



Agenda Date: 4/4/2006
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NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Natasha Merkuloff Nichols - Director
Child Support Services
REPORT BY: Karina Castaneda, Child Support Program Manager, 259-8289
SUBJECT: Approval and authorization to sign Plan of Cooperation renewal

RECOMMENDATION

Director of Child Support Services requests approval of and authorization for Director to sign a Plan of Cooperation (POC) with the State Department of Child Support Services (DCSS) at no cost, for the term from October 1, 2005 through September 30, 2007.

EXECUTIVE SUMMARY

All local child support agencies in the state are required by state law to have a Plan of Cooperation in place with the California Department of Child Support Services (DCSS). The plan outlines responsibilities and activities, and defines which agency will perform them.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Without an executed POC, funding would not be available for the child support program in Napa County
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	Without an executed POC, funding would not be available for the child support program in Napa County in future years.
Consequences if not approved:	Child support collections would not occur in Napa County. This would increase the number of families on aid, while the amount of revenue available

to HHS would be reduced because of lack of child support collections.

Additional Information: None

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 agencies in the state are required to enter into POCs with the California Department of Child Support Services (DCSS). POCs allocate responsibilities for administering child support services between DCSS and the local child support agency (LCSA).

LCSA responsibilities include complying with state and federal laws and regulations, procedures and instructions, providing child support services at no charge, preparing and administering a local quality assurance and performance improvement plan, ensuring reliable data reporting, case record retention, conducting searches for medical insurance, assisting other jurisdictions in enforcing child support orders, complying with the State complaint resolution program, having an ombudsperson program in place, cooperating with DCSS in the development and implementation of a statewide automated system, and adhering to civil rights requirements and related functions.

Additionally, this POC issues amended directives regarding the requirements outlined in the Consortia Governance Documents as it pertains to the implementation of the new California Child Support Automation System, (CCSAS). Finally, the POC also states that should the County be found out of compliance on any measures or reporting requirement set 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 again met.

DCSS responsibilities include complying with all federal Title IV-D provisions, establishing systems and procedures to facilitate the local department's administration of the program, allocating funds to compliant local agencies, imposing penalties on counties for failure to meet audit or performance related criteria, and withholding funds if the State director feels the local department is failing in a substantial manner to comply with any provision of the POC.

New provisions in this POC include a section regarding nonperformance on federal performance measures and breaches of federal or State program requirements. Additional language has also been added to address records retention in the areas of case records maintenance and data reporting. As mentioned previously, amendments to the automation cooperation section have been added in light of the fact that we are in the midst of the phased implementation of CCSAS. Finally, a provision has been added regarding debarment and suspension disclosure requirements as they relate to contracts for goods and services.

The request for execution of this document was received from the State on March 3, 2006. The POC covers the period October 1, 2005 (which is the expiration date of the amended POC currently in place) through September 20, 2007. The State has historically asked counties to approve POCs retroactively.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi