

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CHILD SUPPORT
SERVICES (03700)**
Function: **Public Protection**
Activity: **Judicial**
Fund: **General**

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2019-20</u>	CAO RECOMMENDED <u>2020-21</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
640101 Interest on Cash	0	4,000	4,000	4,000
654000 State - Other	1,101,485	1,042,792	1,042,792	1,042,792
657000 Federal - Other	2,138,176	2,024,243	2,024,243	2,024,243
TOTAL INTERGOVERNMENTAL REVENUE	3,239,661	3,071,035	3,071,035	3,071,035
CHARGES FOR CURRENT SERVICES				
662800 Intrafund Revenue	17,952	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	17,952	0	0	0
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	9,000	0	9,000	9,000
TOTAL MISCELLANEOUS REVENUES	9,000	0	9,000	9,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	173,593	193,372	193,372	193,372
TOTAL OTHER FINANCING SOURCES	173,593	193,372	193,372	193,372
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,440,206</u>	<u>3,264,407</u>	<u>3,273,407</u>	<u>3,273,407</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,715,598	1,620,451	1,620,451	1,620,451
710103 Extra Help	51,000	0	0	0
710105 Overtime	5,000	5,000	5,000	5,000
710107 Premium Pay	6,500	6,700	6,700	6,700
710200 Retirement	603,547	622,814	622,814	622,814
710300 Health Insurance	291,175	289,521	289,521	289,521
710400 Workers' Compensation Insurance	25,782	26,000	22,560	22,560

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CHILD SUPPORT
SERVICES (03700)**
Function: **Public Protection**
Activity: **Judicial**
Fund: **General**

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2019-20</u>	CAO RECOMMENDED <u>2020-21</u>
TOTAL SALARIES & EMPLOYEE BENEFITS	2,698,602	2,570,486	2,567,046	2,567,046
SERVICES & SUPPLIES				
720300 Communications	17,000	17,000	17,000	17,000
720500 Household Expense	18,500	21,000	21,000	21,000
720600 Insurance	53,129	53,129	60,374	60,374
720601 General Insurance	764	775	775	775
720800 Maintenance - Equipment	5,000	5,000	5,000	5,000
720900 Maintenance - Structures & Grounds	5,246	5,246	5,246	5,246
721100 Memberships	3,470	3,432	3,432	3,432
721300 Office Expense	40,000	41,000	41,000	41,000
721400 Professional & Specialized Services	50,000	45,000	45,000	45,000
721500 Publications & Legal Notices	200	300	300	300
721600 Rents & Leases - Equipment	11,000	15,000	15,000	15,000
721900 Special Departmental Expense	19,070	5,000	5,000	5,000
722000 Transportation & Travel	18,000	2,000	2,000	2,000
722100 Utilities	40,000	35,000	35,000	35,000
TOTAL SERVICES & SUPPLIES	281,379	248,882	256,127	256,127
INTRAFUND EXPENSES				
770100 Intrafund Transfer	340,825	382,000	382,000	382,000
TOTAL INTRAFUND EXPENSES	340,825	382,000	382,000	382,000
<u>TOTAL EXPENDITURES</u>	<u>3,320,806</u>	<u>3,201,368</u>	<u>3,205,173</u>	<u>3,205,173</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(119,400)</u>	<u>(63,039)</u>	<u>(68,234)</u>	<u>(68,234)</u>

CHILD SUPPORT SERVICES

COMMENTS

The function of this Department is to locate and obtain financial support from parents to support their children. This Department is also charged with the responsibility of initiating steps to enforce court orders regarding child support for civil cases and the establishment of paternity. The Program also reduces welfare grants to CalWorks cases by requiring non-custodial parents to contribute to the support of their children.

In 2020-21, the Department will remain 100% sub-vented with a combination of State and Federal funding, with no impact on the General Fund. This continues to become more challenging each year as the State and Federal allocations have been held flat for several years. The Department continues to hold several positions vacant and makes ongoing efforts to reduce operational costs.

WORKLOAD

The State requires that the following three categories be reported based on a calculation at the end of the Federal Fiscal Year:

	Currently Receiving <u>Assistance</u>	Formerly Received <u>Assistance</u>	Never Received <u>Assistance</u>	<u>Total</u>
October 2019	1609	3838	1153	6600
November 2019	1643	3797	1171	6611
December 2019	1678	3760	1172	6610

Note: If a client is currently receiving Public Assistance (CalWORKs), or has formerly received Assistance, the incentives received for these cases are higher than for a client who has never received Assistance.

ESTIMATED REVENUES

654000 **State – Other** (\$1,042,792) is recommended based on the projected state portion of the Child Support Funding Allocation

657000 **Federal-Other** (\$2,024,243) is recommended based on the projected federal portion of the Child Support Funding Allocation

673000 **Miscellaneous Revenue** (\$9,000) is recommended based on the projected interest accrued from the department's state and federal revenues.

CHILD SUPPORT SERVICES

ESTIMATED REVENUES (continued)

680200 **Operating Transfer In** (\$193,372) is recommended based on the available funds from the Reserve Child Support Fund (5591) and request for Mid-Year reallocation from the State Department of Child Support Services. Salary savings anticipated.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$1,620,451) are recommended decreased \$95,147 based on cost of recommended staff. Salary savings are expected due to vacant positions.

710103 **Extra Help** (\$0) is recommended decreased to zero for extra-help staff which is fully funded for extra projects

710105 **Overtime** (\$5,000) is recommended unchanged.

710107 **Premium Pay** (\$6,700) is recommended increased \$200 based on staffing.

710200 **Retirement** (\$622,814) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$289,521) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$22,560) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$17,000) is recommended unchanged The budgeted amount for this account is based on current and estimated costs for the department's telephone services.

720500 **Household Expense** (\$21,000) is recommended increased \$2,500 for janitorial services and supplies for the building provided through a contracted service provider. This amount also includes refuse disposal costs.

720600 **Insurance** (\$60,374) is the Department's contribution to the County's Self-Insured Liability Program.

CHILD SUPPORT SERVICES

SERVICES & SUPPLIES (continued)

- 720601** **General Insurance** (\$775) is recommended increased \$11 for the Department’s contribution to the County’s Property Insurance Program.

- 720800** **Maintenance - Equipment** (\$5,000) is recommended unchanged based on current, actual costs for maintenance of office and computer equipment, and vehicles.

- 720900** **Maintenance - Structures and Grounds** (\$5,246) is recommended unchanged as costs for Building and Grounds Maintenance labor are now accounted for under Intrafund Expense (770100) as per direction received from the Auditor’s Office. This account funds the supplies needed for the maintenance of the Child Support building.

- 721100** **Memberships** (\$3,432) is recommended increased as costs for the Child Support Director’s Association (CSDA) dues (\$2,888); this account also funds California Attorney Dues (\$544) have increased.

- 721300** **Office Expense** (\$41,000) is recommended increased \$1,000 based on current and projected expenses for printed forms, general office and copy supplies, State-directed customer service activities, and mailing costs.

- 721400** **Professional & Specialized Services** (\$45,000) is recommended unchanged based on necessary program system support of Service of Process costs; IT support costs are now accounted for under Intrafund Expense (770100) per direction received from the Auditor-Controller’s office. Genetic Testing reduced to zero costs are now covered by the State Department of Child Support
 Projected expenses are as follows:

Genetic Testing/Paternity Declarations	\$ 4,000
Service of Process	30,000
ADT Security/Credit Reporting/Employee Insight/Other	11,000

- 721600** **Rents & Leases - Equipment** (\$15,000) is recommended increased \$4,000 based on actual costs to fund the copier lease contract, including lease of three copiers and increased costs for printing.

- 722000** **Transportation & Travel** (\$2,000) is recommended decreased \$16,000 for attendance at meetings, training sessions, and conferences.

CHILD SUPPORT SERVICES

SERVICES & SUPPLIES (continued)

722100 **Utilities** (\$35,000) is recommended decreased \$5,000 based on current and projected expenditures for gas, electricity and water utility costs for the Child Support building.

INTRAFUND EXPENSES

770000 **Intrafund Expenses** (\$382,000) is recommended increased \$41,175 for IT support services (\$290,000), Retiree Health Insurance (\$78,000), and Building and Grounds Maintenance (\$7,000). This account also funds services provided by Central Services (\$2,000). This account also funds the MOU with Human Resources (\$5,000).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CHILD SUPPORT SERVICES (03700)**
 Function: **Public Protection**
 Activity: **Judicial**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3693	Child Support Assistant I or							
3694	Child Support Assistant II	7.0	4.0	7.0	4.0	-	-	
3695	Child Support Assistant III	3.0	-	3.0	-	-	-	
3369	Child Support Program Manager	2.0	-	2.0	-	-	-	
3344	Child Support Specialist I or							
3345	Child Support Specialist II	13.0	2.0	13.0	2.0	-	-	
3339	Child Support Specialist III	4.0	1.0	4.0	1.0	-	-	
3170	Deputy Director of Child Support Srvc	1.0	-	1.0	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0		1.0	-	-	-	
2119	Director of Child Support Services	1.0	-	1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	-	4.0	-	4.0	-	-	
3292	Staff Services Analyst I (General)	1.0	-	1.0	-	-	-	
3171	Child Support Supervisor	1.0	-	1.0	-	-	-	
TOTAL		35.0	11.0	35.0	11.0	-	-	

NOTES: