



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/13/2018

Agenda Placement: 6A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janet Nottley - Director
Child Support Services
REPORT BY: Karina Castaneda, Staff Services Manager - 259-8289
SUBJECT: Approval and authorization to sign Plan of Cooperation renewal with DCSS

RECOMMENDATION

Director of Child Support Services requests authorization to sign the revised Plan of Cooperation with the California Department of Child Support Services (DCSS), at no cost, extending the term from October 1, 2018 through September 30, 2019.

EXECUTIVE SUMMARY

As outlined in Family Code 17304(a), the Napa County Department of Child Support Services (CSS) is required to enter into a Plan of Cooperation (POC), at no cost, with the California Department of Child Support Services in order to receive funding for the child support program.

This year's revised Plan of Cooperation with the California Department of Child Support Services (DCSS), extending the term from October 1, 2018 through September 30, 2019, was delayed due to the recent change in Executive Management at DCSS. The revised POC delineates the function and responsibilities of each entity in relation to the Child Support enforcement program, expands data security requirements for any grants received by the Local Child Support Agency, and includes clarifying language, specifically simplifying language and providing references to source material.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

All local child support departments are required to enter into a Plan of Cooperation (POC) with the California Department of Child Support Services (DCSS) in order to define responsibilities for securing child support, including child support establishment, collection, and disbursement services; medical support; determining paternity; and providing other public services of the local child support program. This POC allocates responsibilities for administering Title IV-D services between the State Department of Child Support Services and the Napa County Department of Child Support Services. This renewal includes minor grammatical revisions and provides simplified language that encompasses referenced resource material. Specifically, the changes clarify the existing language and makes reference to existing State and Federal policy letters. Additionally, the revision includes privacy protection for any potential data extractions by a county from the automated child support system.

The Department of Child Support Services' responsibilities include complying with all federal Title IV-D provisions of the Social Security Act, which includes establishing systems and procedures to facilitate the local department's administration of the program, allocating funds to the local agency, imposing penalties on counties for failure to meet audit or performance related criteria, and withholding funds if the local department is failing in a substantial manner to comply with any provision of the POC and/or any corrective action plan.

Napa's local child support agency's responsibilities include complying with state and federal laws and regulations, procedures and instructions, providing child support services at no charge to the public, preparing and administering a local quality assurance and performance improvement plan, ensuring reliable data, conducting searches for medical insurance, assisting other jurisdictions in enforcing child support orders, complying with the State complaint resolution program, maintaining an Ombudsperson program, and cooperating with DCSS in the development of and adhering to civil rights requirements and related functions.

Should the County be found out of compliance on any measures by state or federal authorities, a corrective action plan would be put in place for the County to follow to ensure problems are rectified and compliance is met.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Leigh Sharp