



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

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

**Department Name:** Social Services  
**Department No.:** 044  
**For Agenda Of:** 9/22/15  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Daniel Nielson, Social Services Director  
Director(s) (805) 346-7101  
Contact Info: Deborah Hartman, Adult & Children Services Division Chief  
(805) 681-4904

**SUBJECT:** Memorandum Of Understanding with the California Department of Child Support Services for the Provision of Online Access to the Child Support Enforcement System

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the County of Santa Barbara Department of Social Services (DSS) Director to execute a Memorandum of Understanding (MOU) with the California Department of Child Support Services (DCSS), for Online Access to the Child Support Enforcement System (CSE) (Attachment 1); and
- b) Determine that the approval and execution of the MOU is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the execution of the MOU is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment, the activities are not subject to CEQA.

**Summary Text:**

This item is on the agenda in order to approve the MOU between the County Department of Social Services (DSS) and California Department of Child Support Services (DCSS) for the provision of

Online Access to Child Support Enforcement System (CSE) for the purpose of supporting the Child and Spousal Support Enforcement Program pursuant to Family Code 17212. It is the recommendation of DSS to authorize and execute this MOU with DCSS.

**Background:**

The CSE is used to reconcile child support payments and supports the Child and Spousal Support Enforcement Program. The CSE provides details of child support payments such as amounts paid, amounts due, payments dates and due dates, etc. These details are only available via the CSE. Specific staff and eligibility workers in DSS require access to the CSE in order to process eligibility payments. DCSS is the designated “owner” of the system and controls user access. Requests for users to access the CSE are submitted to DCSS for approval.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ -

Narrative:

This MOU will not generate any costs billable from one party to the other.

**Staffing Impacts:**

**Legal Positions:**  
0

**FTEs:**  
0

**Special Instructions:**

Please return two (2) minute orders to:  
Department of Social Services  
Attn: Tricia Beebe, Contracts Coordinator, 3<sup>rd</sup> Floor  
2125 S. Centerpointe Parkway  
Santa Maria, CA 93455

**Attachments:**

1. Attachment 1 - Memorandum of Understanding (MOU) - Online Access to CSE - Santa Barbara County FINAL

**Authored by:**

Tricia Beebe