

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Prepared on: 3/14/02
Department Name: District Attorney
Department No.: 021
Agenda Date: 4/16/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Thomas W. Sneddon, Jr.
District Attorney

STAFF CONTACT: Marnie B. Pinsker
DA Assistant Director

SUBJECT: Renewal of Agreement with Computer Support Services for Non-Sufficient Fund
Bad Check Collection Services

Recommendation(s):

That the Board of Supervisors:

a) Execute an agreement with Computer Support Services, Inc. to continue operation of the Non-Sufficient Fund (NSF) Bad Check Collection and Restitution Program on behalf of the District Attorney.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with our organizational values regarding economy in government.

Executive Summary and Discussion:

The Non-Sufficient Fund (NSF) Bad Check Collection and Restitution Program was established in 1985 to recover funds for merchants and businesses by locating and notifying bad check writers of the violations and recovering the value of the checks written plus fees. An automated system developed by Computer Support Services, Inc. (CSSI) to enter bad checks, produce notices and provide an accounts receivable program to track charges and payments was utilized by the program. Over time, CSSI expanded their operations to run NSF Check Programs for other District Attorney Offices in the State. Based on the cost-effectiveness of their services, the Board of Supervisors authorized the District Attorney to contract with CSSI for full service, effective January 1996.

Over the two three year terms of our agreement, Computer Support Services, Inc. has provided effective service to Santa Barbara and an increasing number of counties. The volume of checks submitted has

remained stable, with over 19,478 checks collected. From 1999-2001, they recovered over \$805,000 in restitution to merchants, a 10% increase over the \$730,000 obtained during the prior term. Their responsive to merchants remains strong, their database containing extensive historical records of merchant activity. CSSI has also sustained a stable revenue stream for the District Attorney's Office, collected as part of the fines assessed to bad check writers. The \$135,000 generated during this term continues to finance the single position assigned to coordinate the NSF Check Program and to review an average of 150 cases returned annually by CSSI for potential criminal prosecution.

Based on the continuing effectiveness of the program in providing this service, extension of this agreement for a new three-year term is recommended.

Mandates and Service Levels:

No change to service level is anticipated.

Fiscal and Facilities Impacts:

Continuation of this service agreement has a positive fiscal impact by providing the District Attorney's Office with an estimated \$45,000 in annual revenues, while continuing to provide merchants with recovery of losses experienced due to bad checks.

Special Instructions:

Please return an executed copy of agreement to District Attorney, ATT: Marnie Pinsker