



Agenda Date: 8/1/2006  
Agenda Placement: 6A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Karina Castañeda for Natasha Merkuloff Nichols - Director  
Child Support Services  
**REPORT BY:** Karina Castaneda, Child Support Program Manager, 259-8289  
**SUBJECT:** Renewal of Plan of Cooperation between Child Support Services and State of California, Napa Superior Court.

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### **RECOMMENDATION**

Director of Child Support Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 6453 with the Superior Court of California, County of Napa, representing the Plan of Cooperation for the term July 1, 2006 through June 30, 2007 with no dollar amount, to provide coordination and delineation of responsibilities for the Child Support Enforcement Program.

### **EXECUTIVE SUMMARY**

Director of Child Support Services requests authorization from the Board to renew the Plan of Cooperation (POC) between the Napa County Department of Child Support Services (CSS) and the State of California, Napa Superior Court.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

There is no Environmental Impact for this item.

### **BACKGROUND AND DISCUSSION**

All county child support departments in the State are required to enter into agreements or Plans of Cooperation (POC) with their respective Courts to coordinate efforts regarding mutual customers and delineate responsibilities in relation to the Child Support Enforcement Program under Title IV-D of the Social Security Act. Napa County Department of Child Support Services (NCCSS) currently has a Plan of Cooperation with Napa Superior Court (NSC). The purpose of this Plan is to establish responsibilities for ensuring compliance with time frames for case processing as established by state and federal laws and regulations.

In this POC, NCCSS is responsible for preparation of legal documents relating to child support, maintaining records and ensuring they are processed in accordance with mandated time frames, and maintaining a tracking system for actions and similar functions. NSC is responsible, among other things, for the appointment of a child support commissioner and ensuring that support actions brought before the commissioner by CSS have priority over the actions, ensuring that processing time frames are met, including providing sufficient court calendar time and ensuring CSS is exempt from paying any fees. Both parties are required to meet quarterly to discuss mutual issues.

There is no cost associated with this POC.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi