



**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: Child Support Services
Department No.: 045
For Agenda Of: August 22, 2017
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Joni Maiden, 568-2343
Director(s)
Contact Info: Mette Richardson, 568-2329

SUBJECT: Plan of Cooperation with California Department of Child Support Services

County Counsel Concurrence

As to form: N/A

Other Concurrence: Select_Other

As to form: No

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

- a. Receive and file a report on the executed Plan of Cooperation with the California Department of Child Support Services (DCSS) for the period of October 1, 2017 to September 30, 2018 (Federal Fiscal Year 2018) which reflects child support program responsibilities for DCSS and Santa Barbara County Child Support Services.
- b. Determine that receiving and filing this report is not a project pursuant to CEQA Guidelines section 15378(b)(5), as it is an administrative government activity that will not result in direct or indirect physical changes in the environment.

Summary Text:

Each federal fiscal year, DCSS updates its Plan of Cooperation with each Local Child Support Agency (LCSA), outlining program responsibilities between the State and the local agency. The purpose of the Plan of Cooperation is to define responsibilities for securing child support, including:

- Child support establishment, collection and disbursement services;
- Medical support;
- Determining paternity and
- Providing other public services in accordance with the provisions of Title IV-D of the Social Security Act (SSA), Title 42 U.S.C. §651 et seq.

The Plan of Cooperation details and distinguishes between Santa Barbara County Child Support Services responsibilities and DCSS responsibilities in the areas of:

- Case management (case processing, case records maintenance and retention, case complaint resolution and litigation, writs and appeals);
- Paternity Opportunity Program;
- Training;
- Tribal relations;
- Audits;
- Compliance and monitoring;
- Outreach;
- Program performance (performance management plan and corrective action);
- Fiscal administration (accounting and recordkeeping, separation of cash handling and accounting, payment application data security controls, budgeting and annual allocation process, data reporting and bonding and contracting);
- Information security and privacy protection;
- Information technology (IT policies and procedures, IT procurements, IT asset management and systems development);
- Federal grants;
- Civil rights and
- Non-compliance.

Background:

The LCSA Director is granted the authority to sign the Plan of Cooperation with California DCSS under 22 CCR Section 111120(b). To enhance the public understanding of the Child Support program, the Board of Supervisors reviews the Plan of Cooperation annually.

Fiscal and Facilities Impacts: None

Budgeted: Yes

Fiscal Analysis:

There are no costs associated with this action.

Special Instructions:

None

Attachments:

California Department of Child Support Services Plan of Cooperation FFY2018

Authored by:

Mette Richardson

cc: