



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: March 24, 2015

DATE: March 4, 2015

TO: Board of County Commissioners

FROM: Victoria Jakubowski, Fiscal Compliance Officer, District Attorney's Office, 325-6710 vjakubowski@da.washoecounty.us

THROUGH: Christopher J. Hicks, District Attorney

SUBJECT: **Approve the creation of three, 3.0 FTE, fully benefited non-general fund Family Support Specialist positions within the District Attorney's Office, as evaluated by the Job Evaluation Committee (JEC), in support of Child Support Enforcement, funded 100% by District Attorney Family Support Division Incentive funding in the approximate annual amount \$228,000, and accept additional Incentive Funds from the State of Nevada, Child Support Enforcement Program (CSEP) in the amount of \$269,743.75 and authorize Comptrollers to make the appropriate budget adjustments. (All Commission Districts).**

SUMMARY

The District Attorney is requesting approval to create three, 3.0FTE, fully benefited non-general Family Support Specialist positions within the District Attorney's Office, as evaluated by the Job Evaluation Committee (JEC), in support of Child Support Enforcement, funded 100% by District Attorney Family Support Division Incentive funding in the approximate annual amount \$228,000 and accept additional Incentive Funds from the State of Nevada, Child Support Enforcement Program (CSEP) in the amount of \$269,743.75

Strategic Outcomes supported by this item: Safe, Secure, and Healthy Communities; Valued Engaged Employee Workforce

PREVIOUS ACTION

January 6, 2015 The Board renewed the current contract between the State of Nevada Department of Health and Human Services and the County on behalf of the District Attorney's Office.

July 27, 2011 The Board accepted Incentive Funds from the State of Nevada, Child Support Enforcement Program (CSEP) in the amount of \$593,204.11.

AGENDA ITEM # 11

BACKGROUND

Early intervention in child support services has been recognized nationally and by the State as a best practice. Local offices have been encouraged to implement such programs. The State has approved the use of incentive funds the three Family Support Specialist positions for 2 years. After two years, the program will be assessed and additional funding will be considered. Should additional funds be unable the division can absorb the 3 positions through anticipated attrition from retirements.

The early intervention enhances the child support program as follows:

- Increase case manager staff to implement more effectively early intervention strategies to increase the NCP's participation in the paternity and order establishment process as well as making initial and sustained payments
- Increase phone contact to NCPs prior to a delinquency occurring
- Increase the number of cases making initial payments
- Reduce the number of cases accruing arrears due to missing the first payment
- Increase the number of cases with sustained and regular monthly payments
- Reduce the average amount of arrears owed on cases
- Increase customer satisfaction
- Stratification of caseloads and specialization of case manager duties to further increase collections to the families

The funding is outlined in Attachment E of the interlocal contract, the Child Support Performance Act of 1998 and 45 CFR 305 required incentive payments to be based on the states' performance. The distributions of the incentives will be calculated by the Nevada IV-D offices and disbursed to IV-D offices based on performance in four areas 1) paternity establishment; 2) cases with orders; 3) collections on current support; and 4) collection on arrears. These funds can only be used to for reinvestment in the program and other approved activities that will contribute to improving the effectiveness of the IV-D Program.

Having excelled in these areas, the Washoe County District Attorney's Office Child Support Enforcement Program has earned an additional \$269,743.75 in incentive funds.

FISCAL IMPACT

Should the Board accept the funding; a budget adjustment of \$269,743.75 in Internal Order 10891 will be required to bring the adopted budget in alignment with the funding amount as outlined below:

431100 Federal Grants	<u>\$269,743.75</u>
701412 Salary Adjustment	\$456,000.00
711504 Equipment	<u>-\$186,256.25</u>
Net change to expenses	\$269,743.75

RECOMMENDATION

It is recommended that the Board approve the creation of three, 3.0 FTE, fully benefited non-general fund Family Support Specialist positions within the District Attorney's Office, as evaluated by the Job Evaluation Committee (JEC), in support of Child Support Enforcement, funded 100% by District Attorney Family Support Division Incentive funding in the approximate annual amount \$228,000, and accept additional Incentive Funds from the State of Nevada, Child Support Enforcement Program (CSEP) in the amount of \$269,743.75 and authorize Comptrollers to make the appropriate budget adjustments.

POSSIBLE MOTION

If the Board agrees with the recommendation, a possible motion would be: "Move to approve the creation of three, 3.0 FTE, fully benefited non-general fund Family Support Specialist positions within the District Attorney's Office, as evaluated by the Job Evaluation Committee (JEC), in support of Child Support Enforcement, funded 100% by District Attorney Family Support Division Incentive funding in the approximate annual amount \$228,000, and accept additional Incentive Funds from the State of Nevada, Child Support Enforcement Program (CSEP) in the amount of \$269,743.75 and authorize Comptrollers to make the appropriate budget adjustments."