

# CHILD SUPPORT SERVICES

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## 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: 50.0 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: \$254,694

Total Revenues: \$254,694

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: \$900,678

Total Revenues: \$900,678

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).

# CHILD SUPPORT SERVICES

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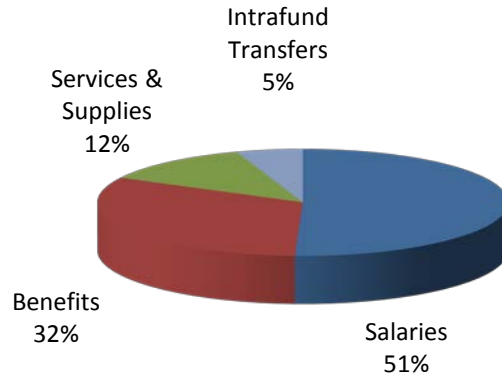
## Financial Charts

### Source of Funds

State and Federal Revenues (\$5,001,813): Revenues for the Child Support Services Division include a combination of State (\$1,415,790) and Federal (\$3,586,023) funds.

Charges for Services (\$886,678): Revenues from Courts and County departments for Revenue Recovery services.

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



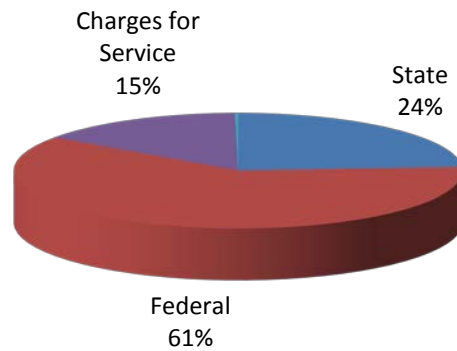
### Use of Funds

Salaries & Benefits (\$4,876,145): Primarily comprised of salaries (\$2,958,446), health insurance (\$945,762), and retirement (\$726,035).

Services & Supplies (\$716,682): Primarily comprised of facility costs including rent, utilities, janitorial services (\$325,103); office expenses and postage (\$93,100); fleet vehicle and fuel charges (\$50,400); County liability insurance charges (\$50,185); contracts for process server and locate services, external data processing, and lab testing services (\$47,910); and staff development and travel (\$13,000).

Intrafund Transfers (\$329,464): Primarily comprised of A-87 charges (\$290,979).

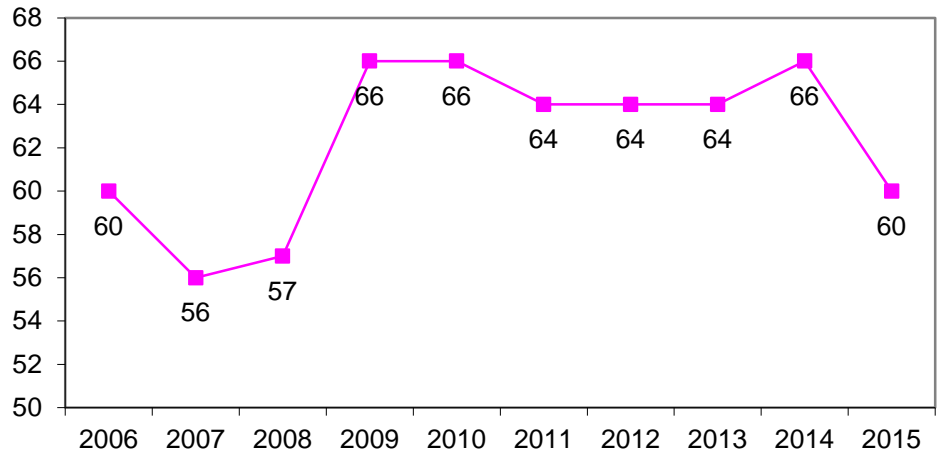
Intrafund Abatements (\$-19,800): Transfers for charges to General Fund departments for revenues collected on their behalf.



# CHILD SUPPORT SERVICES

## 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 2014-15 is 60 FTEs, with 53 FTEs on the West Slope and 7 FTEs at South Lake Tahoe. The 6.0 FTE decrease is primarily due to increases in expenses and stagnate revenue from the state and federal government. The six positions that are being deleted are vacant and most of the positions have been reoccurring vacancies.



## Chief Administrative Office Comments

The Recommended Budget represents an overall increase of \$75,212 or 13% in revenues and appropriations when compared to the FY 2013-14 adopted budget. There is no Net County Cost for Child Support Services.

Increased revenues are primarily related to charges for service related to revenue recovery services. Revenues for Child Support services are the same as FY 2013-14. Increased appropriations are primarily related to retirement and health insurance.

### Recommended Staffing Changes

Six vacant positions were deleted due to stagnate revenue from the State and Federal Government. These positions had been unfunded vacancies over the last few years. The FY 2014-15 Child Support allocation from the State will not support these positions. The Chief Administrative Office is recommending the deletion of these positions to bring the funded personnel allocations in line with the revenue allocation from the State.

The following are the six vacant positions that are being recommended to be deleted:

- Child Support Supervisor
- Child Support Specialist I/II (5 FTEs)
- Legal Clerk

The Child Support Department will continue to have budget issues as long as State and Federal revenues stay stagnate as expenses increase. Without an increase in revenues in the FY 2015-16 budget further solutions will have to be explored to manage the department's budget.

## **CHILD SUPPORT SERVICES**

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The budget does include three staffing changes to true up two underfills and one overfill. The following are the changes:

- Addition of a Staff Services Specialist and the deletion of a Child Support Specialist I/II (overfill).
- Addition of an Office Assistant I/II and the deletion of a Legal Clerk I/II (underfill).
- Addition of an Account Technician and the deletion of an Account Clerk II (underfill).

The department requested the addition of an Administrative Services Officer allocation. However, at this time, revenue from the Federal and State governments will not support that request.

# CHILD SUPPORT SERVICES

## 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
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0887	ST: INCENTIVES CHILD SUPPORT	1,426,421	1,426,421	1,415,790	1,415,790	-10,631
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,426,421	1,426,421	1,415,790	1,415,790	-10,631
1102	FED: INCENTIVES CHILD SUPPORT	284,827	284,827	284,827	284,827	0
1103	FED: 66% CHILD SUPPORT 356	3,321,835	3,321,835	3,301,196	3,301,196	-20,639
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	3,606,662	3,606,662	3,586,023	3,586,023	-20,639
1740	CHARGES FOR SERVICES	768,196	768,196	874,678	874,678	106,482
1821	INTERFND REV: COLLECTIONS	12,000	12,000	12,000	12,000	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	780,196	780,196	886,678	886,678	106,482
1940	MISC: REVENUE	14,000	14,000	14,000	14,000	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	14,000	14,000	14,000	14,000	0
<b>TYPE: R SUBTOTAL</b>		5,827,279	5,827,279	5,902,491	5,902,491	75,212

# CHILD SUPPORT SERVICES

## 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	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	2,997,728	2,997,728	3,047,175	2,958,446	-39,282
3005	TAHOE DIFFERENTIAL	16,800	16,800	18,000	18,480	1,680
3006	BILINGUAL PAY	10,400	10,400	10,400	10,400	0
3020	RETIREMENT EMPLOYER SHARE	616,044	616,044	702,830	726,035	109,991
3022	MEDI CARE EMPLOYER SHARE	46,249	46,249	50,011	52,223	5,974
3040	HEALTH INSURANCE EMPLOYER	897,139	897,139	910,424	945,762	48,623
3041	UNEMPLOYMENT INSURANCE EMPLOYER	8,960	8,960	0	0	-8,960
3042	LONG TERM DISABILITY EMPLOYER	11,381	11,381	8,451	8,962	-2,419
3043	DEFERRED COMPENSATION EMPLOYER	13,298	13,298	13,951	14,699	1,401
3046	RETIREE HEALTH: DEFINED	62,241	62,241	64,473	64,473	2,232
3060	WORKERS' COMPENSATION EMPLOYER	13,304	13,304	27,080	27,080	13,776
3080	FLEXIBLE BENEFITS	48,000	48,000	23,350	49,585	1,585
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>4,741,544</b>	<b>4,741,544</b>	<b>4,876,145</b>	<b>4,876,145</b>	<b>134,601</b>
4040	TELEPHONE COMPANY VENDOR	0	0	10,800	10,800	10,800
4041	COUNTY PASS THRU TELEPHONE CHARGES	5,320	5,320	5,400	5,400	80
4080	HOUSEHOLD EXPENSE	0	0	39	39	39
4086	JANITORIAL / CUSTODIAL SERVICES	500	500	500	500	0
4100	INSURANCE: PREMIUM	38,822	38,822	50,185	50,185	11,363
4140	MAINT: EQUIPMENT	1,581	1,581	1,580	1,580	-1
4144	MAINT: COMPUTER	3,600	3,600	6,360	6,360	2,760
4180	MAINT: BUILDING & IMPROVEMENTS	4,000	4,000	500	500	-3,500
4220	MEMBERSHIPS	12,176	12,176	12,176	12,176	0
4260	OFFICE EXPENSE	36,988	36,988	29,100	29,100	-7,888
4261	POSTAGE	63,000	63,000	64,000	64,000	1,000
4262	SOFTWARE	50,140	50,140	500	500	-49,640
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	9,800	9,800	40,330	40,330	30,530
4265	LAW BOOKS	6,000	6,000	6,000	6,000	0
4266	PRINTING / DUPLICATING SERVICES	2,500	2,500	3,500	3,500	1,000
4267	ON-LINE SUBSCRIPTIONS	1,580	1,580	2,352	2,352	772
4300	PROFESSIONAL & SPECIALIZED SERVICES	43,500	43,500	33,000	33,000	-10,500
4308	EXTERNAL DATA PROCESSING SERVICES	850	850	1,550	1,550	700
4320	VERBATIM: TRANSCRIPTION	0	0	500	500	500
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	8,100	8,100	7,000	7,000	-1,100
4400	PUBLICATION & LEGAL NOTICES	500	500	500	500	0
4420	RENT & LEASE: EQUIPMENT	36,300	36,300	30,500	30,500	-5,800
4440	RENT & LEASE: BUILDING &	274,337	274,337	278,903	278,903	4,566
4462	EQUIP: COMPUTER	10,607	10,607	2,207	2,207	-8,400
4500	SPECIAL DEPT EXPENSE	10,600	10,600	3,100	3,100	-7,500
4503	STAFF DEVELOPMENT	8,600	8,600	9,500	9,500	900
4529	SOFTWARE LICENSE	13,940	13,940	11,000	11,000	-2,940
4600	TRANSPORTATION & TRAVEL	10,000	10,000	6,000	6,000	-4,000
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	3,500	3,500	3,500	3,500	0
4605	RENT & LEASE: VEHICLE	32,000	32,000	32,000	32,000	0
4606	FUEL PURCHASES	17,500	17,500	18,400	18,400	900
4620	UTILITIES	43,850	43,850	45,700	45,700	1,850
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>750,191</b>	<b>750,191</b>	<b>716,682</b>	<b>716,682</b>	<b>-33,509</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	19,000	19,000	17,000	17,000	-2,000
7220	INTRAFND: TELEPHONE EQUIPMENT &	42,186	42,186	0	0	-42,186
7223	INTRAFND: MAIL SERVICE	15,316	15,316	18,967	18,967	3,651
7224	INTRAFND: STORES SUPPORT	1,364	1,364	518	518	-846
7227	INTRAFND: MAINFRAME SUPPORT	38,799	38,799	0	0	-38,799
7231	INTRAFND: IS PROGRAMMING SUPPORT	11,000	11,000	2,000	2,000	-9,000
7233	INTRAFND: CHILD SUPPORT SERVICES	61,593	61,593	290,979	290,979	229,386
7234	INTRAFND: NETWORK SUPPORT	159,286	159,286	0	0	-159,286
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>348,544</b>	<b>348,544</b>	<b>329,464</b>	<b>329,464</b>	<b>-19,080</b>

# CHILD SUPPORT SERVICES

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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
7353 INTRFND ABATEMENTS: COLLECTIONS	-13,000	-13,000	-19,800	-19,800	-6,800
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-13,000	-13,000	-19,800	-19,800	-6,800
<b>TYPE: E SUBTOTAL</b>	5,827,279	5,827,279	5,902,491	5,902,491	75,212
<b>FUND TYPE: 10 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 79 SUBTOTAL</b>	0	0	0	0	0

## CHILD SUPPORT SERVICES

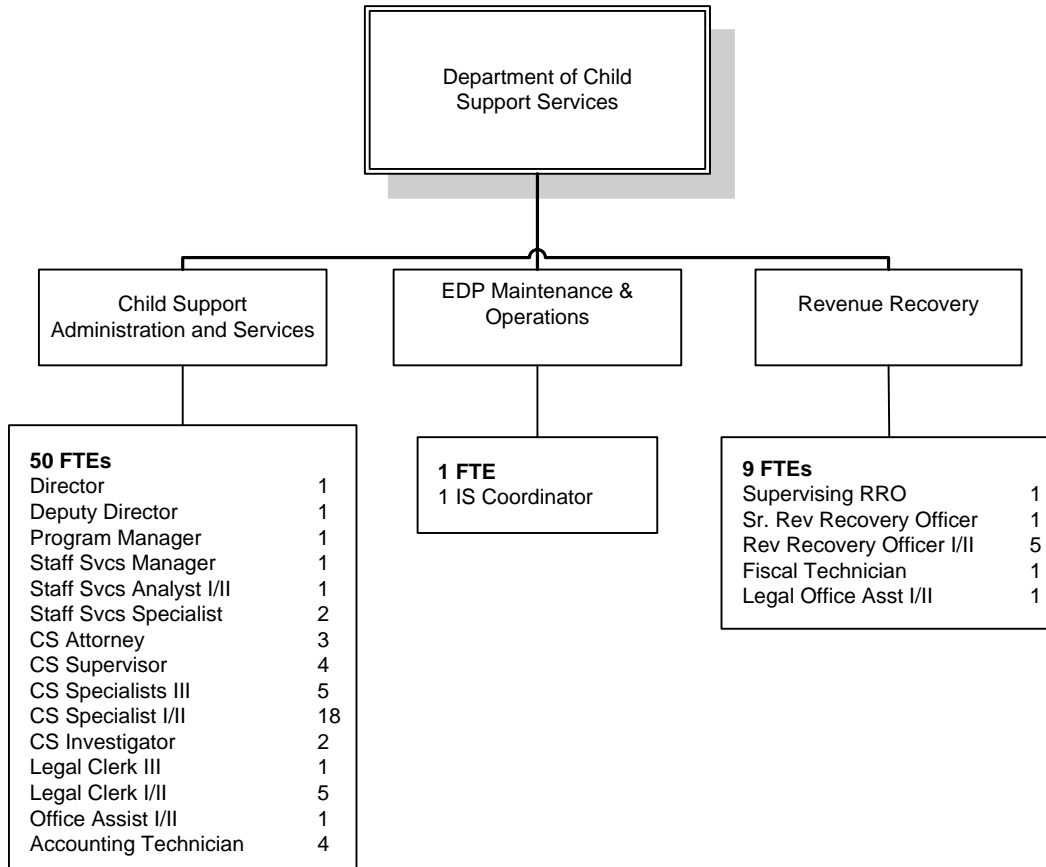
### Personnel Allocations

Classification Title	2013-14 Adjusted Allocation	2014-15 Dept Request	2014-15 CAO Recm'd	Diff from Adjusted
Director of Child Support Services	1.00	1.00	1.00	-
Accounting Technician	3.00	3.00	4.00	1.00
Account Clerk II	1.00	1.00	-	(1.00)
Administrative Services Officer	-	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 Program Manager	1.00	1.00	1.00	-
Child Support Specialist I/II	23.00	23.00	18.00	(5.00)
Child Support Specialist III	5.00	5.00	5.00	-
Child Support Supervisor	5.00	5.00	4.00	(1.00)
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	5.00	(2.00)
Legal Clerk III	1.00	1.00	1.00	-
Legal Office Assistant I/II	1.00	1.00	1.00	-
Office Assistant I/II	-	-	1.00	1.00
Revenue Recovery Officer I/II	5.00	5.00	5.00	-
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	2.00	1.00
Supervising Revenue Recovery Officer	1.00	1.00	1.00	-
<b>Department Total</b>	<b>66.00</b>	<b>67.00</b>	<b>60.00</b>	<b>(6.00)</b>



# CHILD SUPPORT SERVICES

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## CHILD SUPPORT SERVICES

### Ten Year History

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Actual	09/10 Actual
Use of Funds	17,302	97,783	71,687	21,554	4,141
State	84,656	53,014	111,645	91,655	9,992
Federal	-	-	-	-	-
Other Governmental	5,882	-	-	-	-
Charges for Service	-	-	-	415,659	421,225
Misc.	-	-	-	13,108	12,289
Othe Financing Sources	4,645,178	4,570,109	4,606,199	4,496,126	4,748,959
<b>Total Revenue</b>	<b>4,753,018</b>	<b>4,720,906</b>	<b>4,789,531</b>	<b>5,038,102</b>	<b>5,196,606</b>
Salaries	2,331,332	2,466,170	2,559,984	2,862,474	2,978,190
Benefits	1,247,691	1,208,148	1,224,528	1,301,596	1,266,938
Services & Supplies	519,999	564,612	464,325	650,560	713,245
Other Charges	1,780	1,166	363	-	-
Fixed Assets	10,074	119,059	1,969	30,925	-
Intrafund Transfers	582,101	418,991	532,303	287,590	231,648
<b>Total Appropriations</b>	<b>4,692,977</b>	<b>4,778,146</b>	<b>4,783,472</b>	<b>5,133,145</b>	<b>5,190,021</b>
<b>NCC</b>	<b>(60,041)</b>	<b>57,240</b>	<b>(6,059)</b>	<b>95,043</b>	<b>(6,585)</b>
<b>FTE's</b>	<b>60</b>	<b>56</b>	<b>57</b>	<b>66</b>	<b>66</b>

## CHILD SUPPORT SERVICES

### Ten Year History

	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Projected	14/15 Budget
Use of Funds	4,838	3,542	3,062	-	-
State	1,369,337	1,586,375	1,464,265	1,426,421	1,415,790
Federal	3,403,815	3,338,745	3,103,240	3,606,662	3,586,023
Other Governmental	-	-	-	-	-
Charges for Service	434,276	500,321	535,467	780,196	886,678
Misc.	12,255	11,689	10,794	14,000	14,000
Othe Financing Sources	-	-	-	-	-
<b>Total Revenue</b>	<b>5,224,521</b>	<b>5,440,672</b>	<b>5,116,828</b>	<b>5,827,279</b>	<b>5,902,491</b>
Salaries	2,906,058	3,115,792	2,983,186	3,024,928	2,987,326
Benefits	1,388,186	1,497,667	1,461,376	1,716,616	1,888,819
Services & Supplies	620,913	559,293	554,899	750,191	716,682
Other Charges	-	-	-	-	-
Fixed Assets	-	5,668	-	-	-
Intrafund Transfers	315,500	285,776	142,305	335,544	309,664
<b>Total Appropriations</b>	<b>5,230,657</b>	<b>5,464,196</b>	<b>5,141,766</b>	<b>5,827,279</b>	<b>5,902,491</b>
<b>NCC</b>	<b>6,136</b>	<b>23,524</b>	<b>24,938</b>	<b>-</b>	<b>-</b>
<b>FTE's</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>66</b>	<b>60</b>

10 Year Variance		
	\$ Change	% Change
Use of Funds	(17,302)	-100%
State	1,331,134	1572%
Federal	3,586,023	#DIV/0!
Other Governmental	(5,882)	-100%
Charges for Service	886,678	N/A
Misc.	14,000	N/A
Othe Financing Sources	(4,645,178)	-100%
<b>Total Revenue</b>	<b>1,149,473</b>	<b>24%</b>
Salaries	655,994	28%
Benefits	641,128	51%
Services & Supplies	196,683	38%
Other Charges	(1,780)	-100%
Fixed Assets	(10,074)	N/A
Intrafund Transfers	(272,437)	-47%
<b>Total Appropriations</b>	<b>1,209,514</b>	<b>26%</b>
<b>NCC</b>	<b>60,041</b>	<b>-100%</b>
<b>FTE's</b>	<b>-</b>	<b>0%</b>

#### 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