

CHILD SUPPORT SERVICES

Mission

The mission of the California Child Support Program is to promote the well being of children and the self sufficiency of families by assisting both parents in meeting the financial, medical and emotional needs of their children through the delivery of quality child support establishment, collection and distribution services. El Dorado County Child Support Services meets the State's mission by providing County residents the opportunity to receive services in the Placerville and South Lake Tahoe offices.

Child Support Services also oversees the County Revenue Recovery program. The mission of the Revenue Recovery program is to carry out the Board of Supervisor's fiduciary duty of collecting just and legal obligations through efficient collection practices.

Program Summaries

Administration and Services

Positions: 56.0 FTE

Extra Help: \$0

Total Appropriations: \$4,747,119

Total Revenues: \$4,747,119

Net County Cost: \$0

The Child Support Program is a Federal/State/Local mandated partnership aimed at establishing paternity and enforcement of child support and medical support. The Federal Child Support Enforcement Program was established in 1975 nationwide. A restructuring of the child support program in 2000 through State reform legislation allows counties to independently operate under the State Department of Child Support Services. The goals of the program are to promote the well being of children and self sufficiency of families by assisting both parents in meeting the financial, medical and emotional needs of their children through the delivery of quality child support establishment, collection and distribution services. Services are provided at no cost to the clients. Revenues for services are ongoing and are provided by the State at 34% and Federal government at 66%. There is no cost to the County General Fund.

EDP Maintenance & Operations

Positions: 1.0 FTE

Extra Help: \$0

Total Appropriations: \$180,258

Total Revenues: \$180,258

Net County Cost: \$0

This program is the Electronic Data Processing/Maintenance and Operations arm of the Division. Funding is provided by the State and Federal government for specific, identifiable child support automation duties and responsibilities. Funding covers Information technology support, network costs and other automation related expenses.

Revenue Recovery Division

Positions: 9.0 FTE

Extra Help: \$0

Total Appropriations: \$511,400

Total Revenues: \$511,400

Net County Cost: \$0

The Revenue Recovery Division is responsible for enforcement and collection of debts owed to many County Departments. Although Revenue Recovery is a General Fund program, costs for operating the program are fully offset by a portion of the revenues collected for the County departments served and charges for services to the agencies being served (such as Superior Court).

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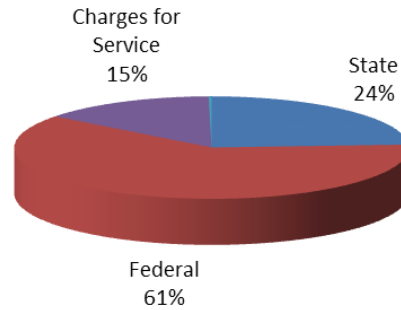
Financial Charts

Source of Funds

State and Federal Revenues (\$4,927,377): Revenues for the Child Support Services Division include a combination of State (\$1,390,481) and Federal (\$3,536,896) funds.

Charges for Services (\$827,311): Revenues from Courts and County departments for Revenue Recovery services.

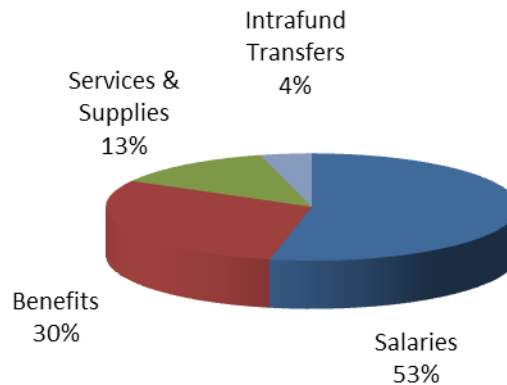
Miscellaneous (\$14,000): Revenues for other Revenue Recovery services.



Use of Funds

Funding allocated for the Child Support Services program is used only for the purpose of child support collections. All costs for Revenue Recovery activities are tracked separately and charged to the Revenue Recovery program budget.

Salaries & Benefits (\$4,790,205): Primarily comprised of salaries (\$3,073,589), retirement (\$616,044), and health insurance (\$897,139).



Services & Supplies (\$745,279): Primarily comprised of facility costs including rent, utilities, janitorial services (\$322,187); contracts for process server and locate services, external data processing, and lab testing services (\$52,240); County liability insurance charges (\$38,822), office expenses and postage (\$107,283); copier lease charges (\$36,300); computer software licenses and maintenance (\$43,740); staff development and travel (\$18,600); fleet vehicle and fuel charges (\$49,500).

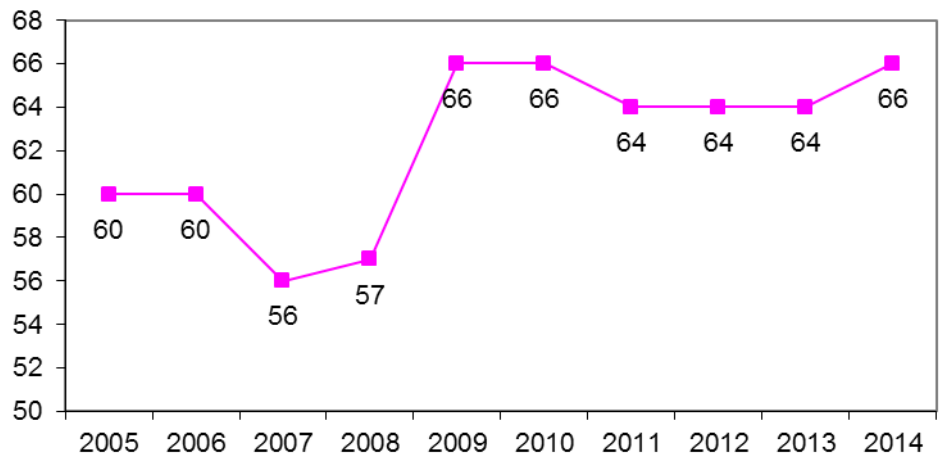
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Intrafund Transfers (\$246,204): Primarily comprised of County A-87 charges (\$61,593); charges from other departments for services such as network and mainframe support (\$105,745), and telephone costs (\$42,186).

Intrafund Abatements (\$-13,000): Transfers for charges to General Fund departments for revenues collected on their behalf.

Staffing Trend

Staffing for Child Support Services over the past ten years has fluctuated based on funding allocations provided by the State and the transfer of the County's Revenue Recovery Program to the department in FY 2008-09. The recommended staff allocation for FY 2013-14 is 66 FTEs, with 59 FTEs on the West Slope and 7 FTEs at South Lake Tahoe.



Chief Administrative Office Comments

The Recommended Budget represents an overall increase in revenues and appropriations of \$421,021 or 7.9%. There is no Net County Cost for Child Support Services.

The department's State/Federal funding allocation for FY 2013-14 Child Support Administration activities remains at \$4,747,119 and consists of 1) a base allocation of \$4,578,589 and 2) revenue stabilization augmentation funds of \$168,530 dedicated to programs that maximize the probability of success in Child Support collections. The augmentation funding is part of the local assistance base budget and is not a one-time augmentation. These funds are directed to an "early intervention" program within the Department. Early intervention has been proven to be effective in both increasing collections and improving performance measures. The State allocation for the Electronic Data Processing Maintenance and Operations (EDP/MO) program is anticipated to be \$180,258, the same level as FY 2012-13.

Revenues for the Revenue Recovery Division are increasing \$306,442 or 57%. This increase is related to new collection activity as follows:

Delinquent Formal Probation Cases

Revenue Recovery began collecting on delinquent formal probation cases in April 2013 and expects to significantly increase the collections on those accounts. Formal probation debtors typically have committed a serious crime, and owe victim

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restitution, court, and county fines and fees. Improved collections on those cases benefits residents of the county who have been harmed financially by criminals and improves the collection of fees owed to both probation and the public defender's offices which results in improved financial status for those departments. Revenue Recovery's collection of those fees also frees up probation officers, allowing them to manage other aspects of those criminals' probation conditions. There are approximately 2700 delinquent formal probation cases, owing tens of thousands of dollars each which will eventually be referred to Revenue Recovery. In addition to the current caseload, the Court has advised they expect the department to receive 40 to 60 new formal probation cases each month.

Summary Probation Cases

Revenue Recovery is also taking on collections for Summary Probation cases and there are approximately 68,000 cases which will eventually be referred. Debts owed by these lower level criminal cases are owed for misdemeanor offenses.

Victim Restitution

Revenue Recovery recently began offering services to victims whose victim restitution is still owed and unpaid post-probation. Only a few victims have requested the service so far, but the numbers will increase as the District Attorney's Victim Witness Office sends applications to 795 victims who previously had no other collection remedy and fall into this debt category.

Ambulance Debt

The Health and Human Services Agency (HHSA) has approached the department about possible collection of ambulance debt. As of February 2013 there were approximately 7766 cases with unpaid ambulance debt totaling \$6,649,631. Discussion is currently underway to consider taking on a portion of these collections.

Salaries and benefits are increasing by \$374,617. This increase is primarily associated with a request to increase staffing in the Revenue Recovery Division to manage the additional collection workload noted above (\$242,280) and increases in health insurance costs (\$123,787). The department has continued to include a projected salary savings in the Child Support Division based on current vacancy rates (\$154,095).

Services and supplies are increasing by \$43,480 primarily for the purchase of an upgraded software program to replace the current outdated collections system in the Revenue Recovery Division (\$39,140). This software will improve the department's ability to work cases, run reports and better facilitate conversion to the County's Enterprise Resource Program (ERP).

Personnel allocations for the department are recommended at 66.0 FTEs, an increase of 2.0 FTEs over FY 2012-13. The department is requesting the following position changes related to the new collections workload noted above:

Revenue Recovery Officer I/II	+2.0
Fiscal Technician	+1.0
Accounting Technician	<u>-1.0</u>
Total	+2.0

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El Dorado County Child Support Services was identified by the State as a top performing county, rated #5 out of the 58 California Counties for Federal Fiscal Year 2012 with total collections of \$13.3 million at the end of September 2012. Additionally, the Revenue Recovery Division anticipates collecting approximately \$3 million in revenues in FY 2012-13 for the agencies and departments they serve. Of that \$3 million, collections for County departments are projected at \$108,000 and offset costs in those departments. A portion of those collections is retained by Revenue Recovery to offset direct program costs resulting in a zero Net County Cost budget for the program.

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Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND
 DEPARTMENT: 79 CHILD SUPPORT SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
TYPE: R REVENUE						
SUBOBJ SUBOBJ						
0887	ST: INCENTIVES CHILD SUPPORT	1,351,524	1,351,524	1,390,481	1,390,481	38,957
CLASS: 05	REV: STATE INTERGOVERNMENTAL	1,351,524	1,351,524	1,390,481	1,390,481	38,957
1102	FED: INCENTIVES CHILD SUPPORT	3,176,447	3,176,447	284,827	284,827	-2,891,620
1103	FED: 66% CHILD SUPPORT 356	284,827	284,827	3,252,069	3,252,069	2,967,242
CLASS: 10	REV: FEDERAL	3,461,274	3,461,274	3,536,896	3,536,896	75,622
1740	CHARGES FOR SERVICES	533,651	509,599	815,311	815,311	305,712
1821	INTERFND REV: COLLECTIONS	10,004	12,000	12,000	12,000	0
CLASS: 13	REV: CHARGE FOR SERVICES	543,655	521,599	827,311	827,311	305,712
1940	MISC: REVENUE	9,749	13,270	14,000	14,000	730
CLASS: 19	REV: MISCELLANEOUS	9,749	13,270	14,000	14,000	730
TYPE: R SUBTOTAL		5,366,202	5,347,667	5,768,688	5,768,688	421,021

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Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND
 DEPARTMENT: 79 CHILD SUPPORT SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
TYPE: E EXPENDITURE					
SUBOBJ SUBOBJ					
3000 PERMANENT EMPLOYEES / ELECTED	2,942,953	2,876,507	3,046,389	3,046,389	169,882
3001 TEMPORARY EMPLOYEES	13,909	0	0	0	0
3002 OVERTIME	72	0	0	0	0
3004 OTHER COMPENSATION	22,522	0	0	0	0
3005 TAHOE DIFFERENTIAL	16,060	14,400	16,800	16,800	2,400
3006 BILINGUAL PAY	10,400	10,400	10,400	10,400	0
3020 RETIREMENT EMPLOYER SHARE	548,665	550,935	616,044	616,044	65,109
3022 MEDI CARE EMPLOYER SHARE	41,363	42,576	46,249	46,249	3,673
3040 HEALTH INSURANCE EMPLOYER SHARE	757,451	725,448	897,139	897,139	171,691
3041 UNEMPLOYMENT INSURANCE EMPLOYER	50,816	47,495	8,960	8,960	-38,535
3042 LONG TERM DISABILITY EMPLOYER	10,676	10,675	11,381	11,381	706
3043 DEFERRED COMPENSATION EMPLOYER	16,762	14,727	13,298	13,298	-1,429
3046 RETIREE HEALTH: DEFINED CONTRIBUTIONS	62,241	62,241	62,241	62,241	0
3060 WORKERS' COMPENSATION EMPLOYER	13,304	13,304	13,304	13,304	0
3080 FLEXIBLE BENEFITS	20,080	46,880	48,000	48,000	1,120
CLASS: 30 SALARY & EMPLOYEE BENEFITS	4,527,274	4,415,588	4,790,205	4,790,205	374,617
4040 TELEPHONE COMPANY VENDOR PAYMENTS	600	600	0	0	-600
4041 COUNTY PASS THRU TELEPHONE CHARGES	5,277	5,277	5,320	5,320	43
4080 HOUSEHOLD EXPENSE	231	0	0	0	0
4081 PAPER GOODS	86	0	0	0	0
4086 JANITORIAL / CUSTODIAL SERVICES	5,576	4,214	500	500	-3,714
4100 INSURANCE: PREMIUM	38,822	38,822	38,822	38,822	0
4140 MAINT: EQUIPMENT	1,576	1,760	1,581	1,581	-179
4144 MAINT: COMPUTER	3,580	4,506	3,600	3,600	-906
4180 MAINT: BUILDING & IMPROVEMENTS	14,260	29,000	4,000	4,000	-25,000
4220 MEMBERSHIPS	10,940	13,140	12,176	12,176	-964
4260 OFFICE EXPENSE	22,182	36,908	44,283	44,283	7,375
4261 POSTAGE	57,999	60,000	63,000	63,000	3,000
4262 SOFTWARE	233	1,000	40,140	40,140	39,140
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	8,726	6,383	9,800	9,800	3,417
4264 BOOKS / MANUALS	0	1,000	0	0	-1,000
4265 LAW BOOKS	6,039	5,621	6,000	6,000	379
4266 PRINTING / DUPLICATING SERVICES	1,746	250	2,500	2,500	2,250
4267 ON-LINE SUBSCRIPTIONS	120	210	1,580	1,580	1,370
4300 PROFESSIONAL & SPECIALIZED SERVICES	36,350	47,030	43,500	43,500	-3,530
4308 EXTERNAL DATA PROCESSING SERVICES	805	4,700	850	850	-3,850
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	7,726	8,550	8,100	8,100	-450
4400 PUBLICATION & LEGAL NOTICES	472	1,500	500	500	-1,000
4420 RENT & LEASE: EQUIPMENT	30,196	32,000	36,300	36,300	4,300
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	224,969	243,691	274,337	274,337	30,646
4461 EQUIP: MINOR	2,972	382	0	0	-382
4462 EQUIP: COMPUTER	538	0	8,400	8,400	8,400
4500 SPECIAL DEPT EXPENSE	18,025	22,407	10,600	10,600	-11,807
4503 STAFF DEVELOPMENT	4,685	12,710	8,600	8,600	-4,110
4529 SOFTWARE LICENSE	14,237	19,237	13,940	13,940	-5,297
4600 TRANSPORTATION & TRAVEL	4,382	12,000	10,000	10,000	-2,000
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	1,849	4,000	3,500	3,500	-500
4605 RENT & LEASE: VEHICLE	26,350	30,000	32,000	32,000	2,000
4606 FUEL PURCHASES	14,188	17,500	17,500	17,500	0
4620 UTILITIES	33,609	37,401	43,850	43,850	6,449
CLASS: 40 SERVICE & SUPPLIES	599,346	701,799	745,279	745,279	43,480

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Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND
DEPARTMENT: 79 CHILD SUPPORT SERVICES

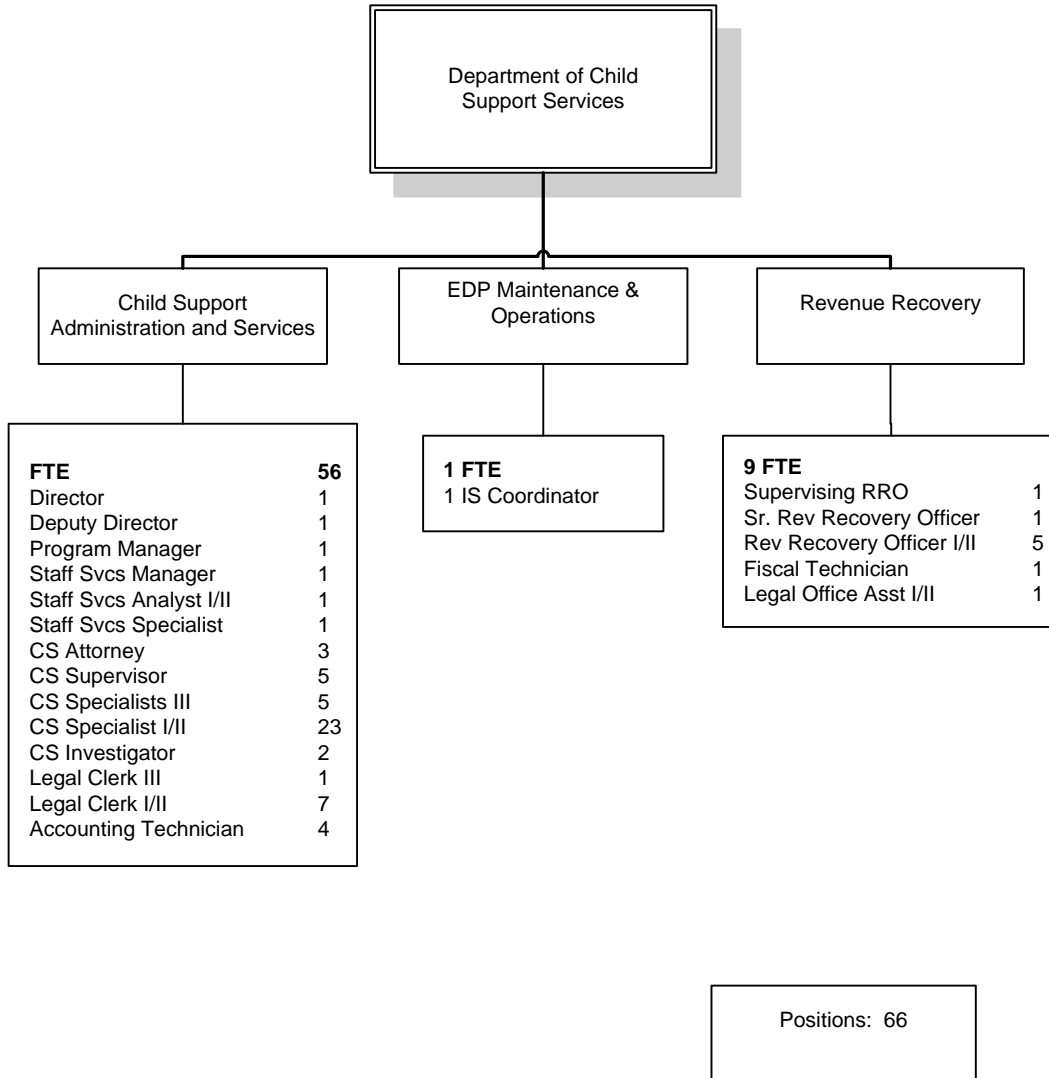
		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
7200	INTRAFUND TRANSFERS: ONLY GENERAL	15,633	10,800	19,000	19,000	8,200
7220	INTRAFND: TELEPHONE EQUIPMENT &	41,500	41,500	42,186	42,186	686
7223	INTRAFND: MAIL SERVICE	15,316	15,316	15,316	15,316	0
7224	INTRAFND: STORES SUPPORT	1,364	1,364	1,364	1,364	0
7225	INTRAFND: CENTRAL DUPLICATING	7,098	7,691	0	0	-7,691
7227	INTRAFND: MAINFRAME SUPPORT	21,899	21,899	21,899	21,899	0
7231	INTRAFND: IS PROGRAMMING SUPPORT	600	600	1,000	1,000	400
7233	INTRAFND: CHILD SUPPORT SERVICES	61,264	61,264	61,593	61,593	329
7234	INTRAFND: NETWORK SUPPORT	83,846	83,846	83,846	83,846	0
CLASS: 72	INTRAFUND TRANSFERS	248,520	244,280	246,204	246,204	1,924
7353	INTRFND ABATEMENTS: COLLECTIONS	-8,938	-14,000	-13,000	-13,000	1,000
CLASS: 73	INTRAFUND ABATEMENT	-8,938	-14,000	-13,000	-13,000	1,000
TYPE: E SUBTOTAL		5,366,202	5,347,667	5,768,688	5,768,688	421,021
FUND TYPE: 10	SUBTOTAL	0	0	0	0	0
DEPARTMENT: 79	SUBTOTAL	0	0	0	0	0

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Personnel Allocations

Classification Title	2012-13 Adjusted Allocation	2013-14 Dept Request	2013-14 CAO Recm'd	Diff from Adjusted
Director of Child Support Services	1.00	1.00	1.00	-
Accounting Technician	5.00	4.00	4.00	(1.00)
Child Support Attorney I-IV	3.00	3.00	3.00	-
Child Support Investigator I/II	2.00	2.00	2.00	-
Child Support Specialist I/II	23.00	23.00	23.00	-
Child Support Specialist III	5.00	5.00	5.00	-
Child Support Supervisor	5.00	5.00	5.00	-
Deputy Director of Child Support Services	1.00	1.00	1.00	-
Fiscal Technician	-	1.00	1.00	1.00
Information Systems Coordinator	1.00	1.00	1.00	-
Legal Clerk I/II	7.00	7.00	7.00	-
Legal Clerk III	1.00	1.00	1.00	-
Legal Office Assistant I/II	1.00	1.00	1.00	-
Program Manager	1.00	1.00	1.00	-
Revenue Recovery Officer I/II	3.00	5.00	5.00	2.00
Sr Revenue Recovery Officer	1.00	1.00	1.00	-
Staff Services Analyst I/II	1.00	1.00	1.00	-
Staff Services Manager	1.00	1.00	1.00	-
Staff Services Specialist	1.00	1.00	1.00	-
Supervising Revenue Recovery Officer	1.00	1.00	1.00	-
Department Total	64.00	66.00	66.00	2.00

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Ten Year History

	04/05 Actual	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Actual
Use of Funds	15,568	17,302	97,783	71,687	21,554
State	91,145	84,656	53,014	111,645	91,655
Federal	16,398	-	-	-	-
Other Governmental	7,834	5,882	-	-	-
Charges for Service	-	-	-	-	415,659
Misc.	-	-	-	-	13,108
Othe Financing Sources	4,527,198	4,645,178	4,570,109	4,606,199	4,496,126
Total Revenue	4,658,143	4,753,018	4,720,906	4,789,531	5,038,102
Salaries	2,173,476	2,331,332	2,466,170	2,559,984	2,862,474
Benefits	1,100,360	1,247,691	1,208,148	1,224,528	1,301,596
Services & Supplies	755,131	519,999	564,612	464,325	650,560
Other Charges	977	1,780	1,166	363	-
Fixed Assets	-	10,074	119,059	1,969	30,925
Intrafund Transfers	643,687	582,101	418,991	532,303	287,590
Total Appropriations	4,673,631	4,692,977	4,778,146	4,783,472	5,133,145
NCC	15,488	(60,041)	57,240	(6,059)	95,043
FTE's	60	60	56	57	66

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Ten Year History

	09/10 Actual	10/11 Actual	11/12 Actual	12/13 Projected	13/14 Budget
Use of Funds	4,141	4,838	3,542	-	-
State	9,992	1,369,337	1,586,375	1,351,524	1,390,481
Federal	-	3,403,815	3,338,745	3,461,274	3,536,896
Other Governmental	-	-	-	-	-
Charges for Service	421,225	434,276	500,321	543,655	827,311
Misc.	12,289	12,255	11,689	9,749	14,000
Othe Financing Sources	4,748,959	-	-	-	-
Total Revenue	5,196,606	5,224,521	5,440,672	5,366,202	5,768,688
Salaries	2,978,190	2,906,058	3,115,792	3,005,916	3,073,589
Benefits	1,266,938	1,388,186	1,497,667	1,521,358	1,716,616
Services & Supplies	713,245	620,913	559,293	599,346	745,279
Other Charges	-	-	-	-	-
Fixed Assets	-	-	5,668	-	-
Intrafund Transfers	231,648	315,500	285,776	239,582	233,204
Total Appropriations	5,190,021	5,230,657	5,464,196	5,366,202	5,768,688
NCC	(6,585)	6,136	23,524	-	-
FTE's	66	64	64	64	66

10 Year Variance		
	\$ Change	% Change
Use of Funds	(15,568)	-100%
State	1,299,336	1426%
Federal	3,520,498	21469%
Other Governmental	(7,834)	-100%
Charges for Service	827,311	N/A
Misc.	14,000	N/A
Othe Financing Sources	(4,527,198)	-100%
Total Revenue	1,110,545	24%
Salaries	900,113	41%
Benefits	616,256	56%
Services & Supplies	(9,852)	-1%
Other Charges	(977)	-100%
Fixed Assets	-	N/A
Intrafund Transfers	(410,483)	-64%
Total Appropriations	1,095,057	23%
NCC	(15,488)	-100%
FTE's	6	10%

Notes

Child Support included in DA's office in FY 2000-01

FY 2008-09 Revenue Recovery transferred to Child Support (5FTE). Deleted 1 FTE in November 2008.

May 2009 added 5 FTE to Child Support and 2 FTE to Revenue Recovery. All positions are revenue offset.

FY 2010-11 Child Support allocation remains flat while costs increase.

FY 2010-11 Accounting practice change to shift funding from Other Financing Sources into State and Federal line items