



County of Santa Cruz

DISTRICT ATTORNEY'S OFFICE
RONALD L. RUIZ, DISTRICT ATTORNEY

Agenda: October 3, 2000

September 13, 2000

The Honorable Mardi Wormhoudt, Chairperson
and the Members of the Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

Subject: Family Support Transition

Dear Chairperson and Members of the Board;

During the recent Budget Hearings your Board requested that staff prepare an update and status report on the changes in the family support program including how it will be structured and how it will function. This report discusses the mandated changes in the child support program, the background leading to these changes, informs your Board about the local family support program and describes the local changes that are required to be implemented by the State.

This report also requests your Board's approval of the County Transition Plan and Budget (Attachment 1) which is required to be submitted to the State Department of Child Support Services (SDCSS) by October 15, 2000. Finally, this report requests approval for the receipt of additional State revenue associated with the transition to the new Department of Child Support Services.

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BACKGROUND

In 1999, Governor Davis signed a package of bills which made significant changes to the organization, administration, and funding of the child support enforcement program which is operated in California by the fifty eight counties. The Legislative reforms came in the wake of significant criticism of California's child support enforcement program whose primary purpose is to collect from absent parents, support payments for custodial parents and their children. Generally, these reforms significantly increased State authority and oversight over the program, increased the responsibility of the State Franchise Tax Board for delinquent collections and procurement of the statewide child support automation system, and authorized a program of performance measures for local child support agencies.

Taken together, the new laws represent a major change in how the state administers the program. On the other hand, most of the core functions in the process of establishing and enforcing child support orders--particularly the task of locating absent parents--remain largely unchanged, as do many of the obstacles that confront local staff in the task of collecting child support.

STATEWIDE CHANGES

Among the more significant statewide changes is the creation of a new State Department of Child Support Services (SDCSS) and the transfer of local administration from the county district attorneys to separate county child support departments.

The new SDCSS is required to increase the statewide program's speed and efficiency, increase collections and support for custodial parents, and reduce operational costs by maximizing federal revenues. Towards this end, eleven workgroups have been established to review existing policies, procedures and practices and recommend changes. The work groups are expected to recommend staffing ratios for attorneys and caseworkers, consistent statewide policies, procedures and practices for case processing, best management practices, methods to improve customer services, evaluation measures, and training programs.

The development of a unified statewide automated system is an important component of the new initiatives and follows several failed attempts by the State to establish a meaningful data collection and tracking system which would enable the transmission of data and child support monies across county lines in compliance with federal welfare reform laws. As a consequence of previously failing to implement a statewide system as required by federal law, the State began incurring federal financial penalties of over \$100 million annually. Until the State has implemented a uniform data system which conforms to federal guidelines, California will continue to incur these significant penalties.

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For the current year the State has appropriated General Funds to cover these penalties but there are risks concerning the possibility of a county sharing of any future penalties that are incurred. Currently, California has authorized six different automation systems which have been approved by the State on an interim basis. It will be necessary to implement one system in the future. It is expected that the State Franchise Tax Board will assume the lead in the development and procurement of the new Statewide system.

The legislative reform package also made significant changes to the budgeting practices of the child support program. Prior to the passage of these laws, local child support budgets were neither reviewed nor approved at the State level. Counties determined expenditures at the local level and paid most of these costs with federal reimbursements and federal and State incentive funds. Pursuant to the legislative reform package, however, the responsibility for determining the program expenditure levels, including the allocation of funds among the local departments, transfers from the counties to the State. Local agencies will continue to be responsible for internal budget modifications and personnel actions.

LOCAL INFORMATION

As your Board is aware, the District Attorney currently administers the Family Support Division in Santa Cruz County. The Division is organized into teams which perform different functions including customer service, the establishment of court orders for paternity and child support, and enforcement on delinquent accounts. In 1999, the current Family Support Division converted to CASES (Computer Assisted Support Enforcement System) which is one of the six State approved interim systems. The new County department will therefore not need to modify its systems or incur significant automation costs until the new statewide system is implemented. In order to continue the coordination of services among the counties currently using CASES, a Memorandum of Understanding (MOU) has been developed which defines the various shared services. We are recommending your Board's approval at this time to ensure continued support services in this important area. The MOU is included as Attachment 2.

With regard to performance, the County can look forward to additional significant improvements under the new legislation. Current statistics reveal that approximately 41% of the current support dollars owed are collected. With cases that have past due obligations, local performance has been below statewide averages. Again, there is now the opportunity to develop new strategies to address these amounts in arrears and improve the economic well being of the families that are served. Appendix 1 contains additional information on collections in Santa Cruz County, caseload information and performance rankings.

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Recently the County has undertaken several initiatives to improve services. The Division of Family Support in partnership with the Employment Development Department and Human Resources Agency operate a new employment and training program for non-custodial parents who cite lack of employment as the reason for failure to pay child support. Through this program, the non-custodial parent is provided job counseling and placement services. The Family Court Commissioner has supported this initiative by holding a special job court once a month to refer eligible non-custodial parents to the program and to monitor the success of the participants.

The family support staff are very optimistic that the massive changes in the program will focus much needed attention and resources on child support services. They are hopeful that the strong leadership of SDCSS will create consistent policies and procedures, that the collaborative efforts of state, local agency and advocate groups will focus efforts on common goals and objectives and that new ideas will stimulate the local programs to improve existing programs and begin creative new initiatives.

LOCAL MODIFICATIONS TO CHILD SUPPORT PROGRAM

The Santa Cruz County Family Support Division is scheduled to transition from the District Attorney's Office to the new Department of Child Support Services (DCSS) department by January 1, 2001. A transition committee has been meeting which includes representatives from the County Administrative Office, Auditor-Controller, Personnel Department, Human Resources Agency and the District Attorney's Office. The committee's goal is to ensure a seamless transition with no disruption to public services by identifying all the transition tasks which need to be completed, the dates of completion and the person assigned to the task.

The new department will continue to perform child support functions in accordance with local, state and federal laws, regulations and procedures. However, the program will be administered by a local Director rather than the District Attorney. The job requirements for the local director were issued by the State Department of Child Support Services and in accordance with these guidelines, Personnel developed job specifications and classification for this position. As you will recall, the Director of Child Support Services is subject to Board appointment and as a federally funded position, is also subject to the Civil Service hiring process. Your Board approved the position during the recent budget hearings and a recruitment for the local Director of Child Support Services is currently underway. A copy of the job announcement which was prepared by the Personnel Department is provided as Attachment 3. The Personnel Department has also received requests from the Santa Cruz Family Law Bar to participate in the hiring and selection process. Staff has worked through the Chair of the Board to accommodate this request.

In accordance with the State guidelines, all existing family support staff will move to the new department and continue to be employees of the County. Personnel is completing revisions to the job specifications for the DCSS attorney and DCSS inspector positions as required by legislation. Those positions will be responsible for the civil processes and will refer the criminal prosecution cases to the Office of the District Attorney. The DCSS will be establishing cooperative agreements with the District Attorney for limited criminal prosecution and investigative services. These contracts for services are subject to approval by the State Director of Child Support Services and will be on an hourly cost reimbursement basis.

BUDGET MODIFICATION

As part of the final County budget actions, your Board directed the Auditor-Controller to make the necessary accounting transactions to establish the new department. This will include the transfer of all unexpended appropriations, all associated estimated revenue and all positions from the existing Family Support Budget into the newly established Department of Child Support Services budget. In order to provide for the proper accounting for the mid-year transition of this program, the Auditor-Controller's Office has recommended that all personnel be transferred on December 23, 2000 to correspond with the first pay period of the new calendar year and all other expenses and revenues be transferred effective January 1, 2001. In addition, the Auditor-Controller will be establishing additional revenue accounts to segregate federal and State funds.

For 2000-01, the State has approved a program budget for Santa Cruz County of \$6,242,419. This amount is \$68,191 greater than the budget approved by the Board of Supervisors in June. This budget will provide for certain transition costs, including administrative personnel and operational expenses that are included in the transition plan, A resolution which accepts and appropriates the unanticipated revenue in the amount of \$68,191 is included as Attachment 4 for your Board's approval. A further discussion of staffing changes is presented below.

Effective with the transition, the new department will provide their own administrative support and will need to hire staff to perform work that was previously done through the Office of the District Attorney indirect service charge. Proposed additional staffing includes one Child Support Services Director, one Administrative Services Manager, one Secretary, one Departmental Administrative Analyst and one Departmental Data Processing Coordinator. In addition, as a result of the change in legislation, the Personnel Department is in the process of reclassifying four DA Attorney I/IV positions currently performing child support services activities to a Child Support Attorney I/IV position and one DA Inspector I/II to a Child Support Inspector. This includes the transfer of one supervisory differential from the Office of the District Attorney to DCSS. Three of the incumbent attorneys have indicated their desire to transition to the new Department of Child Support Services and

one attorney is planning to return to the Office of the District Attorney when a vacancy occurs. The incumbent inspector has stated his intention to either retire in the near future or return to the Office of the District Attorney and the reclassified position will undergo an open recruitment. In addition to the supplemental amounts discussed above, the State as a part of their customer service initiatives is expected to allocate Santa Cruz County an additional \$69,000. This will be the subject of a future report when the details are available from the State.

LOCAL TRANSITION PLAN

The State Department of Child Support Services has recently issued transition guidelines and a format for counties to follow in requesting approval of transition plans and budgets.

Significant components of the transition plan include:

- identifying all the tasks, personnel, accounting, payroll, purchasing, computer services, etc that need to be completed to ensure a smooth transition, the dates of completion and the staff responsible.
- the budget matrix that identifies all the cost reductions and cost additions as a result of the transition, as well as the positions that are added and deleted.
- the agreement for services with the Office of the District Attorney to provide criminal prosecution and criminal investigation services.

The transition plan requires the approval of both the District Attorney and your Board prior to submission to the State. The County's transition team has reviewed and approved the transition plan and the District Attorney has also reviewed and approved the plan. After your Board's approval the transition plan will be submitted to the State Director of Child Support Services for approval.

As required by legislation, the local Family Support Division is scheduling a public meeting with child support stakeholders to be held in early November to inform the stakeholders about the transition and to answer any of their questions. Notices will be mailed to all interested public and private non-profit agencies and flyers will distributed and posted to maximize attendance at this meeting.

SUMMARY AND RECOMMENDATION

The new legislation governing the child support program provides significant opportunities for improving collections, supporting families, and reducing statewide costs. Moreover, it will kick start a program that has been troubled for several years by lack of proper

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incentives, inadequate oversight by the State, and lack of uniformity in standards, performance and automation systems. Although it is very difficult to predict the near-term impact of the reforms and it will be several years before the new statewide automation system is fully implemented, we believe that the legislative reforms will significantly improve program performance.

It is therefore Recommended that your Board,

1. Accept and file this report on the mandated changes in the Child Support Services program.
2. Approve the Child Support Services Transition Plan and Budget and direct the CAO and the DA to forward the plan to the SDCSS by October 15, 2000. (Attachment 1)
3. Approve the CASES Consortium Memorandum of Agreement and authorize the District Attorney to sign on behalf of the County. (Attachment 2)
4. Adopt a resolution accepting and appropriating unanticipated revenue from the State in the amount of \$68,191 for child support services. (Attachment 4)
5. Authorize the Auditor-Controller to make the necessary accounting transactions to establish the new department including the transfer of payroll costs effective as of December 23, 2000 and all other expenses as of January 1, 2001.
6. Approve the addition of new positions as detailed in this report and refer new positions to the Personnel Department for necessary actions.

Very truly yours,


SUSAN A. MAURIELLO
COUNTY ADMINISTRATIVE OFFICER


RONALD L. RUIZ
DISTRICT ATTORNEY

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Santa Cruz Position in the Performance Ranking of California Counties
10/1/98 to 9/30/99
With 1 as best; 58 as worst

Performance Measure

Paternity Established

Support Orders Established

Current Support Dollars Collected

Cases Paying on Arrears

Cost Effectiveness

Source: State of California - Health and Human Services Agency, Child Support Enforcement Activities, County Performance Measures, Section K, Table 27.

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Collection History	
Fiscal Year	Total
1976-77	\$ 1,177,845
1977-78	\$ 1,378,719
1978-79	\$ 1,407,146
1979-80	\$ 1,653,576
1980-81	\$ 1,873,807
1981-82	\$ 2,059,718
1982-83	\$ 2,319,614
1983-84	\$ 2,581,007
1984-85	\$ 2,748,394
1985-86	\$ 3,018,336
1986-87	\$ 3,292,165
1987-88	\$ 4,123,516
1988-89	\$ 4,587,365
1989-90	\$ 5,034,632
1990-91	\$ 5,416,671
1991-92	\$ 5,948,031
1992-93	\$ 7,180,292
1993-94	\$ 7,491,054
1994-95	\$ 7,572,502
1995-96	\$ 8,552,870
1996-97	\$ 10,137,480
1997-98	\$ 11,226,083
1998-99	\$ 12,630,695
1999-2000	\$ 13,902,059

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SANTA CRUZ COUNTY

FAMILY SUPPORT DIVISION

TRANSITION PLAN

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INTRODUCTION

The Family Support Division of the Santa Cruz County District Attorney's Office was formally established in 1975 and housed on the second floor of the Government Center located at 701 Ocean Street in the city of Santa Cruz. The Division was administered by Carol Ann White, Assistant District Attorney. The Division's staff of twelve Family Support Officers, Family Support Interviewers, clerical support and accounting staff performed the mandated child support activities. Case notes were made by hand, documents were typed and payment records were kept on index cards. Collections for the 1976-77 Fiscal Year were \$1,177,845. The program has undergone significant changes in the last twenty five years.

An automated case management system (adapted from San Luis Obispo's system) was implemented in 1986. In 1989, the Division began to prepare to migrate to the SACCS (Statewide Automated Child Support System). When SACSS was abandoned in 1998 due to widespread user issues, Santa Cruz scrambled to implement an approved, Y2K compliant system by December 31, 1999. In September of 1999, the Division successfully converted to CASES (Computer Assisted Support Enforcement System), an approved, Y2K and PRWORA (Personal Responsibility and Work Opportunity Reconciliation Act) compliant system. This system has helped improve the efficiency of our business processes.

The Division is currently housed at 420 May Avenue in Santa Cruz, less than a block from the Government Center and within the Santa Cruz city limits. The Division has been at this location since 1994. Collections for the 1999-2000 Fiscal Year were \$13,902,059. Presently, the Division has seventy five regular employees organized into functional units which include Customer Service, Establishment, Enforcement, Performance Review/Quality Assurance, Fiscal/Administrative, Automation, Clerical, Legal and Investigations.

The Santa Cruz County Family Support Division was awarded the Most Improved Program in the Nation Award by the National Child Support Enforcement Association in 1999 but there is room for significant improvement in collections and service delivery. The Family Support Division welcomes the opportunities afforded by this transition to increase collections, improve customer service and exceed program performance goals.

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COUNTY TRANSITION PLAN WORKSHEET

COUNTY: SANTA CRUZ

DATE: SEPTEMBER 26, 2000

LOCAL IV-D ADMINISTRATOR: DEBBIE OGAWA

TELEPHONE: 831.454.3701

FAX NUMBER: 831.454.3752

E-MAIL ADDRESS: DEBBIE.OGAWA@CO.SANTA-CRUZ.CA.US

REQUESTED TRANSITION DATE: **DECEMBER 23, 2000**

DESIGNATED TRANSITION COMPLETION DATE:

DOES THE COUNTY ANTICIPATE REQUESTING APPROVAL TO REMAIN UNDER CONTRACT FOR SERVICES WITH THE DA FOR A PERIOD OF TIME FOLLOWING THE TRANSITION TO THE LOCAL CHILD SUPPORT AGENCY? Yes_✓_. No .

TRANSITION PLAN DOCUMENTATION

- ✓ NAME OF LOCAL DIRECTOR.....TO BE DETERMINED
- ✓ PROPOSED TRANSITION BUDGET
- ✓ LOCAL CHILD SUPPORT AGENCY ORGANIZATION CHART
PRE TRANSITION
- ✓ PROPOSED LOCAL CHILD SUPPORT AGENCY ORGANIZATION CHART
POST TRANSITION
- ✓ CERTIFICATIONS (PLAN OF COOPERATION, ANNUAL AUTOMATION
COOPERATION AGREEMENT, LOCAL MERIT SYSTEM, PUBLIC MEETING,
FIXED ASSETS/EQUIPMENT)
- ✓ STAFFING LEVELS
AS OF JANUARY 1, 1999
ADD/DELETE FOR POST TRANSITION ORGANIZATION
- ✓ PROPOSED AGREEMENT FOR SERVICES FOR DISTRICT ATTORNEY
PROSECUTION
- ✓ COUNTY WORK PLAN
- ✓ SIGNATURE PAGE

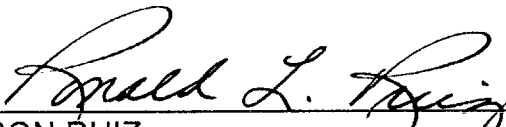
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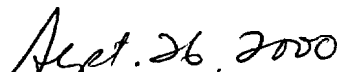
CERTIFICATIONS

The undersigned hereby certify that:

1. A public meeting will be held prior to December 23, 2000 to notify stakeholders of the transition.
2. There is an existing Plan of Cooperation on file with the State for Santa Cruz County.
3. There is an existing Automation Cooperation Agreement on file.
4. All equipment and/or fixed assets purchased with IV-D funds will be transferred to the new Department by December 23, 2000.
5. The County of Santa Cruz has an approved local merit system in place.



RON RUIZ
DISTRICT ATTORNEY



Date

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PERSONNEL

ATTORNEYS

The Family Support Division presently has four Assistant District Attorneys. Three Attorneys serve on the legal team performing child support establishment and enforcement activities. The fourth Attorney serves as a Supervisor.

The Santa Cruz County Personnel Department is reclassifying the Assistant District Attorney-Family Support positions to Child Support Attorney positions. Three of the Attorneys are expected to stay with the program after transition, including one supervisory assignment differential. The fourth attorney is expected to return to the District Attorney's Criminal Division upon transition, creating a vacancy. The Division intends to fill the vacancy with a Child Support Attorney.

The new local department also expects to execute an hourly reimbursement Agreement for Services with the District Attorney's Office for criminal prosecution services for criminal child support matters.

INSPECTORS

The Family Support Division presently has one District Attorney Inspector. The Inspector is scheduled to retire before the transition. The Personnel Department will be reclassifying the District Attorney Inspector position to a Child Support Services Inspector.

DIRECTOR

Recruitment for the local Director is underway.

ADDITIONAL STAFF

The Division will require additional administrative staff because of the loss of District Attorney management services. Additional positions include one Administrative Services Manager, one Departmental Administrative Analyst, one Departmental Data Processing Coordinator and one Secretary. It is anticipated that the negative cost due to the termination of the Indirect Cost to the District Attorney's Office will result in minimal cost to the local department.

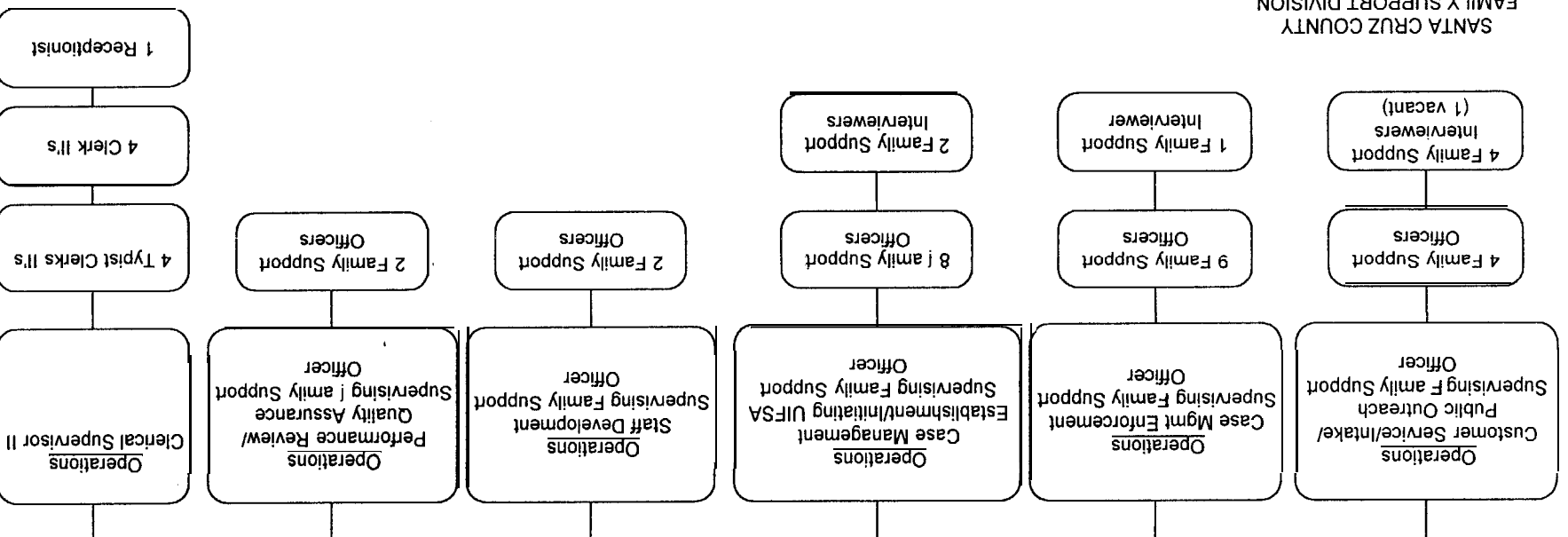
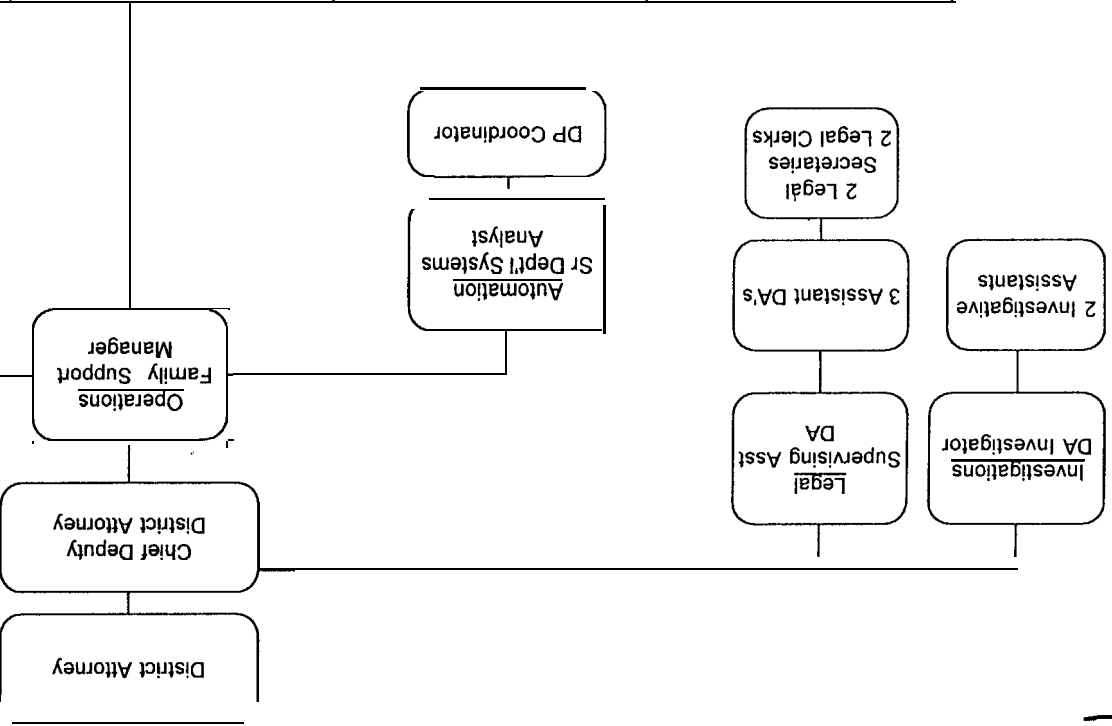
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STAFFING LEVELS

Position	As of 1/1/99	As of 7/1/2000	-/+	Post Transition
Clerk II	3	3	0	3
Clerk III	1	0	-1	-1
Typist Clerk II	4	4	0	4
Typist Clerk III	1	1	0	1
Clerical Sup. I	1	1	0	1
Receptionist	1	1	0	1
Sr. Receptionist	0	1	0	1
Family Sup. Int. I/II	8	8	0	8
Family Support Officer	24.75	29.75	0	29.75
Supv. Family Sup. Officer	5	5	0	5
Legal Clerk	2	2	0	2
Legal Sec'ty I/II	2	2	0	2
Sr. Account Clerk	2	2	0	2
Sr. Dep'tl Sys. Analyst	1	1	0	1
Sr. Accounting Tech	2	5	0	5
Accounting Tech	2	2	0	2
Admin Services Officer I	2	0	0	0
Admin Services Officer II	0	1	0	1
Attorney I/IV (DA)	4	4	0	4
Paralegal	1	0	0	0
Investigator Assistant	2	2	0	2
DA Inspector II	1	1	0	1
Family Support Manager	1	1	0	1
Dep'tl Data Proc. Coord.	1	1	1	2
Dep'tl Admin. Analyst	0	1	1	2
Dir. of Child Sup. Services	0	0	1	1
Admin. Services Manager	0	0	1	1
Secretary	0	0	1	1
Totals	70.75	78.75	4	82.75

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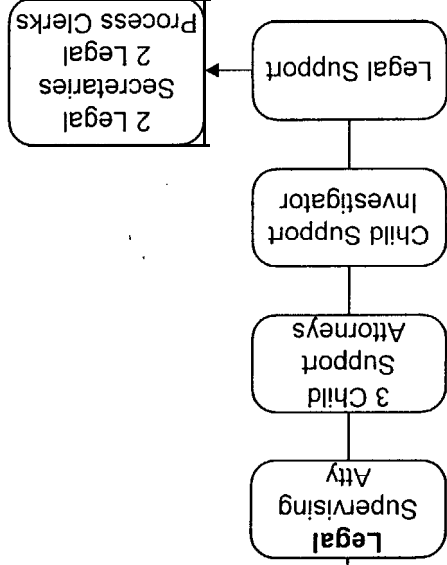
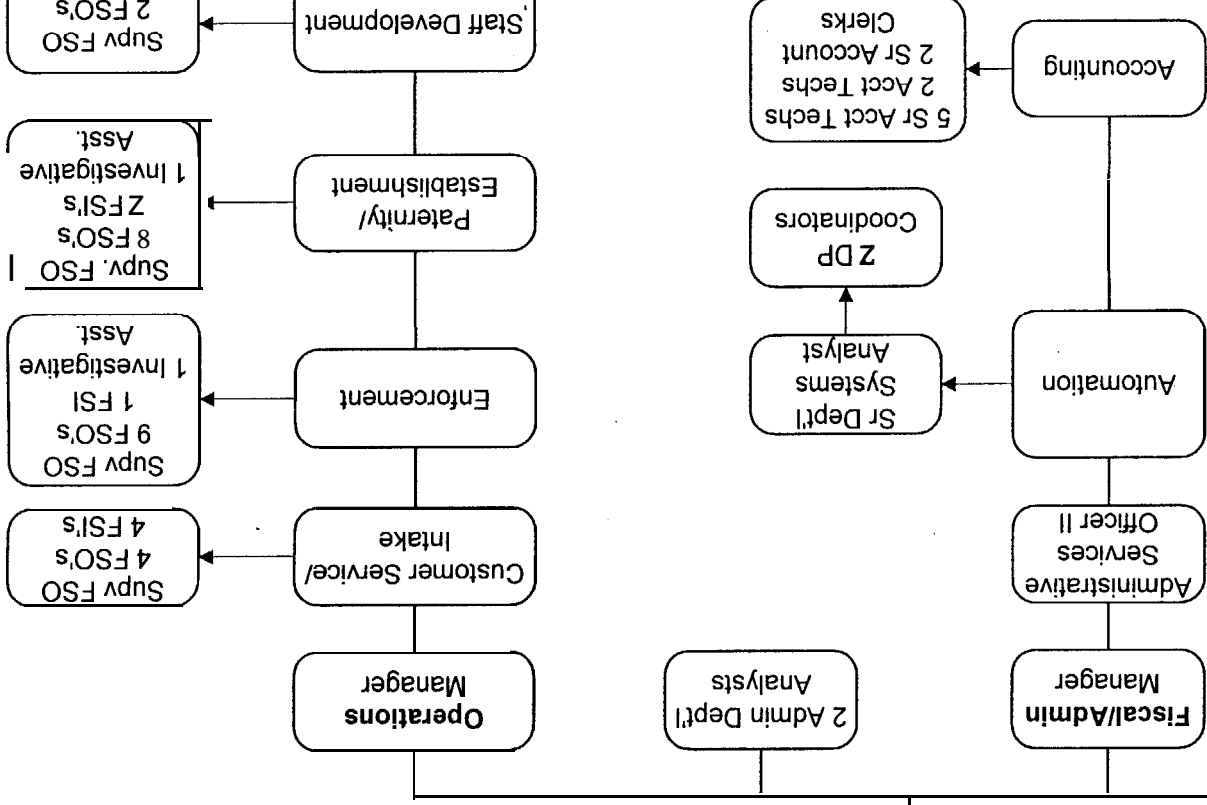


SANTA CRUZ COUNTY
FAMILY SUPPORT DIVISION
ORGANIZATIONAL CHART

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**Child Support
Services
Director**

Secretary



Child Support Transition Budget Matrix
FY 00-01

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Item		Salaries and Benefit		Operating Expenses		Indirect Overhead		Total	Total
Transition	Team	One Time	On-going	One Time	On-going	One Time	On-going	One Time	On-going
	Sub Total	0	0	0	0	0	0	0	0
Personnel	Services								
Director		60,048	120,096					60,048	120,096
Adm Staff		126,928	253,856					126,928	253,856
Projected Salary Savings		(50,000)	0					(50,000)	0
	Sub Total	136,976	373,952	0	0	0	0	136,976	373,952
Operating	Costs								
Mgmt Consultant				30,000				30,000	0
	Sub Total	0	0	30,000	0	0	0	30,000	0
Indirect	Costs					(116,436)	(244,940)	(116,436)	(244,940)
	Sub Total	0	0	0	0	(116,436)	(244,940)	(116,436)	(244,940)
Purchase of	Services								
Atty & Insp Svcs				26,000	52,000			26,000	52,000
	Sub Total	0	0	26,000	52,000	0	0	26,000	52,000
EDP								0	0
	Sub Total	0	0	0	0	0	0	0	0
Totals		136,976	373,952	56,000	52,000	(116,436)	(244,940)	76,540	181,012

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Child Support Transition Budget - Supporting Detail
FY 00-01

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Transition Budget

Salaries and Benefits	6 Mos Total	Annualized Total
Dir of Child Support Svcs	60,048	120,096
Adm Svcs Mgr	41,834	83,668
Sec *	23,327	46,654
Dep't Adm Anal	34,656	69,312
Dep't DP Coordinator	27,111	54,222
Sub Total	186,976	373,952

Operating Costs

Contract Atty	15,000	30,000
Contract Insp	11,000	22,000
Mgmt Consultant	30,000	
Sub Total	56,000	52,000

Indirect Costs

DAICR	(116,436)	(244,940)
Sub Total	(116,436)	(244,940)

Anticipated Salary Savings

FY 2000-01	(50,000)	Unknown at this time
Sub Total	(50,000)	0

Grand Total

35100 76,540 181,012

All positions are budgeted at the highest step in the salary range.

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RISK MITIGATION

POSSIBLE RISK	CAUSE/EFFECT	MITIGATION STRATEGY
Negative impact to service delivery due to transition	Staff anxiety/low morale due to changes	<ul style="list-style-type: none"> ▶ Culture change management training • Ongoing transition meetings with staff • Staff development/quality assurance units to ensure program goals are met.
Legislation/ordinance issues.	<ul style="list-style-type: none"> • Lack of clarity in legislation causes difficulty in transition. ▶ Local ordinance and implementation issues. 	<ul style="list-style-type: none"> • Clean up legislation should address most issues ▶ Work closely with State and request technical assistance. • Work closely with local partners
Personnel issues	Issues with labor bargaining units	<ul style="list-style-type: none"> ▶ Meet and confer with bargaining units. • Meetings with internal employee groups.
Hiring capabilities	Vacancies are created and difficult to fill due to labor market	<ul style="list-style-type: none"> ▶ Creative outreach to attract qualified candidates; work with community college, university, local workforce investment board. ▶ Develop plans of cooperation to contract for limited attorney/inspector services on an as needed/hourly basis.
Facility issues	No relocation issues but additional staff will require additional space	Review existing lease, explore leasing additional space
Stakeholder management	Local partners, advocacy groups have questions/issues regarding transition	<ul style="list-style-type: none"> • Notices to public • Public meeting ▶ Press release

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POSSIBLE RISK	CAUSE/EFFECT	MITIGATION STRATEGY
Department coordination	Lack of coordination within management team/division	Regular meetings regarding transition to inform staff
Client/customer issues	Anxiety about how cases will be managed after transition, on-going service delivery issues; complaints	<ul style="list-style-type: none"> ▶ Continue to refine customer service process • Add public service/ ombudsman position • Additional staff to implement customer service initiatives ▶ Establish liaison with elected officials • Notice to public ▶ Develop complaint resolution process in accordance with state guidelines
Budgetary/Monetary issues	Loss of incentive funds due to poor performance result in inadequate allocation for needed expenditures	<ul style="list-style-type: none"> • Continue quality assurance program to ensure adequate performance • Increase collections to increase funding • Monitor budget expenditures, maximize revenue ▶ Increase in administrative positions to enhance performance
No current automation risks-, however, need to identify future issues associated with implementation of statewide system	Currently on approved interim system	<ul style="list-style-type: none"> • Continue involvement in consortia • Plan for future statewide implementation • Additional resources to assist in implementation of statewide system • Develop internal automation plan

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CONTRACTS

Family Support has a variety of open purchase orders, contracts and agreements for services such as building, maintenance and space rental. They are listed below.

Purchase Orders-Valid July 1, 2000 through June 30, 2001

<i>VENDOR</i>	<i>DESCRIPTION</i>	<i>AMOUNT</i>
Arch Communications	Rental of pagers	\$ 700.00
Complete Mailing Service	Barnes Notices and other large volume mailers	\$ 5,000.00
Credit Bureau	Credit reports and dues	\$ 3,000.00
Simplified Office Systems	Rental of Rincon FT7650 Copier	\$ 5,000.00
Simplified Office Systems	Maintenance of Copier	\$ 1,500.00
Monterey Bay Office Products	Maintenance of Minolta 8600 Copier	\$ 2,400.00
Coast Paper	Janitorial supplies	\$ 4,000.00
Bay Building Maintenance	Janitorial and landscape services	\$ 32,000.00
Phil Bogner Service Co.	Maintenance of heating/cooling equipment	\$ 3,000.00
Silent Partner Security	Lease/maintenance of site security system	\$ 6,000.00
Mission Uniform and Linen	Floor mat service	\$ 1,300.00
Dominican Hospital	POP Declarations	\$ 3,200.00
Sutter Maternity Center	POP Declarations	\$ 1,000.00
Watsonville Community Hospital	POP Declarations	\$ 4,500.00
Chuck Manning	Maintenance of FSD vehicle	\$ 1,000.00
Engine Room	Maintenance of FSD vehicle	\$ 1,000.00
Whaler's Car Wash	Car washes for FSD vehicles	\$ 275.00

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Current Contracts and Memorandums of Understanding

Vendor	Description	Term	Amount	Notes
Appleby Imaging & Co., Inc	One time contract for Imaging equipment, user training and back file conversion	5/2/2000-12/31/2000	\$45,216	Contract executed last fiscal year
Bei-Scott	Office space rental (420 and 440 May Avenue, Santa Cruz	Through 7/10/06	\$210,000 for current fiscal year	Current rate is \$15,500 per month. Will increase to \$16,000 per month 7/1/01, then to \$16,500 per month effective 7/1/03
Lido Marietti	Warehouse space	Through 7/5/06	\$1,805 for current fiscal year	Warehouse space for files. Contract provides for annual increases of 2% of base rent
Santa Cruz County Human Resources Agency	Office space for co-located FSD staff	Current year, renewable each fiscal year	\$3,600 per year	*Memorandum of Understanding

Note: Genetic testing is handled by LabCorp. LabCorp independently sub-contracts for phlebotomy services. Our Investigative Assistants handle service of process for noncustodial parents living in the area. For non-custodial parents who live out of the area, our District Attorney Inspector has served as a liaison with other law enforcement agencies to assist in coordinating service of legal documents.

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**AGREEMENT FOR SERVICES BETWEEN
SANTA CRUZ COUNTY DEPARTMENT OF CHILD SUPPORT
SERVICES
AND THE SANTA CRUZ COUNTY DISTRICT ATTORNEY'S OFFICE
FOR THE PROSECUTION OF CHILD SUPPORT CRIMINAL MATTERS**

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I. Introduction

This Agreement is entered into by and between the Santa Cruz County Family Support Division and the Santa Cruz County District Attorney's Office, hereinafter referred to as DAO, for the purpose of entering into a plan of cooperation whereby the County may obtain State and Federal funds through the State Department of Child Support Services (SDCSS) for reimbursement of certain prosecution activities for failure to pay child support.

The Family Support Division is scheduled to transition from the District Attorney's Office to a new separate county Department of Child Support Services, hereinafter known as DCSS. The terms of this Plan of Cooperation shall apply to the Department of Child Support Services (DCSS) as well.

II. Program Provisions

For the purpose of obtaining Federal Reimbursement and State funds for certain failure to pay child support criminal matters prosecution costs, the DAO agrees to:

- A. Receive cases referred by the county Department of Child Support Services for criminal prosecution under Penal Code Sections 270 and 166.4 (contempt).
- B. File criminal charges in cases referred by the DCSS as appropriate pursuant to Family Code Section 17304.
- C. To cooperate in supporting a vigorous, viable child support enforcement program in the County.
- D. To be subject to audit and review for compliance by any agency of the county, state or federal government involved in the administration of this program.

III. Fiscal Provisions - DAO Responsibilities

- A. State and Federal funding is available only for salaries and benefits of prosecutors and their staff while performing child support criminal prosecutions and the appropriate indirect costs relating to these prosecution activities. The DAO will maintain accurate and complete time records for each staff performing prosecution activities at the request of DCSS.
- B. Time cards must be completed on a continuous basis each day during the month. Time must be recorded in fifteen minute increments according to

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program linkage of the area under investigation. All time cards are to be submitted to the DCSS with a monthly claim for reimbursement.

- C. The DAO shall reimburse the DCSS for any federal or state audit exceptions or disallowances which arise out of the DAO's non-compliance with applicable provisions of the Agreement.

IV. Fiscal Provisions - DCSS Responsibilities

- A. Costs must be claimed on the DCSS IV-D Child Support Expenditure Schedule and Certification (CS356.1) Administrative Expense Claim as a direct purchase of service and identified to the appropriate program. These claims are subject to state and federal audits.
- B. In consideration of DAO's performance of the foregoing in a satisfactory manner, DCSS agrees to pay DAO monthly in reimbursement, no later than fifteen days following the receipt of itemized invoices from the DAO through the interdepartmental journal process.
- C. DCSS will reimburse for actual salaries and benefits of DAO staff specifically performing child support prosecution activities and for indirect costs at the rate established by the Auditor-Controller in accordance with A-87 requirements.
- D. Total payment for the term of the Agreement shall not exceed \$15,000.00 for child support prosecution for the period of December 23, 2000.

V. Term

The term of the Agreement is from December 23, 2000 to June 30, 2001.

CONFIDENTIALITY STATEMENT

Section 17212 of the California Family Code, provides for the confidentiality of support enforcement records. Section 17212(b) states:

Except as provided in subdivision (c), all files, applications, papers, documents, and records established or maintained by any public entity pursuant to the administration and implementation of the child and spousal support enforcement program established pursuant to Part D (commencing with Section 651) of Sub Chapter IV of Chapter 7 of Title 42 of the United States Code and this division, shall be confidential, and shall not be open to examination or released for disclosure for any purpose not directly connected with the administration of the child and spousal support

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enforcement program. No public entity shall disclose any file, application, paper, document, or record, or the information contained therein, except as expressly authorized by this section.

This agreement is made and entered into this _____ day of _____, 2000.

Santa Cruz County
Department of Child Support Services

Santa Cruz County
District Attorney's Office

by _____

DIRECTOR, DEPARTMENT OF
CHILD SUPPORT SERVICES

by _____
RON RUIZ
DISTRICT ATTORNEY

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Santa Cruz County Transition Work Plan
Responsible Party: Board of Supervisors
Revised 9-22-00

Board of Supervisors Activity/Task	Duration	Start	Finish	Progress				
					Sept	Oct	Nov	Dec
Review and approve transition budget and plan	1 week	10-3-00	10-10-00					
Appoint new department Director	2weeks	9-25-00	12-23-00					

Santa Cruz County Transition Plan
Responsible Party: County Counsel
Revised 9-22-00

County Counsel Activity/Task	Duration	Start	Finish	Progress				
				Sept	Oct	Nov	Dec	
Review changes/approve amended lease	30 days	9-30-00	10-30-00					
Review criminal prosecutions agreement for services	30 days	10-3-00	11-3-00					

Santa Cruz County Transition Work Plan
Responsible Party: Auditor/Controller's Office
Revised 9-22-00

Auditor Activity/Task	Duration	Start	Finish	Progress				
				Aug	Sept	Oct	Nov	Dec
Establish accounts/cost center/index code for new department	60 days	7-1-00	7-31-00	completed				
Provide technical assistance for FSD	60 days	8-15-00	11-15-00					
Transfer payroll for new department	8 days	12-27-00	1-5-01					
Change account/warrant/fund designations	90 days	9-15-00	12-15-00					
Transfer FAMIS accounts	90 days	9-15-00	12-15-00					
Change authorizations/signatories	90 days	9-15-00	12-15-00					
Transfer appropriations to new department-interim	11 days	12-1-00	12-15-00					
Transfer appropriations to new department-final	15 days	12-18-00	1-5-01					
Transfer encumbrances to new department	1 day	12-29-00	12-29-00					

Santa Cruz County Transition Work Plan-Page 1

Responsible Party: Personnel Department

Revised 9-22-00

Administrative Activity/Task	Duration	Start	Finish	Progress				
					Sept	Oct	Nov	Dec
Transfer existing personnel and payroll files	28days	11-15-00	12-22-00					
Transfer any newly created positions manually	28 days	11-15-00	12-22-00					
Review Inspector w/o peace officer status	71 days	9-15-00	12-22-00					
Review attorney positions eliminating criminal prosecution	71 days	9-15-00	12-22-00					
Review all other positions	71 days	9-15-00	12-22-00					
Reroute all personnel reports	77days	9-15-00	1-1-01					
ADA review	33 days	9-15-00	10-31-00					
Update job bulletins, position statements	71 days	9-15-00	12-22-00					

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Santa Cruz County Transition Work Plan-Page 2
Responsible Party: Personnel Department
Revised 9-22-00

Administrative Activity/Task	Duration	Start	Finish	Progress				
					<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Ensure that County (Risk Management) has immunity liability coverage for Child Support Attorneys	1 day	9-15-00	9-15-00		completed			
Meet and confer with DA Atty Assn	60 days	10-2-00	12-22-00					
Meet and confer with SEIU	60 days	10-2-00	12-22-00					

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Santa Cruz County Transition Work Plan
Responsible Party: District Attorney's Office
Revised 9-22-00

DA Activity/Task	Duration	Start	Finish	Progress				
					Sept	Oct	Nov	Dec
Submit transition budget request to Board in cooperation with Family Support & CAO	1 day	10-3-00	10-3-00					
Develop agreement for services for criminal prosecutions in cooperation with new department	60 days	9-15-00	11-15-00					
Change website re: new department	60 days	10-15-00	12-15-00					

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Santa Cruz County Transition Plan-Page 1
Responsible Party: Family Support Division
Revised 9-22-00

FSD Transition Activity/Task	Duration	Start	Finish	Progress				
				Aug	Sept	Oct	Nov	Dec
Transition time line - develop tasks with anticipated dates	30 days	x-25-00	9-25-00	completed	completed			
Identify and Document Transition start/end dates	ongoing	8-25-00	9-25-00		completed			
Write Transition Plan using state guidelines/template; including budget	37 days	8-25-00	10-1-00					
Notify state of proposed start/end transition dates	1 day	8-3 1-00	8-3 1-00	completed				
Identify issues and include plan to address	37 days	8-25-00	10-1-00					
Identify risks and develop risk mitigation strategy	37 days	8-25-00	10-1-00					
Meetings with transition committee/provide updates	ongoing	4-17-00	12-3 1-00					
Plan for interaction with/notice to all stakeholders	ongoing	4-1-00	12-31-00					
Develop critical success factors	ongoing	4-1-00	12-31-00					
Develop work plan	ongoing	4-1-00	12-3 1-00					
Submit plan to State	1 day	10-15-00	10-15-00					

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Santa Cruz County Transition Work Plan-Page 2
Responsible Party: Family Support Division
Revised 9-22-00

FSD Organizational Activity/Task	Duration	Start	Finish	Progress				
				Aug	Sept	Oct	Nov	Dec
Develop proposed org chart for new department	30 days'	9-30-00			completed			
Develop transition budget and plan in cooperation with District Attorney & CAO, submit to Board of Supervisors	39 days	8-25-00	1 0-3-00					
Determine staffing levels/propose changes	60 days	8-1-00	9-30-00					
Plan transition of employees	ongoing	April 2000	1 0-3-00					
Review/revise existing contracts with vendors	90 days	9- 15-00	12- 15-00					
Analyze strategies for attorney/law enforcement services	ongoing	April 2000	9-15-00		completed			
Ensure county has immunity liability coverage for attorneys	60 days	9- 15-00	9-15-00		completed			
Develop criminal prosecutions agreement for services in cooperation with DAO	60 days	9-15-00	11-15-00					

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Santa Cruz County Transition Work Plan-Page 3

Responsible Party: Family Support Division

Revised 9-22-00

FSD Transition Budget Activity/Task	Duration	Start	Finish	Progress				
				<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Submit approved transition budget and transition plan to State	1 day	10-15-00	10-15-00					
Budget for services as allocated	30 days	11-15-00	12-15-00					
Determine facilities needs, request authorization to change	ongoing	April 2000	12-31-00					
Review transition needs with state	ongoing	8-31-00	12-31-00					
Review and revise lease with property owner	30 days	8-31-00	9-30-00					
Design and implement new website	45 days	10-15-00	12-31-00					

Santa Cruz County Transition Work Plan-Page 4

Responsible Party: Family Support Division

Revised 9-22-00

FSD Services/Outreach Activity/Task	Duration	Start	Finish	Progress				
				<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
Plan for continued services with minimal negative impact	ongoing	April 2000	12-31-00					
Inform public of available services	ongoing	April 2000	12-31-00					
Analyze need for public outreach	ongoing	April 2000	12-31-00					
Develop and implement outreach program	ongoing	April 2000	12-31-00					
Interaction with stakeholders	ongoing	April 2000	12-31-00					
Public meeting, plan and present	ongoing	April 2000	10-15-00					
Notify clients of transition and dates	60 days	9-30-00	12-1-00					
Identify client issues, post resolutions	60 days	9-30-00	12-1-00					
Notify employers, agencies, advocacy groups, etc	60 days	9-30-00	12-1-00					

Santa Cruz County Transition Work Plan-Page 5
Responsible Party: Family Support Division
Revised 9-22-00

FSD Administrative Activity/Task	Duration	Start	Finish	Progress				
					Sept	Oct	Nov	Dec
Transfer of accounts and name change, in cooperation with Auditor	9 weeks	9-26-00	12-15-00					
Transfer of authorization cards	9 weeks	9-26-00	12-15-00					
Transfer of credit cards	9 weeks	9-26-00	12-15-00					
Identify all fixed assets	9 weeks	9-26-00	12-15-00					
Transfer of all assets	30 days	9-1-00	9-30-00					
Identify County unique (non CASES) forms	30 days	9-1-00	9-30-00					
Amend all Division documents to FC reference	90days	9-1-00	12-1-00					
Change all signage , letterhead, business cards	90 days	9-1-00	12-1-00					
Notify phone company, postal authorities	90 days	9-1-00	12-1-00					
Develop revised ACA	90 days	9-1-00	12-1-00					
Implement revised ACA	15 days	12-1-00	12-15-00					

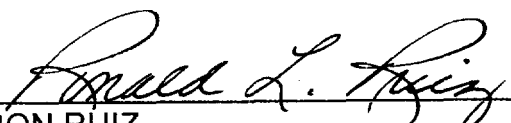
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REQUEST FOR TRANSITION APPROVAL

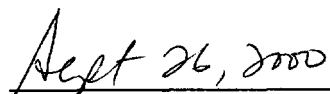
Santa Cruz County submits this Plan to document transition readiness and request approval to transition the Family Support Division from the District Attorney's Office to a new County Department of Child Support Services by December 23, 2000.

MARDI WORMHOUDT
Chairperson of the Board

Date



RON RUIZ
DISTRICT ATTORNEY



Date

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CASES CONSORTIUM MEMORANDUM OF AGREEMENT

This agreement is entered into by and between the members of the CASES USERS CONSORTIUM, and Santa Cruz County.

WHEREAS, the Consortium is established to pool member Counties' experience and knowledge regarding the CASES system to maximize the system's accuracy and usefulness in a fiscally responsible manner and the Consortium serves as an arena where member counties work jointly to accomplish this purpose; and

WHEREAS, the Consortium requires a mechanism for sharing available funding for the costs of modifications, enhancements and ongoing software maintenance among the member Counties,

NOW, THEREFORE, BE IT AGREED that the Counties. that are signatories . hereto, for and in consideration of the mutual promises and agreements herein contained, do agree as follows:

1. The member counties agree to be governed under the- terms of the Bylaws, as adopted by the Consortium.
2. This Memorandum of Agreement for shared services will be executed by each member County and the Consortium, and shall remain in effect until revoked, dissolution of the Consortium or the party executing the Agreement on behalf of the member county is no longer eligible to be a voting member of the Consortium.
3. Shared services shall include modifications and enhancements, which benefit all the member counties. The Lead County for the CASES Consortium will be responsible for claiming and receiving federal financial participation (FFP) dollars and for claiming all expenditures at the consortium level. Member counties will not receive future billings from the Lead County for consortium costs.
3. Cost allocation per member county will be determined by open case count. In the event cost per member county must be determined, the CASES DAX 795 Report will be the controlling source document.
4. Any member county or the contractor(s) may submit proposals for modifications and/or enhancements to the CASES System. Proposals shall be in written format and submitted to the Chairperson who will place the proposal on the agenda for the next scheduled meeting for consideration by

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the Consortium. Any enhancement to the system is subject to must be included in the approved CASES contract with the contractor and state approval as an authorized enhancement. In order for an enhancement to be authorized, the state must make "a finding that the enhancement or expansion costs are necessary to maintain existing levels of service, accommodate changes in state or federal law, or will result in increased short-term program performance and is otherwise cost effective."

5. A member county may request contractor services which are unique to the needs and benefits of the particular county so long as such services do not adversely impact the uniformity of the main CASES System maintained under the Consortium Contract(s).
 - (a) All work orders or requests for enhancements which will effect CASES that are unique to the needs of a member county, must be submitted to the CASES Consortium Manager for review prior to submission to the contractor or to the state for approval.
 - (b) For purposes of information sharing, all work orders for separate services will be presented to the Consortium as agenda items. The Consortium Manager may submit any issues concerning CASES uniformity or compatibility with the CASES system with such a work order or request for enhancement to the Consortium for approval.
 - (c) The budgeted/actual costs for such services shall be billed to and paid by the requesting member county.
 - (d) Any necessary Advanced Planning Documents for those unique services shall be prepared and submitted by the member county.
 - (e) Unless included in the Consortium Contract Plan, the CASES prime Contractor is under no obligation to perform such separate services.. A member county will be restricted to the CASES prime Contractor as a sole source for obtaining such separate services if the enhancement will affect the operation or maintenance of the CASES system in any way.
 - (f) All member counties agree to be bound by a vote of the majority of the Consortium to reject any work order or request for enhancement that is determined to be in violation of this provision.
6. If IV-D Program funding changes, this agreement may be renegotiated.
7. This agreement is effective upon signature.

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CASES Consortium Chairperson

Title

Date

MPae 9-22-00
Assistant County Counsel

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Santa Cruz COUNTY

In accordance with Article VI of the Bylaws of the CASES Consortium, I appoint

Debbie Ogawa, Family Support Manager

(Name and Title)

as my primary proxy, and if my primary proxy is not available, then

Kimberly Mel, Supervising Assistant District Attorney

(Name and Title)

shall serve as my ~~first~~ alternate proxy, and if my primary proxy and first alternate proxy are not available, then

DiAnn LoVardi, Administrative Services Officer

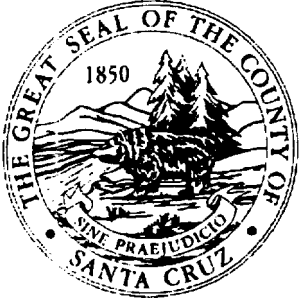
(Name and Title)

shall serve as my second alternate proxy in my absence for purposes of voting at all Consortium meetings.

Date _____

Ronald L. King

Name and Title Ron Ruiz, District Attorney

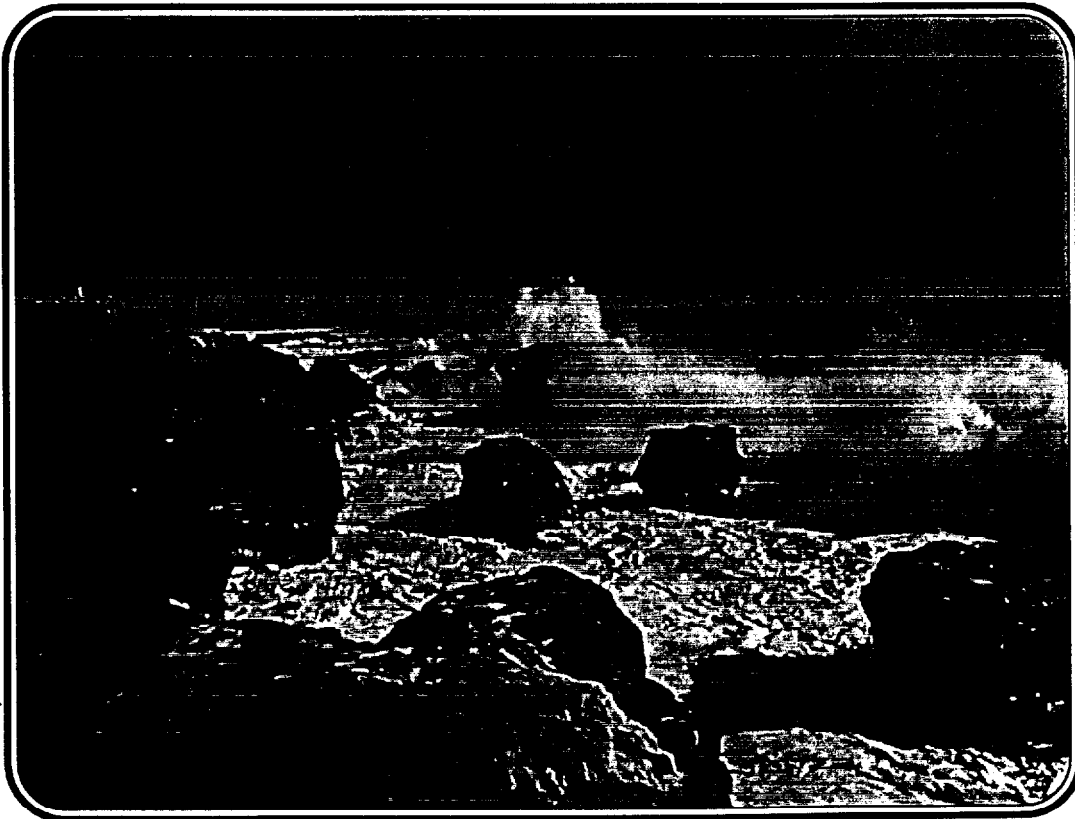


DIRECTOR of CHILD SUPPORT SERVICES

The County of Santa Cruz invites your
application for the position of
Director of Child Support Services

Final Filing Date: November 3, 2000

Photo by Charlie Calvert



Beautiful coastal community

Mediterranean climate

Excellent educational systems

THE COUNTY OF SANTA CRUZ

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Santa Cruz County has 243,000 residents and is situated at the northern tip of Monterey Bay, 65 miles south of San Francisco and 35 miles southwest of the Silicon Valley. Its natural beauty is present in the pristine beaches, lush redwood forests, and rich farmland. It has an ideal Mediterranean climate with low humidity and sunshine 300 days a year. Its Quaint shops and restaurants, coupled with a multitude of cultural and recreational activities, including sailing, fishing, golf, tennis and hiking, provide a wealth of leisure activities. Its strong local economy is anchored by vibrant high technology, agriculture, and tourism, and the school system includes Cabrillo Community College and the University of California, Santa Cruz. These elements of high Quality living make Santa Cruz one of California's most desirable living areas.

Santa Cruz County Government has a workforce of 2,450 employees in 20 agencies and departments and an annual budget of approximately \$326 million.

THE DIRECTOR OF CHILD SUPPORT SERVICES

The Director of Child Support Services is appointed by the County Board of Supervisors and reports to the County Administrative Officer and is a designated civil service position. The incumbent must work successfully with the Board of Supervisors, County Administrative Office and other County departments. The Director of Child Support Services is responsible for managing, planning and directing the operation of the Child Support Services Department related to overall administration and management of departmental programs and activities, the departmental budget(s) and grant(s), facilities operations, personnel, coordination with various County departments, and community collaboration. The annual department budget is approximately \$6 million and the department employs approximately 85 employees.

TYPICAL TASKS

The incumbent is expected to plan, direct, and manage all aspects of the Department of Child Support Services, which includes implementation of federal, state or local child support programs, directing investigative and legal services related to Child Support services, and directing all aspects of revenue collection. Additionally, the Incumbent is expected to develop plans for organization, direction and improvement of departmental services, program evaluation, community collaboration and presenting policy recommendations, materials and information related to department activities to the Board of Supervisors.

QUALIFICATIONS

The candidate must possess three years of professional management or administrative experience operating a mandated revenue collection program, Child Support Program, or closely related Social Service Program and the equivalent to graduation from college with a major in Business Administration, Public Administration or a related field. Additionally, the candidate must possess and maintain a valid California Class C driver's license. In emergencies, this position is required to be available during non-business hours. Final candidates must pass a fingerprint and background check and a pre-employment physical.

APPLICATION AND EXAMINATION PROCESS

Applications and supplemental questions will be accepted until 5:00 p.m. on November 3, 2000. Applications will be screened to ensure each application meets the minimum Qualifications for this position (pass/fail). The supplemental questions of all applications meeting the minimum qualifications will then be competitively rated by a panel (pass/fail). Those most qualified will be invited to an oral examination.

To request an application, contact the Santa Cruz County Personnel Department, 701 Ocean Street, Room 310, Santa Cruz, CA 95060 (831) 454-2600.

Interested candidates must submit an application and answers to the supplemental Questions by 5:00 p.m. on November 3, 2000. Applications received after this deadline will not be considered.

If you have a disability that would require test accommodation, please call (831) 454-2600. For hearing impaired, please call TDD # (831) 454-2123.

SUPPLEMENTAL QUESTIONS

1. Describe your management/administrative experience, including the dates, your position titles, responsibilities, the number of subordinate staff and the budget you have managed which you believe qualifies you for this position.
2. Describe your experience in the following areas:
 - Budget administration
 - Community collaboration
 - Program evaluation
 - Personnel management
 - Revenue collection
 - Grant writing
 - Program development
 - Analyzing and implementing legislative program mandates
 - Records management
3. Describe your experience in working directly with elected governing bodies, a Chief Administrative Office and other departments and governmental agencies.

If you would like more information, please contact Dania Torres Wong, Personnel Director, at (831) 454-2600.

The salary range for the Director of Child Support Services is **\$72,966 - \$97,780 annually**.
Santa Cruz County offers an attractive benefit package that includes the following:

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- Vacation: 15 1/4 days the first year, increasing to 30 1/4 days per year after 16 years.
- Sick Leave: Six days per year, available after six months.
- Administrative Leave: Two weeks per year with an advance of one week upon appointment. May be taken in cash or time off.
- Holidays: 11.5 paid holidays per year.
- Retirement and Social Security: Excellent PERS retirement plan integrated with Social Security. 2% at age 55. The County currently pays all of employee's retirement contribution.
- Medical Plan: The County contracts with the Public Employees' Retirement System for a variety of health plans. Availability of specific plans depends upon employee's home zip code. County contributions pay for a large majority of the premiums for employees and dependents for most plans.
- Dental Plan: County-paid plan for employees and dependents.
- Long-Term Disability Plan: Plan pays 66 2/3% of the first \$4500. up to \$3000 per month maximum.
- Life Insurance: \$100,000 County-paid employee policy.
- Vision Plan: County-paid employee vision plan.
- Credit Union: Offers systematic savings and low interest loans.
- Deferred Compensation: A deferred compensation plan is available to employees.
- Child Care: A childcare center is established for use by employees. The center is licensed to serve 18 children at a time, toddlers 2-5 years of age. It is located at the Emeline Street complex in Santa Cruz. For more information, call (831) 459-8866. _
- Automatic Check Deposit: required for all employees in this classification.

The final filing date is Friday, November 3, 2000

Additional information on Santa Cruz County, including application material, is available on the Internet at <http://www.co.santa-cruz.ca.us>

***The County of Santa Cruz is an equal opportunity employer
committed to building a diverse workforce.***

Please Note: The provisions of this bulletin do not constitute an expressed or implied contract.

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BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

Resolution No. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

Whereas, the County of Santa Cruz is a recipient of funds from the Federal Government
and the State Government for the Child Support Program program; and

WHEREAS, the County is recipient of funds in the amount of \$ 45,141 c h a r e
either in excess of those anticipated or are not specifically set forth in the current fiscal year
budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c) / 29064(b), such funds may be
made available for specific appropriation by four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County
Auditor-Controller accept funds in the amount of \$ 68,191 into
Department District Attorney - Family Support Division

TIC	Index Number	Revenue Subobject Number	Account Name	Amount
001	271310	0941	Support Enforcement	
			Administrative Reimbursement	45,006
001	271310	0548	State Incentive	18,241
001	271310	1099	Federal Incentive	4,944

and that such funds be and are hereby appropriated as follows:

T/C	Index Number	Expenditure Subobject Number	PRJ/UCD	Account Name	Amount
021	271310	3665		Professional & Special	50,000
021	271310	3491		Postage	5,265
021	271310	4154		Education & Training	6,926
021	271310	3489		P.C. Software	6,000

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and
that the Revenue(s) (has been) (will be) recieved within the current fiscal year.

By Ronald L. Ruiz
Department Head

Date 9/26/00

COUNTY ADMINISTRATIVE OFFICER

/_____/ Recommended to Board

/_____/ Not recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Henry A. Oberhelman Jr.
County Counsel 12/16/97

APPROVED AS TO ACCOUNTING DETAIL:

P. S. Illaugh 9-26-00
Auditor-Controller

Distribution:

Auditor-Controller

County Counsel

County Administrative Officer

Originating Department

AUD60 (REV 12/97)

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