



Agenda Date: 5/23/2006  
Agenda Placement: 6A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Natasha Merkuloff Nichols - Director  
Child Support Services  
**REPORT BY:** Karina Castaneda, Child Support Program Manager, 259-8289  
**SUBJECT:** Amendment to Agreement No. 6252 with Cushman Computer Consulting Inc.

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### **RECOMMENDATION**

Director of Child Support Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 6252 with Cushman Computer Consulting, Inc. increasing the amount by \$1,000 for a new maximum of \$8,800 to include an audit tool for child support accounts which will provide a detailed breakdown of payments and credits over the history of the case statewide.

### **EXECUTIVE SUMMARY**

Since March 16, 2004 the County of Napa has contracted with Cushman Computer Consulting, Inc., (C3), to provide automation services related to encoding and scanning checks received as child support payments. They also provide electronic fund transfer services to this Department. Due to the State's upcoming transition in July 2006 to statewide allocation of monies received, the California Department of Child Support Services (DCSS) has mandated all local child support agencies (LCSAs) use the same automated account auditing tool. DCSS has approved and required an automated auditing tool developed by C3 for all LCSAs to use.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The Child Support budget has funding set aside for minor office enhancements such as this.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	This is a one time cost. The State Department of Child Support Services will

pay the ongoing maintenance and upgrade charges effective July 1, 2006 as this tool is required for the implementation of the statewide automated child support system.

Consequences if not approved: The State has mandated all counties to implement to use of the new auditing tool.

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**

The purpose of the Napa County Child Support program is to establish and enforce child support orders. This primarily addresses the collection and disbursement of child support payments. Due to severe Federal fiscal penalties, the California Department of Child Support Services (DCSS) is currently in the process of converting all local child support agencies (LCSA) to one statewide automated system. In March 2006, the State took the first significant step in the conversion process and implemented the State Disbursement Unit. All monies are now distributed by DCSS. Effective July 1, 2006, the next major change will take effect. DCSS will begin to prorate payments between counties as owed by the Obligor when there are multiple court orders in varying counties. Due to this change, DCSS has mandated all LCSAs use the same account auditing tool to ensure the same exact percentage formula is used by all counties when producing accounting reports to the customers. The change in the term of the contract will allow Napa CSS to comply with DCSS requirements and produce the highest levels of service to its customers.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi