervisor

#### **DESIRABLE QUALIFICATIONS:**

- Fluency in Spanish or any language other than English preferred but not required
- Experience with street or field-based outreach to homeless individuals
- Ability to be flexible with evolving program needs and work duties
- Strong interpersonal skills with the ability to work and communicate effectively with other County employees, community agencies, and consumer partners
- Good time management and organizational skills
- Knowledge of community resources
- Knowledge of IBHIS

Interested individuals holding the title to the above position are encouraged to fax/submit their resume, last two (2) Performance Evaluations and last two (2) years of master time records by **March 11, 2016** to:

Alfredo B. Larios

Mental Health Clinical District Chief

alarios@dmh.lacounty.gov Fax: (213) 252-0237

## ADULT SYSTEM OF CARE WOMEN'S COMMUNITY REINTEGRATION PROGRAM

#### TRANSFER OPPORTUNITY

This is not an official examination bulletin

#### MEDICAL CASE WORKER I or II

The Women's Community Reintegration Program is seeking a Medical Case Worker I or II interested in working with justice-involved women seeking mental health services from this specialized Directly Operated clinic.

#### **ESSENTIAL DUTIES:**

- Work as part of a multi-disciplinary team including psychiatrists, clinicians, interns, substance abuse counselors, and peers.
- Provide culturally-competent case management and linkage to women.
- Serve as the initial point of contact for new referrals.
- Provide mental health resources, referrals, and linkages to other community agencies.
- Participate in on-going training, supervision, and consultation.
- Participate in triage, case dispositions/team conferences, case consultations, quality assurance, quality improvement, and case review activities.
- Provide mental health rehabilitation groups address mental health barriers amongst female clients; including employment, education, and housing issues.
- Collaborate with DPSS, LAUSD, housing organizations, Probation, other Mental Health clinics, and Community-Based organizations.

#### **DESIRABLE QUALIFICATIONS:**

- Knowledge and experience delivering case management services to adult clients, including a passion to work with female clients and those involved in or have a history in the justice system.
- Knowledge of community resources located in Service Area 6.
- Ability to establish working relationships and provide linkage to community partners (such as DPSS, DCFS, Probation, LAUSD, County libraries, Legal Aid, etc.).
- Excellent organizational, interpersonal, oral, and written communication skills.
- Prefer Bilingual Spanish Proficiency
- Trained in IBHIS and familiar with other programs such as Microsoft Word, Outlook, Excel, PowerPoint, etc.
- Ability and willingness to travel in the community to provide field-based services
- Reliable and flexible

Interested individuals, who currently hold the title of MCW I or II can email a copy of your resume, last two (2) PEs, and last two (2) years of your Master Timecard to:

#### Nick Holt, LCSW

nholt@dmh.lacounty.gov (email)

8300 S. Vermont Avenue, 1st Floor • Los Angeles, CA 90044

## COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH CHILD WELFARE DIVISION

#### TRANSFER OPPORTUNITY



#### **PSYCHIATRIC SOCIAL WORKER II**

The Child Welfare Division is seeking interested candidates to work in the Quality Service Review (QSR) program. The person selected for this position will work collaboratively within an interagency team composed of professionals from the Department of Mental Health (DMH) and the Department of Children and Family Services (DCFS). Spanish speaking preferred.

#### **EXAMPLE OF DUTIES**:

- Participate in monthly in-depth QSR case reviews designed to evaluate systems performance and child and family outcomes, including the collection and interpretation of data to support results and written case summary.
- Provide DCFS office liaison role prior to QSR reviews, engaging community providers to be involved in QSR activities.
- Core member of the interagency team.
- Provide foundational training on the QSR process to community mental health providers.
- Provide Shared Core Practice Model training to a variety of mental health staff.
- Assist in preparing reports for the Board of Supervisors (BOS) and the Katie A. Expert Panel
- Special assignments, as needed.

Additional duties will include a variety of administrative tasks related to the Child Welfare Division such as, coverage for the Critical Incident, Officer of the Day, and Rapid Response duties.

#### **DESIRABLE QUALIFICATIONS:**

- Strong organizational skills
- Excellent verbal and written communication skills
- Bilingual Spanish speaking
- Ability to be adaptive and flexible
- Willingness to travel throughout Los Angeles County
- Experience in working in a team format
- Familiarity or experience with DCFS
- Child mental health experience
- Skilled in working with MS Office, i.e., Word, Excel, PowerPoint, and Outlook

Interested applicants who are currently holding the payroll title of PSW II may submit their resume, last two (2) performance evaluations, and last two (2) years of master time cards by 5:00 PM on Friday, March 15<sup>th</sup>, 2016 to:

Jean Watkins, Supervising Psychologist Telephone: (213) 739-5463 Fax: (213) 252-0239

iwatkins@dmh.lacounty.gov

600 S. Commonwealth Ave., 6<sup>th</sup> floor, Los Angeles, CA 90005



**POSITION TITLE:** SUPERVISING PROBATE ATTORNEY

**SALARY:** \$10,505.55 - \$13,050.18 Monthly

**OPENING DATE**: 02/25/2016

CLOSING DATE: Continuous

EXAM NUMBER: R9756C

TYPE OF RECRUITMENT: Open Competitive Job Opportunity

This position may close at any time based on needs of the Court.

Applicants are encouraged to apply promptly.

Los Angeles Superior Court is seeking dynamic, well-qualified and highly-motivated individual to fill the position of Supervising Probate Attorney. The position will be located in Downtown Los Angeles.

Los Angeles Superior Court is the largest unified trial court in the United States with nearly 600 courtrooms presided over by 550 bench officers and 4,500 full-time employees. The Court has 38 Court locations, serving 88 cities and 118 law enforcement agencies countywide.

Supervising Probate Attorneys are responsible for the supervision and management of Probate Attorneys and Examiners in all court locations. The incumbent also works in cooperation with other Court managers who are responsible for directing the work of the non-legal employees assigned to the Probate Division. For a detailed job description, please click HERE.

This is an at-will managerial position. The Trial Court Employment Protection and Governance Act (SB 2140) authorizes the Court to exclude managerial employees from the employment protection provisions of the Act subject to meet and confer.

#### MINIMUM REQUIREMENTS:

To qualify, you must meet one (1) of the following requirements at the time of filing:

**Option I:** An active member of the California State Bar in good standing –AND- Two years of experience at the level of a Los Angeles Superior Court Probate Attorney II\*.

**Option II:** An active member of the California State Bar in good standing -AND- Four years of experience at the level of a Los Angeles Superior Court Probate Attorney I\*\*.

**Option III**: An active member of the California State Bar in good standing –AND- Six years of experience practicing probate law in the State of California, in the public or private sector.

**NOTE:** \*Experience at the level of **Probate Attorney II** is defined as performing work in a comparable class with the same level of responsibility, and requiring the same knowledge, skills and abilities. Duties including performing the most complex and/or sensitive work requiring greater knowledge and experience in Probate law; assists in managing, planning, coordinating the Probate Office operation in accordance with established laws, codes and rules of the Court including the supervision, training and evaluation of Probate Attorneys; examines petitions for probate hearings, drafting appropriate calendar notes and determining legal issues for the Court. Probate Attorney IIs assist in the supervision and management of Probate Attorneys in all court locations and acts as lead to other Probate Attorneys and support staff on the most difficult legal Probate matters.

\*\*Experience at the level of **Probate Attorney I** is defined as performing work in a comparable class with the same level of responsibility, and requiring the same knowledge, skills and abilities. Duties including performing most complex and/or sensitive work requiring greater knowledge and experience in Probate Law; analyzes and interprets legal issues presented in probate petitions and prepares calendar notes for judicial officers; prepares recommendations on matters taken under submission by probate judicial officers; examines and approves various probate documents for judicial officers' signatures including conservatorship reports prepare by Probate Investigators and processes applications for nunc pro tunc orders.

Applicants who are not Court employees must demonstrate on their application materials that they are performing at the designated level.

No out-of-class experience will be accepted.

#### Licenses; Certificates; Special Requirements

A valid California Class C Driver's License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

The Court prohibits incumbents from practicing law on behalf of other parties. This prohibition extends to receiving fees and appearing in any legal matter on behalf of another person or entity while employed by the Court.

#### **REQUIRED DOCUMENTATION:**

An updated RESUME MUST be submitted as an online application attachment. Please follow below guidelines when attaching documents:

- Attachment must be in Microsoft Word or PDF format and should not exceed 10 MB per application.
- Documents must be attached prior to submitting application. Once application is submitted, you will not be able to edit or add document.
- Only ONLINE attachments will be accepted. The Court will not accept documents submitted in other forms, including by facsimile transmission, by emails, by mail or delivered in person.
- Failure to submit the required document will result in your application being disqualified for incomplete.

#### **DESIRABLE QUALIFICATIONS:**

- Extensive knowledge of Probate Law, including but not limited to, statutes, case law, California Rules of Court and Los Angeles Superior Court Rules
- Keen legal judgment
- Effective oral and written communication skills
- Driven and self-sufficient
- Demonstrated ability to identify and assess legal issues and devise sound solutions and strategies in a timely manner
- Excellent interpersonal skills, work ethic and commitment to professionalism
- Ability to take charge and manage subordinates; foster a positive atmosphere for teamwork; and, inspire others to participate and minimize conflicts
- Ability to demonstrate a sensitivity and awareness to other cultures and build rapport with a diverse workforce
- Ability to prioritize and juggle multiple tasks and manage concurrent projects effectively
- Computer-literate, extensive software proficiency covering a wide variety of computer programs
- Highly adaptable and open to new ideas

#### **EXAMINATION INFORMATION:**

The examination will consist of a qualifying evaluation of education, training and experience based on submitted application materials and supplemental questionnaire, weighted 100%.

#### **APPLICATION and FILING INFORMATION:**

Application may only be filed online. To learn how to apply online, please access the Online Employment Application Guide. Los Angeles Superior Court reserves the right to verify all submitted documentation prior to appointment. The Court will only consider completed applications submitted, along with the required documents, and will reject incomplete applications. A resume will not substitute for a fully completed employment application. To facilitate the full and proper consideration of your work experience, clearly specify what professional experience meets the required job qualifications. When listing your work experience, please specify the beginning and end dates for each job you held and describe your experience for each position.

Please provide a current and accurate e-mail address for the Court to communicate with you about this job opportunity. Human Resources staff will notify all applicants of their application status via e-mail. We recommend that you add <a href="mailto:info@governmentjobs.com">info@governmentjobs.com</a> to your e-mail address book to avoid the notification being filtered as spam mail.

Los Angeles Superior Court is an equal opportunity employer. Applicants with disabilities who require reasonable accommodations to participate in the recruitment process can contact the email address provided below. For additional employment information, please click <a href="here">here</a>.

Questions regarding this posting may be emailed to <a href="mailto:YRodriguez2@LACourt.org">YRodriguez2@LACourt.org</a>

#### WHAT TO EXPECT NEXT:

We will notify you of the outcome after each step of the recruitment process has been completed. Applicants who successfully pass each (and all) examination part(s) will be placed on an eligible list good for one year. Other vacancies may be filled using this list.

Exam #R9756C Supervising Probate Attorney Los Angeles Superior Court Human Resources Administration 111 N. Hill Street, Room 203 Los Angeles, CA 90012



#### **Supervising Probate Attorney Supplemental Questionnaire**

g) Ability to learn and use new computer programs

*	1.	INSTRUCTIONS: The information you provide on this online supplemental questionnaire will be evaluated. All questions must be answered. Incomplete responses, false statements, omission of a material fact and partial information can result in disqualification. Referencing a resume will NOT be considered responsive.
		Please check the box to indicate you have read and understood the instructions.
*	2.	I have attached an updated resume as an online attachment to this application. I understanding failure to attach an updated resume will result in my application being disqualified for incomplete. It is my responsibility to confirm that any required documents are successfully uploaded.
		□ <sub>Yes</sub> □ <sub>No</sub>
*	3.	Are you currently a member of the California State Bar in good standing?
		□Yes □No
*	4.	Date of admission to California State Bar:
*	5.	California State Bar Number:
*	6.	What law school did you attend?
		Include below:  • Name of School
		City and State
		Degree received
		Date degree conferred
*	7.	Briefly state your reasons for desiring an appointment as a Los Angeles Superior Court Supervising Probate Attorney and your specific personal qualifications for the position.
*	8.	Describe in detail your background, education/training and experience, both legal and non-legal, that qualifies you to supervise Probate Attorneys and Probate Examiners.
*	9.	Describe your management and supervisory experience:
		Name of organization:
		Dates of employment:  Positions hold:
		<ul> <li>Positions held:</li> <li>Numbers and classifications of persons supervised:</li> </ul>
		Scope and responsibilities:
*	10.	Which of the following best describes your experience overseeing and directing staff:
		☐ No Experience
		Limited - I have provided some work direction or suggestions to other staff.
		Moderate - I occasionally provide work direction and/or training to other staff.
		Extensive - I frequently provide work direction and/or formally supervise other employees as a regular part of my job.
*	11.	Describe your management style. How does this style encourage staff to perform effectively and efficiently?
*	12.	Describe your computer use, proficiency level and knowledge as to EACH of the following: Please be specific:
		a) Word processing program(s)
		b) Working with Spreadsheets c) Email and electronic calendaring programs
		d) PDF and TIFF files and readers
		e) Using and navigating through Windows, including the ability to handle such tasks as association of file types to programs and using
		multiple printer drivers within Windows f) Ability to review pleadings and other documents directly from computer images and screens rather than from paper documents (Paperless
		, , , , , , , , , , , , , , , , , , ,

- \* 13. Do you work full-time? If not, how many days/hours each week do you work? Approximately, what percentage of your work is devoted to cases heard by the Probate Court? What other areas of law does your work encompass? Approximately, what percentage is devoted to each area?
- \* 14. Describe your experience in the areas of decedents' estates, conservatorships, guardianships and trust proceedings. Summarize with as much detail as possible, your experience with each case type, including the approximate number of cases in each category you have handled over the last ten (10) years, types of petitions, sizes of the estates, and significant problems encountered.
- \* 15. Describe in detail three of the most significant probate matters you have handled or in which you were involved during the past three years. For each matter include an explanation of the following: the nature of the proceeding; your role in the proceeding; descriptions of the parties; issues involved resolving the matter; and, the resolution.
- 16. Friday morning you are advised that the Court's Intra Net systems will be upgraded over the weekend and the court's web based programs will be affected countywide. The Probate Attorneys, in reviewing cases and preparing probate notes on petitions, have the original filed paper documents for review in certain types of matters, including accountings and trust petitions. Other types of petitions, such as appointment of personal representatives and probate of wills, are reviewed from the scanned imaged documents and not from the paper petitions that were filed. You arrive Monday morning and discover the computer program that generates probate notes is not functional. Staff also cannot view scanned documents, cannot create or update probate notes and cannot print calendars. However, staff can access its word processing programs, spreadsheets and PDF/TIFF readers. It is anticipated that the problem will not be resolved until Tuesday or Wednesday. What steps do you take to handle this situation?
- 17. If your answer does not fit in designated space below, you may submit a word formatted attachment to the application. Responses to questions 17, 18 and 19 must not exceed the equivalent of one (1) page of text per question using a 12-point font or larger. Incomplete answers may disqualify you from further consideration for this recruitment.

The decedent, Steven Robinson, executed a holographic will which has been admitted to probate. The will reads as follows: "I, Steven Robinson, declare this to be my last will and revoke all prior wills and codicils. I am married to Dorothy Robinson and we have never had children. I give the sum of \$1 to my sister Anna and I give the balance of my estate to my devoted wife Dorothy. If Dorothy and I should die on the same day, my estate is to be given to my alma mater, UCLA, in memory of my deceased brother Arnold. I specifically disinherit all other persons who may claim to be my heirs. If anyone contests this will, either directly or indirectly, such person or persons shall be disinherited and shall receive nothing from my estate. I nominate my wife Dorothy as executor of my will. Signed: Steven Robinson on June 10, 1997 in Los Angeles, CA."

Steven died December 13, 2010; Dorothy having predeceased him on November 7, 1999. Anna also predeceased Steven. Steven's sole heirs are his first cousins, Bruce Wilson and Cindy Meade, whom he met on one occasion when he was a teenager visiting their home in Florida. Bruce and Cindy were located by heir hunters.

The only estate assets are securities with estimated market value of \$7,000,000.

Bruce and Cindy have filed a Petition to Determine Entitlement to Estate arguing, the will does not include an effective residuary clause. Therefore, the Court should find that Steven died intestate, that Bruce and Cindy are Steven's sole heirs-at-law, and they are entitled to succeed to all of the estate.

UCLA has filed objections claiming the will evidences Steven's intent to benefit UCLA and that conclusion is supported by the fact that his will contains a disinheritance clause. UCLA argues the will is ambiguous and it should be allowed to present extrinsic evidence in support of Steven's charitable intent, including past gifting practices and statements Steven made to friends that he was leaving his estate to UCLA. UCLA requests that the Court order distribution to UCLA in order to fulfill Steven's charitable intent.

At trial, should the Court consider UCLA's extrinsic evidence? Why or Why not?

Based upon the facts set forth above, how should the court rule? Why?

18. Bobby is the son of Tyler and Hilary Walters. Hilary died November 19, 2001 and Tyler died October 2, 2009. Tyler and Hilary executed their family trust on February 17, 1998. The trust provided that upon the death of the first settlor, the trust estate was to be divided into two equal shares. One share, designated as Trust B, was to consist of the deceased spouse's "exemption equivalent amount" (the maximum unified credit allowed under the Internal Revenue Code) and the second share, designated as Trust A, was to contain the surviving settlor's interest in the community, to the extent it exceeded the amount allocated to Trust B, and the surviving settlor's one-half interest in the community property and separate property, if any.

Trust B became irrevocable at Hilary's death. Trust B provided for distribution of its net income to Tyler during his lifetime and the trustee, in its discretion, could make distributions of principal, up to the whole thereof, to Tyler for his health, maintenance and support. Upon Tyler's death, the balance of Trust B, if any, was to be distributed to Bobby, if living, and if Bobby was not living, to Bobby's son Eric.

Upon Hilary's death the family residence and cash were allocated to Trust B. For several years prior to Tyler's death, Bobby served as Trustee. At or about the time Bobby became trustee he moved into the family residence where he continues to live. At no time has Bobby paid rent. In addition, in 2008 Bobby, as trustee, obtained a mortgage using the family residence as security. The loan proceeds were used to pay for Tyler's care, support and maintenance and a portion was used to pay Bobby's legal expenses.

On March 4, 2009 ABC Bank and Trust, personal representative of the estate of Cynthia Walters, obtained a judgment in the amount of \$1,000,000 against Bobby personally. ABC has filed its petition seeking to enforce that judgment against the assets of Trust B.

Petitioner, ABC Bank, argues that it is entitled to execute on its judgment and levy on the assets of Trust B to satisfy its judgment against

Bobby.

Bobby files objections to the Petition arguing that his son Eric is entitled to distribution of all of Trust B's assets. Attached to his objections is an executed document dated January 17, 2010 entitled "Waiver of Interest in Trust B" that provides: "I, Bobby Walters, hereby waive any and all interest I have in Trust B of the Walter Family Trust dated February 17, 1998 and want my son Eric Walters to be the beneficiary thereof."

Should ABC prevail on its petition or should the Court sustain Bobby's objections?

19. Thomas Small died testate on January 1, 2009. Thomas' holographic will was admitted to probate. His holographic will provided: "I, Thomas Small, declare this is my last will. Upon my death I want my executor to distribute my estate as follows:

I give to my church, St. Matthew's, the sum of \$20,000.

To each of my siblings, Bill, Jennifer, Martha, Kathleen and David, I give the sum of \$10,000.

If my Uncle Barney survives me, I give him the sum of \$5,000.

I give my home located at 2277 First St., L.A. to my dear friend Susan Potter.

The residue of my estate I give to my long time friend Craig Samuels.

Except for the persons listed above, I specifically disinherit all of my heirs. If anyone contests this will, such person or persons shall be disinherited and receive nothing from my estate. I nominate Craig Samuels as executor of my will. Signed: "Thomas Small"

Thomas' sister Martha and his Uncle Barney predeceased him.

The inventory of estate assets included the following: Real property located at 2277 First St., L.A. and cash in the sum of \$75,000.

Craig has filed his final accounting and petition for final distribution. The accounting covers the period beginning January 1, 2009 and ending May 31, 2011 which reflects the following:

#### Receipts:

Interest income in the amount of \$179.00.

#### Disbursements:

Filing fees and other costs of administration \$2,300.

Real property taxes paid as follows: three payments of \$3,000 each on 4/10/09, 4/10/10 and 4/10/11.

Homeowner's insurance: \$1,000 on 3/3/09; \$1,500 on 1/28/10 and \$1,500 on 1/31/11.

Utilities: \$100 per month for each month of the accounting period (for a total of \$2,800), with the payments being made on the first of each month beginning February 1, 2009.

Assets on hand at the end of the accounting period are: Real Property located at 2277 First St., L.A. valued at \$275,000. Cash in the sum of \$57,079.

The petition states the real property was not rented because it is uninhabitable.

Craig and his attorney agree to accept \$2,500 each in full satisfaction of statutory fees and commissions.

No preliminary distributions have been made.

How should the estate be distributed? Why?

\* Required Question

## COUNTY OF LOS ANGELES DEPARTMENT OF MENTAL HEALTH JUVENILE JUSTICE MENTAL HEALTH PROGRAM TRANSFER OPPORTUNITY

-THIS IS NOT AN OFFICIAL EXAMINATION-

#### TRAINING COORDINATOR - MENTAL HEALTH (TC-MH)

The Juvenile Justice Mental Health Program (JJMHP) is seeking a Training Coordinator for our dynamic and highly-motivated Quality Assurance (QA) team. The QA unit is dedicated to the ongoing enhancement of mental health services offered to justice-involved youth. Working closely with our Program Manager, we help identify, prioritize and address the training issues that arise from regularly-scheduled audits and other program developments. The TC-MH is essential to this mission and facilitates the planning, acquisition and implementation of a wide array of trainings for the JJMHP staff throughout Los Angeles County.

#### **Desirable Qualifications:**

- O Demonstrated expertise in Training Coordinator-Mental Health duties and responsibilities
- O Thorough proficiency in County, State and Federal service standards
- O Strong work ethic with a desire to help juvenile justice-involved youth
- O Excellent organizational abilities
- O Solid written and oral communication capabilities
- O A committed "team player" with strong interpersonal skills and ethical compass
- O Curriculum development and presentation experience
- O Clinical license in the State of CA

#### **Essential Duties:**

- O Serve as the JJMHP Quality Assurance Training Coordinator
- O Coordinate training plans and priorities, develop curricula, acquire and implement outside trainings
- O Conduct quality assurance audits for the JJMHP and address the training needs of staff
- O Provide ongoing technical assistance
- O Maintain documentation and records regarding training activities
- O Report findings back to the Quality Assurance Manager
- O Prepare reports as necessary

Licensed individuals holding the title of Training Coordinator – Mental Health are encouraged to submit their resumes to:

Juvenile Justice Mental Health Program - QA 550 S. Vermont Ave. Suite 406 Los Angeles, CA 90020 Attention: Winnie Tung

Tel: 213-351-7791 Fax: 213-639-1361

AN EQUAL OPPORTUNITY EMPLOYER