



## Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee

Meeting Agenda  
Wednesday, April 6, 2022  
1:00 – 3:00 PM

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Participants, staff, and the public will participate in this meeting via teleconference or otherwise electronically. Authorization is allowed for pursuant to Assembly Bill 361 and specifically Government Code section 54953(e)(1) if a resolution is passed if the COVID-19 pandemic state of emergency is ongoing and meeting in person would present imminent risks to the health or safety of attendees.

### **Remote Audio and Video Meeting Participation**

Please use this link to join the meeting from your computer or smartphone:  
<https://yolocounty.zoom.us/j/85453090343?pwd=VEV0K2V3MVIMM2tLQU9scmk0aWhiUT09>

**Webinar ID:** 854 5309 0343

**Passcode:** 111975

### **Or Dial by your location:**

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### **General Agenda**

#### **1. Call to Order, Roll Call**



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

### **2. Consider Approval of Agenda**

### **3. Public Comment**

- a. Submit written public comments to [childsupport@csy.cse.ca.gov](mailto:childsupport@csy.cse.ca.gov). E-mails are distributed to the Leadership Advisory Committee (LAC), and support staff. To ensure the LAC has the opportunity to review information prior to the meeting, please send e-mails by 10:00 AM on the meeting date.
- b. Live remote public comments:
  - i. Device with microphone: Press the "raise a hand" button.
  - ii. Phone: Press \*9 to indicate a desire to make comment

Support staff will call you by your name or phone number when it is your turn to comment. Speakers will be limited to no more than three minutes and will be asked to state their name for the record.

### **Consent Items**

#### **4. Resolution to Authorize Remote Meetings by Finding**

#### **5. Approve the minutes of the December 10, 2021 Leadership Advisory Committee Meeting**

#### **6. General Update**

#### **7. Long Range Planning Calendar**

### **Discussion Items**

#### **8. RCSA Financial Update – Amanda Battles**

#### **9. Yuba City Office Move Update – Colin Anderson**



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

### **10. Leadership Advisory Committee Comments and Discussion**

### **11. Adjourn**

### **Closed Session**

### **12. Public Employment, Employee Evaluation – Yolo CAO**

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## Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee

To: RCSA Leadership Advisory Committee  
From: Natalie Dillon, Regional Director  
Subject: Resolution to Authorize Remote Meeting by Finding (Agenda Item #4 - Consent)  
Date: April 6, 2022

As the LAC is an advisory body, it is covered by the Brown Act. Governor Newsom's Executive Order N-29-20 allowed for a deviation of teleconference rules required by the Brown Act during the COVID-19 Pandemic. As such, the first three meetings of the LAC were held virtually via Zoom, with meeting information posted in each of the three counties and on the RCSA website. The Executive Order expired in September 2021.

AB 361 considered urgency legislation, was signed into law and went into effect immediately, added and repealed sections of the Government Code related to open meetings. To use AB 361's simplified procedures after October 1, 2021, the Governor must have declared a state of emergency, and the state of emergency must be in effect. For the current COVID-19 pandemic, this requirement is satisfied. Additionally, either of the following circumstances must be present:

- State or local officials continue to impose or recommend measures to promote social distancing; or
- As a result of the declared emergency, the legislative body finds by majority vote that meeting in person would present imminent risks to the health or safety of attendees.

The Yolo County Counsel's office recommends that all local legislative bodies consider adding an item for consideration at the beginning of their first meeting on or after October 1, 2021 to affirm their intention to proceed using AB 361. Therefore, staff recommends that the Regional Child Support Agency Leadership Advisory Committee consider and approve the following:

**Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic.**

By authorizing remote meetings, it will allow for the meeting of April 6, 2022 to be held via teleconference. The renewal will need to be approved if conditions persist at each meeting the LAC wishes to be held virtually.



## Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee

### Meeting Minutes

Friday, December 10, 2021  
10:00 AM – 12:00 PM

This meeting occurred via teleconference compliant with the Governor's [Executive Order N-29-20](#) which allows for a deviation of teleconference rules required by the Brown Act. The recording of this meeting can be viewed [here](#).

LAC Members	
<b>Kent Boes</b>	Colusa County Supervisor
<b>Wendy G. Tyler</b>	Colusa County Administrative Officer
<b>Mike Ziegenmeyer</b>	Sutter County Supervisor
<b>Steven M. Smith</b>	Sutter County Administrative Officer
<b>Don Saylor</b>	Yolo County Supervisor
<b>Daniel Kim</b>	Yolo County Interim Administrative Officer

### General Agenda

#### 1. Call to Order, Roll Call

Meeting started 10:03am.

Roll called, LAC members present were:

Colusa County Supervisor Kent Boes.

Colusa County Administrative Officer Wendy Tyler.

Sutter County Supervisor Mike Ziegenmeyer.



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

Sutter County Deputy Administrator Matt Michaelis *for*  
Sutter County Administrative Officer Steve Smith.  
Yolo County Supervisor Don Saylor.  
Yolo County Deputy Chief Administrator Jill Cook *for*  
Yolo County Interim Administrative Officer Chad Rinde.

Also present were:

Colusa, Sutter and Yolo Regional Child Support Agency  
Director Natalie Dillon.  
Assistant Director Amanda Battles.

### **2. Consider Approval of Agenda**

10:05am, Director Dillon requested motion to approve the agenda. Supervisor Saylor motioned to approve, Supervisor Ziegenmeyer seconded motion. Votes approved.

MOVED BY: Saylor / SECONDED BY: Ziegenmeyer  
AYES: Boes, Tyler, Ziegenmeyer, Michaelis, Saylor, Cook.  
NOES: None.  
ABSTAIN: None.  
ABSENT: None.

### **3. Public Comment**

10:05am, No live public comment via callers / online chat. None received via other correspondence before meeting start.

### **Approval of Consent Agenda**

10:05am, Supervisor Saylor motioned to approve consent agenda. Administrator Tyler seconded motion. Votes approved.



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

MOVED BY: Saylor / SECONDED BY: Tyler.

AYES: Boes, Tyler, Ziegenmeyer, Michaelis, Saylor, Cook.

NOES: None.

ABSTAIN: None.

ABSENT: None.

### **Consent Items**

- 4. Resolution to Authorize Remote Meetings by Finding**
- 5. Approve the minutes of the minutes of the September 1, 2021 LAC Meeting**
- 6. General Update**
- 7. Long Range Planning Calendar**

### **Discussion Items**

#### **8. 2022 Meeting Schedule and Location – Natalie Dillon**

10:06am, Director Dillon introduced this topic with the staff recommendation that the Leadership Advisory Committee meet twice annually, once in the spring and once in late summer; and that meetings be held virtually where possible. When virtual meetings are no longer possible the LAC alternate meeting locations, starting in Woodland, then Colusa, then Sutter counties.

Administrator Tyler and Supervisor Boes discussed agendaizing the meeting as virtual to consider meeting requirements. Director Dillon advised that per Yolo County counsel, if conditions such as the pandemic and requirements for social distancing persist, virtual meetings would meet requirements and a sort of special, 30-day notice meeting would not be required. However, should conditions change, it is the understanding that in-person meetings be required. Supervisor Saylor and Administrator Tyler offered that provisions of the Brown Act should still allow virtual meetings provided all meeting locations are posted with proper notice; both adding support for virtual meetings.



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

Director Dillon requested feedback on recommended meeting frequency. Administrator Tyler supported the recommended two meeting per year; Supervisor Boes agreed, barring any urgent matters which may be resolved through special meetings.

10:11am, Supervisor Ziegenmeyer motioned to approve 2 meetings annually for 2022, Supervisor Saylor seconded motion. With request by Administrator Tyler, Supervisor Ziegenmeyer amended motion to approve 2 meetings annually to be conducted virtually, Supervisor Saylor seconded amended motion. Votes Approved.

MOVED BY: Ziegenmeyer / SECONDED BY: Saylor.

AYES: Boes, Tyler, Ziegenmeyer, Michaelis, Saylor, Cook.

NOES: None.

ABSTAIN: None.

ABSENT: None.

### **9. Yuba City Office Move Update – Natalie Dillon**

10:13am, Director Dillon explained the former intention to pursue leased property at Butte House Road became too expensive due to labor and supply chain issues. Original construction estimates were approximately \$150,000.00 and once learning that new factors would increase this cost to an estimated \$500,000.00, the RCSA began pursuing alternative locations. One property included in the meeting package is located at 1007 Live Oak Blvd, STE B2, Yuba City, CA. A Yolo County space planner, State IT, and RCSA staff have toured this space; near Highway 20 and closer to the Sutter Superior courthouse compared the current Garden Highway location. A letter of intent to lease the space is being negotiated with the owner.

Administrator Tyler confirmed the space to be suite B2, approximately 3,800 square feet. Deputy Administrator Michaelis inquired on estimated cost; Assistant





## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

Director Battles advised that with tenant improvements, monthly cost is estimated to be at or less than current space cost. Director Dillon confirmed, approximately \$7,000 per month, comparable to current cost.

### **10. FFY 2021 Performance Update – Natalie Dillon**

10:22am, Director Dillon provided overview of included materials. These performance metrics included Total Regional Distributed Collections; Regional versus State Paternity Establishment Percentage (PEP), Supervisor Saylor asked a clarifying question concerning paternity percentage over 100%, Director Dillon explained this metric. Supervisor Saylor requested to learn more about dashboard metrics in use by specialists of the RCSA.

Other performance topics included Cases with Support Orders Established; Collections on Current Support; and Cases with Collections on Arrears. The LAC had no additional requests at this time.

### **11. Leadership Advisory Committee Comments and Discussion**

10:33am, Director Dillon opened the discussion to all committee members for questions, comments, or input.

No questions or comments from the LAC. Dillon acknowledged that first Board of Supervisor meetings of the year may include changes for committee assignments and requested any LAC member updates that may occur be relayed so staff may update material.

### **12. Adjourn**

Meeting adjourned 10:36pm



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

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## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

To: RCSA Leadership Advisory Committee  
From: Natalie Dillon, Regional Director  
Subject: General Update (Agenda Item #6)  
Date: April 6, 2022

### **Leadership Advisory Committee**

Each of the counties' Boards of Supervisors evaluated their committee assignments for 2022. There were no changes to the Board or CAO assignments to the Leadership Advisory Committee (LAC).

### **RCSA Offices**

A number of projects are occurring in each of our offices – this is an exciting time. It should be noted that several staff have taken advantage of the flexibility to change their primary work location to one that is more convenient to their homes. Below are site specific updates.

#### **Colusa Lease**

On February 8, 2022, the Yolo County Board of Supervisors approved a five-year lease with Ralph L. Keeley, III for the space located at 217 9<sup>th</sup> Street, Colusa, CA. The original lease was signed by Colusa County effective September 1, 2013, and was extended three times, through February 28, 2022. The new lease is effective March 1, 2022 through June 30, 2026.

As part of the lease negotiations, the RCSA and the property owner agreed to split the costs of paint, new building signage and carpet cleaning. In preparation for the Colusa office refresh, a significant effort was made to purge the office of excess furniture and files. The Colusa Child Support program had not imaged historic case files, prior to going paperless. This scanning and imaging project was completed by RCSA staff through an overtime project and is now complete.

#### **Yuba City Lease**

On March 8, 2022, the Yolo County Board of Supervisors approved a ten-year lease with the Evans Family Trust, for space located at 1007 Live Oak Blvd, Yuba City, CA. This is the location that the Leadership Advisory Committee (LAC) was briefed on during the December 2021 meeting. We are anticipating moving in May 2022. More detailed information is provided in the meeting packet.



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

### **Woodland Office**

There has been considerable construction on the second floor of 100 West Court Street, Woodland – the Woodland office of the RCSA. Yolo County purchased the building several years ago, planning for Yolo County IT to move into that space. Construction is coming to a close over the next month or two, with IT staff anticipated to move over the next few months.

### **Glenn County Shared Attorney Services**

In January, I was approached by Dawn Mayer, the Director of the Glenn County Department of Child Support Services asking if we would be open to entering into a Shared Services agreement for attorney services as their attorney accepted a position with another local child support agency effective January 24, 2022. The CSY Regional had essentially two and half attorneys that go to our three courts, and back each other up. Two of the positions are full time FTE, the other position is a part time, extra help attorney. The extra help attorney wanted a full-time position, but the RCSA hasn't had the workload to substantiate it. This shared service agreement, approved by the Glenn County Board of Supervisors on February 15, 2022 and the Yolo County Board of Supervisors on February 22, 2022 commits Glenn County to paying for 50% of the salary and benefits of the shared attorney position. As the California Child Support program uses a shared statewide system, the shared attorney can do work from any of the three RCSA offices, or Glenn County DCSS in Willows. The Glenn County court calendar does not conflict with any of the three court calendars in Colusa, Sutter or Yolo. This also helps mitigate the issue that the part time attorney might seek employment elsewhere if he were to find a full-time position. CA DCSS has agreed to move a portion of the Glenn County allocation to the RCSA to cover the costs, so the need for monthly invoicing is negated. This will increase our costs some as it would be converting an extra help to a regular position, so we will have the costs of benefits. But I also believe we will create the environment for a long-term stable employee. Coincidentally, the Court Commissioner in Glenn County, Commissioner Hinely is the same Child Support Commissioner at the Colusa Superior Court.

### **Yolo County Board of Supervisors Budget Presentation**

On March 16, 2022, I made a presentation to the Yolo County Board of Supervisors providing a program update, including emerging issues. A copy of that presentation is included as an attachment to this agenda item, please let me know if there are any questions or a desire for a similar presentation to the other two Boards of Supervisors.

### **Budget and Legislative Activity**

The Governors Proposed Budget for 2022-2023 shows an increase over the prior year of about \$20.1 million in local assistance for the California Child Support program. After adding the expected 66% federal match, it equates to \$60.3 million in total funding. This means an augmentation of approximately \$215,000 additional funding for the Regional Child Support Agency in the budget year, however we remain underfunded using the recently adopted Budget Methodology, by another



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

approximately \$150,000. The Child Support Directors Association (CSDA) is conducting ongoing advocacy to increase program funding, beyond what is in the Governor's Proposed Budget. The Budget Methodology has not adjusted for increases in costs of doing business after 15 years of flat funding, nor the more recent inflationary increases.

On March 15<sup>th</sup>, upon the request of the Regional Child Support Agency, the Yolo County Board of Supervisors submitted a letter to the California Senate and Assembly Budget Committees in support of additional funding for the Child Support Program. The letter is included in this meeting packet for reference. The Sutter County Board of Supervisors submitted a similar letter.

Additionally, the Governor's Proposed Budget proposes to introduce full pass through for formerly assisted families. The Deficit Reduction Act allows states the option of adopting full pass-through for former TANF (CalWORKs) recipients without the requirement to back fill the federal share of forgone recoupment. It appears this proposal would take advantage of that option in California.

Under federal law, when a parent applies for CalWORKs cash aid (and is not living with the other parent), they generally are required to open a child support case and sign over a portion of their child support payments to the state. This is because a portion of their monthly support payments are retained by the state as a way to pay back the total government costs for the cash aid the family received under the CalWORKs program. This process of retaining the child support as reimbursement for CalWORKs is referred to as CalWORKs recoupment and is part of an historic cost recovery approach. The CalWORKs recoupment payments are roughly split between the state (50 percent), counties (2 ½ percent), and federal government (47 percent).

The Governor's Budget proposes to allow low-income families who formerly received CalWORKs cash aid to keep the payments (collected by the child support program) that are currently used to pay back the government for the CalWORKs cash aid they previously received. The federal government would not require the state to backfill the lost funds that would have gone to the federal government if the payment had not been passed through to the family. The Governor's Budget also proposes to keep the counties whole, providing counties with their 2 ½% share of these collections.

The Yolo County Board of Supervisors also submitted a letter to Governor Newsom and the Senate and Assembly Budget Committees, in support of passing through formerly assisted child support collections to families, and for proposing to backfill the 2 ½% share of CalWORKs collections that would have otherwise been recouped. Sutter County is sending a similar letter.

### **Business Continuity of Operations Plan**

The RCSA has updated its Business Continuity of Operations Plan and has submitted it to both Sutter and Yolo County Emergency Managers for their review. The Colusa CAO's office has received a copy as well.



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

### **Grays Peak Strategies**

The RCSA contracted with Grays Peak Strategies, a company very familiar with the Child Support Program, branding and marketing in December 2021. In addition to developing Regional Agency brochures, they have started posting on social media platforms, specifically Facebook, Instagram and Twitter. Both I and/or members of Grays Peak have had contact with each of the county PIOs. It is still in the early stages, but we are starting to see an uptick in community engagement and interaction with our RCSA pages.

### **Performance**

A more detailed performance update will be provided in the second LAC meeting of 2022, but I did want to share with you overall county ranking information on the five federal performance measures. What is particularly noteworthy, is that while regionalizing, in FFY2021 compared to FFY2020, Colusa increased its overall county comparative ranking from 22 to 11; Sutter remained stable at 12; and Yolo improved from 22 to 18. Here forward, the RCSA will report consolidated performance since the caseloads are integrated. These outstanding outcomes are a testament to the dedication, hard work and resilience of the Colusa Sutter Yolo Regional Agency Staff.

# Colusa · Sutter · Yolo Regional Child Support Agency

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2021-22  
Annual Update



# 2021-22 Accomplishments

Key Initiatives	Complete
Integrated the child support caseloads of staff; all staff now manage cases from each the three counties.	10/1/2021
Collected \$27.5 million in child support in FFY 2021: <ul style="list-style-type: none"><li>• Performance on Paternity, Current Support, and Arrears Federal measures continue to exceed state averages.</li><li>• National economic response to COVID created a performance bubble when comparing pre pandemic data against pandemic and endemic/economic recovery data.</li></ul>	9/30/2021





# Long Range Goals

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- Create a team-based culture for the Regional Child Support Agency.
- Effectively brand the Regional Child Support Agency and commit to community engagement.
- Continued focus on collections and performance benefiting our community's families.



# 2022-23 Goals & Objectives

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- Increase customer engagement with Child Support. As evidenced by:
  - Increased stipulation rate, and reduced time to order.
  - Increased case openings
  - Increased utilization of customer engagement tools such as text, DocuSign and Bold Chat
- Continue RCSA branding and initiate community engagement activities



# Emerging Issues

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- Child Support Collections continue to decline following the peak in 2020, as expected. Most COVID related financial supports have ended, despite the labor market and unemployment rates not being at pre pandemic levels.
- The Governor as evidenced in the January Budget continues to try to find equity across counties in child support funding. If approved in the final budget, this will result in approximately \$215,000 more money for the Regional Child Support Agency.
- The Governor's Budget also proposes full pass-through for formerly assisted families, meaning child support would not be used to recoup the governments public assistance costs. The Governor proposes keeping counties whole on the county share of recoupment.





# Colusa · Sutter · Yolo County Regional Child Support Agency

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# COUNTY OF YOLO

## Board of Supervisors

District 1, **Oscar Villegas**  
District 2, **Don Saylor**  
District 3, **Gary Sandy**  
District 4, **Jim Provenza**  
District 5, **Angel Barajas**

625 Court Street, Room 204 • Woodland, CA 95695  
(530) 666-8195 • FAX (530) 666-8193  
www.yolocounty.org

Interim County Administrator, **Chad Rinde**  
Deputy Clerk of the Board, **Julie Dachtler**

March 15, 2022

The Honorable Nancy Skinner  
Chair, Senate Budget and Fiscal Review Committee  
1021 O Street, Room 8630  
Sacramento, CA 95814

The Honorable Phil Ting  
Chair, Assembly Budget Committee  
1021 O Street, Room 8230  
Sacramento, CA 95814

**RE: SUPPORT – Department of Child Support Services – Budget Item no. 5175,  
Supporting Local Child Support Agency Administration**

Dear Chairs Skinner and Ting:

On behalf of Yolo County, we write to express our appreciation for the Governor's proposal to provide \$20.1 million General Fund to the California Department of Child Support Services (DCSS) for support of Local Child Support Agencies. However, we also urge the Legislature and Administration to capitalize on the state budget surplus as an opportunity to fully fund Local Child Support Agencies (LCSA) for both existing and upcoming workload to improve the economic well-being of vulnerable children and families.

The child support program and child support payments resulting from work performed by LCSAs are a crucial safety net for California's children. Child support payments fight poverty providing food, shelter, health care, clothing, and other basics children need to thrive. After over 15 years of flat funding, LCSAs experienced a loss of caseworkers and other vital staff. This significantly impacted the reach of the program. The Child Support Directors Association of California (CSDA), in consultation with DCSS, conducted a Level of Effort study in 2018 which analyzed federal and state mandated casework activities and identified the minimum level of funding needed to provide enough resources to LCSAs to conduct those activities. This led to the establishment of a funding methodology which was codified in Family Code 17306.1. In addition to the Governor's \$20.1 million General Fund proposal, California's 30 least funded LCSAs would require an additional \$14.2 million to be fully funded to meet the minimum statutory and programmatic requirements of the child support program according to the Level of Effort study.

While 30 of 47 LCSAs are currently underfunded to fulfill the existing requirements of the child support program, workload is expected to grow substantially in the coming years due to new federal rules. The federal Flexibility, Efficiency, and Modernization in Child Support Enforcement Programs (FEM) Final Rule assumes that no two cases are the same and no two parties in any given case have the same economic needs and limitations. The new federal guidelines require gathering and analyzing information from a broad spectrum of sources not

previously utilized or currently available through automated interfaces. The state must invest in LCSAs so that they can conduct more extensive case management services with both case participants, provide additional training to staff for whole family case evaluations rather than mass processing. To effectively establish child support orders, LCSA caseworkers will have to spend more time on individual cases and with individual case participants. In addition, the FEM Final Rule supports program modernization, reduction of accumulated unpaid arrears, customer service, and management practices. The new federal rule is a culture shift in how LCSAs do their work and will require resources to effectuate. It is estimated that an additional \$15.7 million General Fund investment will allow California's LCSAs to begin implementation of these laudable program improvements.

When a parent needs help collecting child support ordered by a court, his/her local child support agency works under federal and state law collect and distribute funds. A well-functioning, fully funded, California child support system:

- Ensures children have the financial and emotional support they need;
- Provides case management and connections with social services including cash, nutrition, health care, childcare, and employment services to which a family is entitled; and
- Supports parents paying support in meeting their obligations and maintaining relationships with their children.

Approving the Governor's proposal in conjunction with the additional resources discussed will create a more equitable child support system in California and allow LCSAs to recruit and retain qualified staff. We believe the child support program at its core balances the benefits of child support distributions while directly pulling children and families from poverty.

Sincerely,



Angel Barajas  
Chair, Yolo County Board of Supervisors

cc: The Honorable Susan Talamantes Eggman Chair, Senate Budget & Fiscal Review Sub. No. 3  
The Honorable Dr. Joaquin Arambula, Chair, Assembly Budget Sub. No. 1  
The Honorable Bill Dodd  
The Honorable Cecilia Aguiar-Curry  
Adam Dorsey, Department of Finance  
David Kilgore, Director, California Department of Child Support Services  
Renita Polk, Senate Budget and Fiscal Review Committee  
Rebecca Hamilton, Senate Republican Fiscal  
Nicole Vazquez, Assembly Budget Committee  
Eric Dietz, Assembly Republican Fiscal



# Long Range Planning Calendar

The tri county Leadership Advisory Committee (LAC) that provides guidance to the Colusa, Sutter, and Yolo Regional Child Support Agency (RCSA) meets at least annually. For calendar year 2022, the LAC agreed to meet twice and requested a Long Range Planning Calendar.

<b>2022 Long Range Planning Calendar</b>	<b>Presenter</b>	
April 2022 (Spring)		
Regional Budget Update	Amanda Battles	
August 2022 (Fall)		
FFY 2023 Performance Management Plan	Colin Anderson	





## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

To: RCSA Leadership Advisory Committee  
From: Amanda Battles, Assistant Director  
Subject: Financial Update (Agenda Item #8)  
Date: April 6, 2022

### SFY 2021/2022 Financial Update

Fiscal Year 2021-22 is quickly wrapping up. At this time, we anticipate that the Regional Agency as well as each of the three individual counties will come in under budget. We continue to work to consolidate expenses for all locations to the lead agency, Yolo County. New contracts are with Yolo County, such as the recent leases for both the Colusa and Sutter locations. Additional full-time equivalents have moved to Yolo from Colusa and Sutter. As a result of these and other expenses moving, \$2,175,751 of the regional allocation budgeted to Colusa and Sutter for SFY 2021-22 was reallocated to Yolo. Though we prepare separate County budgets and claims per county to California Department of Child Support Services (CA DCSS), utilizing a single State Budget with CA DCSS has been efficient in managing our Regional allocation.

### SFY 2022/2023 Financial Update

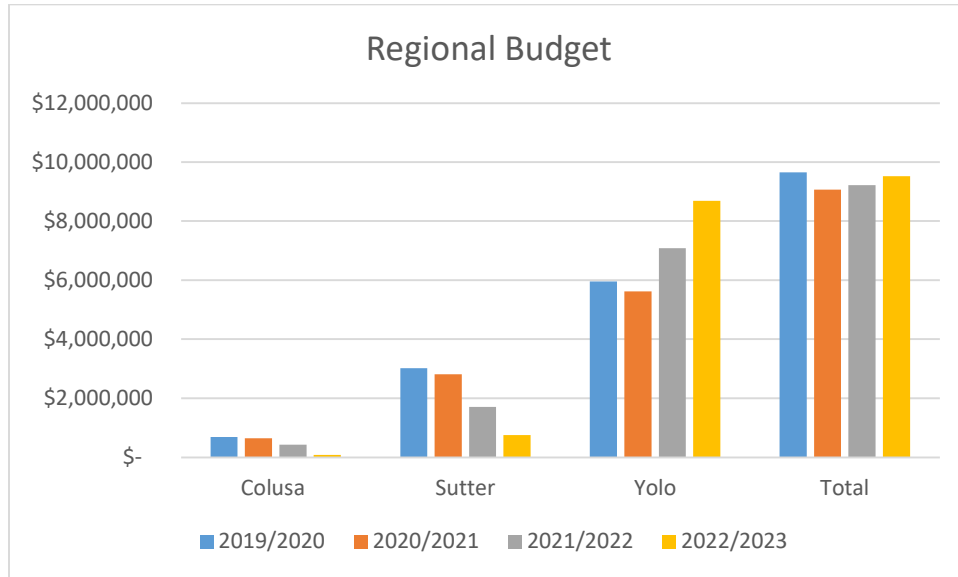
On January 11, 2022 CA DCSS issued CSSI Letter 22-02 Administrative and Electronic Data Processing Initial Allocations for State Fiscal Year 2022-23. This letter, attached, reflects an increase to the Regional Agency's allocation of \$215,947 bringing our Regional initial planning allocation to \$9,512,326 for SFY 2022-23. Final allocation letters will be issued by CA DCSS closer to the beginning of SFY 2022-23.

Budget season is currently in full swing. We are balanced to our Regional budget based on our initial planning allocation and are in various stages of submission with all three County budgets. Budgets for Colusa and Sutter are decreasing and the budget for Yolo is increasing as expenses continue to move to Yolo County. For Colusa County specifically, there are no longer any Colusa employees in the Regional Agency and very few Colusa specific expenses remain. The chart below shows how our County budgets have changed over time as we have moved through our regional journey.

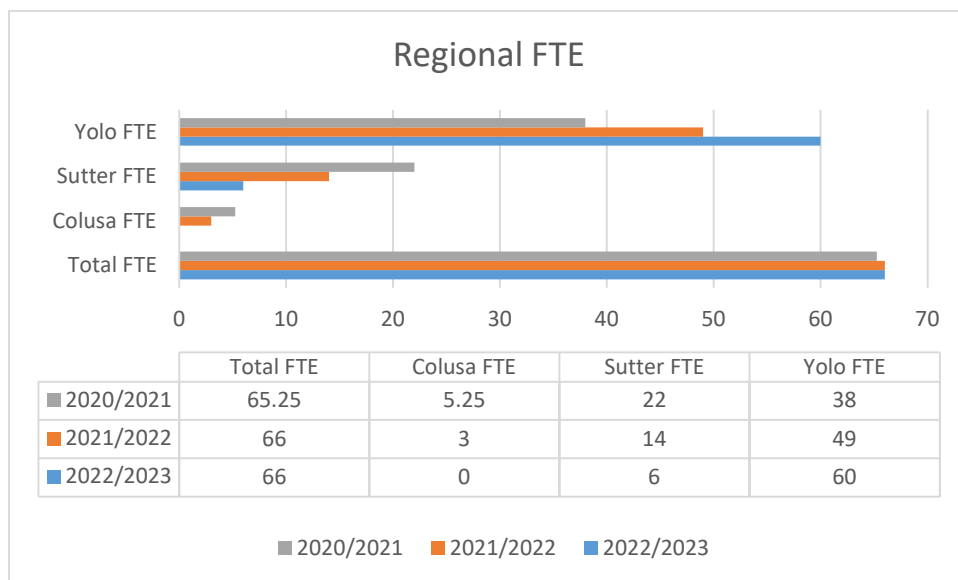




## Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee



In SFY 2021-22, we budgeted for 66 full time employees. Despite rising costs in salaries and benefits, in SFY 2022-23 we were able to maintain 66 full time employees. The Regional FTE chart below shows over time how FTE's have moved from Colusa County and Sutter County to Yolo County. Six Sutter County employees have not yet chosen to transition to Yolo County and have until December of 2025 to make their decision.





## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

### Federal Performance Incentive Funds (FPIF)

The California Child Support program is funded by a combination of State General Fund (SGF) 33.35%, Federal Financial Participation (FFP) 66.65% and Federal Performance Incentive Funds. This rich federal matching model is uncapped and allows for state and local jurisdictions to contribute additional funds and bring down additional federal match, FFP, to the program.

For the first time, CA DCSS in SFY 2020-21 implemented a Federal Performance Incentive Funding rollover program. Unspent incentive funds are pooled at the state, rolled over and reissued to the Local Child Support Agencies (LCSA) who didn't spend them, creating an LCSA specific "account" at the state for future use. LCSA's are capped at 3% of their Final Allocation or \$100,000, whichever is larger. As a result of last year's savings our SFY 2020-21 FPIF was \$82,076. It is available for our use by request to CA DCSS starting in SFY 2021-22. We have not needed to utilize these funds and can continue to roll over, adding to our account up to our cap.

In addition to FPIF, Yolo County has \$30,000 committed for contingency use by the Regional Agency. Combined with FFP that gives the Regional Agency an additional \$90,000 for contingencies.

With FPIF and the Yolo County contingency fund, we are better able to make use of our state and federal funds.

## CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



January 11, 2022

CSSI LETTER: 22-02

ALL IV-D DIRECTORS  
ALL LCSA POLICY COORDINATORS

SUBJECT: ADMINISTRATIVE AND ELECTRONIC DATA PROCESSING  
INITIAL ALLOCATIONS FOR STATE FISCAL YEAR 2022-23

REFERENCE: Pursuant to the Administration for Children and Families, Notice of Grant Award, local child support agencies (LCSAs) are notified that the federal award number for child support enforcement funds for state fiscal year (SFY) 2022-23 is 2201CACSES and the Catalog of Federal Domestic Assistance number is 93.563.

PURPOSE: To provide LCSAs with their SFY 2022-23 initial administrative and electronic data processing (EDP) allocations to assist each LCSA with their planning efforts.

INFORMATION/BACKGROUND: The SFY 2022-23 Proposed Governor's Budget released on January 10, 2022, reflects \$59 million additional funding for the Local Child Support Administration for SFY 2022-23. The additional funding requires approval from both houses of the Legislature before it is submitted to the Governor for final decision.

As a reminder, this is an initial planning allocation. Adjustments to the initial allocation will be made upon the passage of the annual Budget Act, effective July 1, 2022, or upon the Governor's signature of the Budget Bill. Final allocations will be distributed after the Budget Act for SFY 2022-23 has been passed.

The administrative and EDP annual budget requests for SFY 2022-23 are due to CA DCSS by April 29, 2022. A separate notice will be sent out to LCSAs when the annual budget requests for SFY 2022-23 become available in the Budget and Expenditure Claiming Application (BECA).

RELEVANT MATERIAL/ATTACHMENTS: Attachment I outlines funding for administrative expenses, including the continuation of \$18.7 million in Revenue Stabilization funding, the LCSA additional funding of \$8.8 million, the LCSA Augmentation for SFY 2019-20, the COVID-19 Temporary Reduction for SFY 2020-21, and additional funding of \$56 million for SFY 2021-22.

Attachment II displays the initial EDP allocations for each LCSA.

Reason for this Transmittal

- State Law, Regulation and/or Change
- Federal Law, Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

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Attachment III displays the Regional Administrator and LCSA Fiscal Administrative Analyst assignments.

CONTACT: If you have any questions or concerns regarding the initial administrative or EDP allocations, please contact Vicky Brundige at (916) 464-5015 or your assigned LCSA Fiscal Administrative Analyst.

Sincerely,

o/s

IRENE BRIGGS  
Deputy Director  
Administrative Services Division

Attachments

# Item 8, Attachment 1

## Attachment I

### SFY 2022-23 Initial Administrative Allocation

	Base Admin Allocation	Revenue Stabilization Augmentation	LCSA Additional Funding	LCSA SFY 2019-20 Augmentation	LCSA SFY 2020-21 COVID-19 Reduction	LCSA SFY 2021-22 Additional Funding	LCSA SFY 2022-23 Additional Funding	LCSA SFY 2022-23 Initial Allocation
<b>Statewide Total</b>	<b>697,637,887</b>	<b>18,735,000</b>	<b>8,823,531</b>	<b>56,039,054</b>	<b>-56,039,054</b>	<b>56,039,001</b>	<b>59,131,687</b>	<b>840,367,106</b>
Alameda	25,016,301	768,634	65,116	1,451,768	(1,509,646)	1,314,443	1,563,144	28,669,759
Butte	8,855,398	225,252		-	(544,839)	-	-	8,535,811
Central Sierra	4,749,501	191,278		-	(691,709)	-	-	4,249,070
Colusa	665,622	16,698		-	(40,146)	-	68,236	710,410
Contra Costa	17,870,997	460,647	161,917	901,976	(1,141,195)	472,643	977,335	19,704,320
Del Norte	2,157,387	91,754		-	(314,880)	-	-	1,934,261
Eastern Sierra	1,363,820	25,775		-	(83,376)	33,571	-	1,339,790
El Dorado	4,578,589	168,530		-	(531,836)	-	-	4,215,283
Fresno	20,871,646	710,470	920,488	5,821,381	(1,572,197)	4,525,985	4,010,075	35,287,847
Glenn	761,109	29,624	6,991	75,714	(45,561)	233,416	367,829	1,429,122
Humboldt	4,937,924	213,326		-	(721,175)	-	-	4,430,075
Imperial	4,258,337	121,409	69,690	368,462	(283,476)	585,736	402,224	5,522,383
Kern	21,018,814	551,506	831,116	4,545,278	(1,455,364)	3,020,996	3,183,917	31,696,263
Kings	4,013,652	120,015	20,082	40,356	(246,773)	231,521	935,020	5,113,872
Lake	2,541,178	97,559		-	(369,423)	-	-	2,269,314
Lassen	1,015,898	22,124		-	(62,281)	25,618	33,543	1,034,902
Los Angeles	139,551,887	2,888,017	1,940,316	17,838,512	(9,133,700)	20,070,111	18,824,623	191,979,766
Madera	2,691,383	151,013	30,367	247,694	(172,823)	624,082	816,641	4,388,359
Marin	3,578,279	94,986		-	(514,257)	-	-	3,159,008
Mariposa	682,132	20,311		-	(98,342)	1,235	29,285	634,621
Mendocino	2,940,024	87,172		-	(423,807)	-	-	2,603,389
Merced	9,154,067	222,820	114,795	211,053	(546,436)	660,299	693,246	10,509,844
Monterey	10,489,652	321,278		223,931	(662,092)	506,381	1,233,606	12,112,756
Napa	3,913,793	107,984		-	(563,049)	-	-	3,458,728
Orange	52,116,912	1,390,597		-	(4,515,619)	-	100,728	49,092,618
Placer	5,915,331	115,644	12,773	153,829	(328,165)	500,107	220,800	6,590,319
Plumas	816,661	23,405		-	(50,404)	-	17,492	807,154
Riverside	32,983,516	908,997	1,299,389	5,434,914	(2,390,401)	4,008,566	6,566,256	48,811,236
Sacramento	31,072,429	801,557	1,174,960	4,706,219	(2,118,217)	4,517,760	2,192,527	42,347,235
San Bernardino	37,001,874	1,142,037	1,493,201	8,160,909	(2,659,638)	5,528,735	6,634,203	57,301,320
San Diego	44,283,452	950,624		1,119,595	(2,591,469)	2,793,332	4,634,114	51,189,648
San Francisco	11,688,070	349,323		-	(667,071)	464,647	90,890	11,925,860
San Joaquin	14,079,980	409,049	505,849	3,080,361	(1,002,178)	2,447,425	2,467,019	21,987,506
San Luis Obispo	4,293,262	145,859		-	(621,477)	-	-	3,817,644
San Mateo	10,529,142	487,328		-	(1,486,215)	-	29,419	9,559,673
Santa Barbara	8,652,935	318,981		-	(527,890)	835,592	311,795	9,591,414
Santa Clara	34,790,654	747,875		-	(4,975,394)	-	-	30,563,135
Santa Cruz/San Benito	8,293,240	196,462		-	(1,188,558)	-	-	7,301,144
Shasta	7,039,899	278,954		-	(408,351)	-	-	6,910,503
Sierra/Nevada	3,963,179	88,368	15,160	-	(569,339)	-	-	3,497,368
Siskiyou/Modoc	2,727,858	122,409	1,397	-	(399,233)	-	-	2,452,431
Solano	11,573,328	301,313		104,477	(704,828)	391,472	259,367	11,925,130
Sonoma	13,673,497	351,807		-	(1,963,543)	-	-	12,061,761
Stanislaus	14,357,079	350,829	159,924	1,001,635	(933,728)	707,417	1,145,345	16,788,501
Sutter	2,890,188	79,450		-	(174,728)	42,380	147,711	2,985,001
Tehama	1,926,743	77,266		1,909	(118,024)	205,543	91,868	2,185,305
Trinity	661,828	13,946		-	(39,761)	89,787	241,178	966,978
Tulare	14,986,026	577,425		-	(2,178,883)	-	-	13,384,568
Ventura	20,278,363	535,664		549,081	(815,947)	1,085,603	842,249	22,475,014
Yolo	5,579,004	164,167		-	(337,917)	114,599	-	5,519,853
Yuba	3,786,047	97,480		-	(543,694)	-	-	3,339,833

**Attachment II**  
**SFY 2022-23 EDP Initial M&O Allocation**

<b>County</b>	<b>Initial EDP Allocation</b>
<b>Statewide Total</b>	<b>26,279,216</b>
Alameda	1,146,487
Alpine	0
Amador	0
Butte	364,663
Calaveras	0
Colusa	0
Contra Costa	437,449
Del Norte	53,000
El Dorado	265,283
Fresno	1,197,928
Glenn	2,500
Humboldt	0
Imperial	104,042
Inyo	1,500
Kern	688,851
Kings	59,160
Lake	54,575
Lassen	12,850
Los Angeles	4,431,509
Madera	119,204
Marin	146,722
Mariposa	700
Mendocino	70,836
Merced	233,052
Modoc	900
Mono	350
Monterey	183,659
Napa	132,478
Nevada	167,542
Orange	2,013,403
Placer	279,911
Plumas	2,892
Riverside	1,294,960
Sacramento	1,431,235
San Benito	1,300
San Bernardino	1,365,927
San Diego	2,302,427
San Francisco	739,889
San Joaquin	524,412
San Luis Obispo	215,192
San Mateo	397,605
Santa Barbara	416,202
Santa Clara	1,535,985
Santa Cruz	232,012
Shasta	343,543
Sierra	29,591
Siskiyou	51,230
Solano	450,241
Sonoma	694,600
Stanislaus	620,042
Sutter	6,714
Tehama	5,730
Trinity	0
Tulare	543,830
Tuolumne	6,830
Ventura	620,515
Yolo	205,192
Yuba	72,566

**DEPARTMENT OF CHILD SUPPORT SERVICES  
Administrative Services Division, Financial Services Branch  
LCSA Fiscal and Administrative Support Section (LFASS)**

**Assignments as of 12/1/2021**

<b>Vicky Brundige, Manager</b> <b>LCSA Fiscal and Administrative Support Section (LFASS)</b> <a href="mailto:Vicky.Brundige@dcss.ca.gov">Vicky.Brundige@dcss.ca.gov</a> <b>(916) 464-5015</b>			
<b>LFASS Group Mailbox: <a href="mailto:dcsslcsafiscalandadminsupport@dcss.ca.gov">dcsslcsafiscalandadminsupport@dcss.ca.gov</a></b>			
<b>LCSA Fiscal Administrative Analysts</b>			
<b>Nancy Bejines</b>	<b>Vicky Brundige</b>	<b>Rashelle Acosta</b>	<b>Rashelle Acosta</b>
<a href="mailto:Nancy.Bejines@dcss.ca.gov">Nancy.Bejines@dcss.ca.gov</a>	<a href="mailto:Vicky.Brundige@dcss.ca.gov">Vicky.Brundige@dcss.ca.gov</a>	<a href="mailto:Rashelle.Acosta@dcss.ca.gov">Rashelle.Acosta@dcss.ca.gov</a>	<a href="mailto:Rashelle.Acosta@dcss.ca.gov">Rashelle.Acosta@dcss.ca.gov</a>
<b>(916) 464-5012</b>	<b>(916) 464-5015</b>	<b>(916) 464-5093</b>	<b>(916) 464-5093</b>
<b>Regional Administrators</b>			
<b>Region 1 - Northern</b>	<b>Region 2 – Bay Area</b>	<b>Region 3 - Central</b>	<b>Region 4 - Southern</b>
<b>Abe Mendoza</b>	<b>Emily Jernigan</b>	<b>Anne Stadther*</b>	<b>Anton Swenoha</b>
<a href="mailto:Abe.Mendoza@dcss.ca.gov">Abe.Mendoza@dcss.ca.gov</a>	<a href="mailto:Emily.Jernigan@dcss.ca.gov">Emily.Jernigan@dcss.ca.gov</a>	<a href="mailto:Anne.Stadther@dcss.ca.gov">Anne.Stadther@dcss.ca.gov</a>	<a href="mailto:Anton.Swenoha@dcss.ca.gov">Anton.Swenoha@dcss.ca.gov</a>
<b>(916) 464-3869</b>	<b>(916) 464-5259</b>	<b>(916) 464-5510</b>	<b>(916) 464-5339</b>
Butte	Alameda	Fresno	Imperial
*Central Sierra <sup>1</sup>	Contra Costa	Kings	Kern
Colusa, Sutter, Yolo <sup>8</sup>	Marin	Madera	Los Angeles
*Eastern Sierra	Monterey	Merced/Mariposa <sup>3</sup>	Orange
*El Dorado	Napa	Sacramento	Riverside
Del Norte	San Francisco	San Joaquin	San Bernardino
Glenn	San Mateo	Stanislaus	San Diego
Lake	Santa Clara	Tulare	San Luis Obispo
Lassen	Santa Cruz/San Benito <sup>5</sup>		Santa Barbara
Mendocino	Solano		Ventura
North Coast <sup>4</sup>	Sonoma		
Placer			
Plumas			
Shasta			
Sierra/Nevada <sup>6</sup>			
Siskiyou/Modoc <sup>7</sup>			
Tehama			
Yuba			

**Regionalized LCSAs**

- <sup>1</sup> Central Sierra - Amador/Alpine/Calaveras/Tuolumne (Amador is lead)
- <sup>2</sup> Eastern Sierra – Inyo/Mono (Inyo is lead)
- <sup>3</sup> Merced/Mariposa – (Merced is lead)
- <sup>4</sup> North Coast – Humboldt/Trinity (Humboldt is lead)
- <sup>5</sup> Santa Cruz/San Benito - (Santa Cruz is lead)
- <sup>6</sup> Sierra/Nevada - (Nevada is lead)
- <sup>7</sup> Siskiyou/Modoc - (Siskiyou is lead)
- <sup>8</sup> Colusa, Sutter, Yolo – (Yolo is lead)



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

To: RCSA Leadership Advisory Committee  
From: Colin S. Anderson, Regional Assistant Director  
Subject: Yuba City Office Move Update (Agenda Item # 9)  
Date: April 6, 2022

As reported during the December 2021 LAC meeting, the Regional Child Support Agency was negotiating a deal with the owner/representative of the 1007 Live Oak Blvd property in Yuba City. With the assistance of Turton Commercial Real Estate, Yolo County Counsel and Yolo County Procurement, we were able to negotiate a deal.

On March 8, 2022 the Yolo County Board of Supervisors approved a new ten (10) year lease for this renovated facility. The new facility will have three (3) interview booths, a nicely appointed lobby area for the public and new carpet and paint. This was previously a medical office, so we have converted the exam rooms into offices. As referenced previously, most staff incorporate two days telework into their weekly schedule which allows us to utilize hoteling – or shared workspaces. A set of lockers will be provided so that staff can store their personal items in a secure location and retrieve them when they are at the location. This business model allows us to have a smaller more cost-effective footprint while still accommodating our staff and customers. One interview booth will be dedicated as a virtual booth to allow staff from across the region interact with walk-in customers in the Yuba City Office. Our goal is to move into our new office in May 2022. This is subject to change as supply chain issues following the pandemic have made many construction materials hard to obtain or delayed in delivery.

We are excited to have LAC members as well as other County and Board of Supervisors and staff tour this space once completed. The space needs for the Yuba City facility were a long time coming but we think the result will have been worth the wait.