

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

	ACTUAL 2020-21	BOARD APPROVED 2021-22	DEPARTMENT REQUEST 2022-23	CAO RECOMMENDED 2022-23
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
640101 Interest on Cash	2,439	4,000	2,600	2,600
654000 State - Other	1,125,609	1,160,479	1,532,571	1,532,571
657000 Federal - Other	1,985,773	2,356,125	2,974,992	2,974,992
TOTAL INTERGOVERNMENTAL REVENUE	3,113,821	3,520,604	4,510,163	4,510,163
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	45,661	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	45,661	0	0	0
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	0	75,000	0	0
TOTAL MISCELLANEOUS REVENUES	0	75,000	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	0	129,915	116,287	116,287
TOTAL OTHER FINANCING SOURCES	0	129,915	116,287	116,287
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,159,482</u>	<u>3,725,519</u>	<u>4,626,450</u>	<u>4,626,450</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,631,397	1,798,549	2,078,930	2,078,930
710103 Extra Help	0	25,000	100,000	100,000
710105 Overtime	0	5,000	15,000	15,000
710107 Premium Pay	6,270	6,700	7,000	7,000
710200 Retirement	632,600	721,924	856,688	856,688
710300 Health Insurance	277,888	356,221	407,286	407,286
710400 Workers' Compensation Insurance	22,560	22,560	27,478	27,478

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	ACTUAL 2020-21	BOARD APPROVED 2021-22	DEPARTMENT REQUEST 2022-23	CAO RECOMMENDED 2022-23
TOTAL SALARIES & EMPLOYEE BENEFITS	2,570,715	2,935,954	3,492,382	3,492,382
SERVICES & SUPPLIES				
720300 Communications	15,390	19,000	30,000	30,000
720500 Household Expense	21,055	26,000	40,000	40,000
720600 Insurance	60,374	60,374	55,456	55,456
720601 General Insurance	0	905	1,000	1,000
720800 Maintenance - Equipment	3,488	10,000	10,000	10,000
720900 Maintenance - Structures & Grounds	7,068	8,000	15,000	15,000
721100 Memberships	3,073	3,073	4,000	4,000
721200 Miscellaneous Expenses				
721300 Office Expense	9,445	45,000	74,700	74,700
721400 Professional & Specialized Services	28,020	45,000	75,000	75,000
721500 Publications & Legal Notices	388	300	700	700
721600 Rents & Leases - Equipment	11,186	0	0	0
721900 Special Departmental Expense	0	5,000	0	0
722000 Transportation & Travel	1,489	5,000	15,000	15,000
722100 Utilities	26,403	35,000	35,000	35,000
TOTAL SERVICES & SUPPLIES	187,379	262,652	355,856	355,856
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	16,000	37,500	37,500
740301 Equipment > \$5,000	0	0	20,000	20,000
TOTAL OTHER CHARGES	0	16,000	57,500	57,500
INTRAFUND EXPENSES				
770100 Intrafund Transfer	355,728	420,000	604,425	604,425
TOTAL INTRAFUND EXPENSES	355,728	420,000	604,425	604,425
<u>TOTAL EXPENDITURES</u>	<u>3,113,821</u>	<u>3,634,606</u>	<u>4,510,163</u>	<u>4,510,163</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(45,661)</u>	<u>(90,913)</u>	<u>(116,287)</u>	<u>(116,287)</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 2022-23, the Department will remain 100% sub-vented with a combination of State and Federal funding, with no impact on the General Fund.

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 2021	1,449	3,793	1,085	6,327
November 2021	1,464	3,758	1,080	6,302
December 2021	1,527	3,725	1,078	6,330

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** (\$1,532,571) is recommended based on the projected state portion of the Child Support Funding Allocation.
- 657000** **Federal-Other** (\$2,974,992) is recommended based on the projected federal portion of the Child Support Funding Allocation.
- 680200** **Operating Transfer In** (\$116,287) 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.

CHILD SUPPORT SERVICES

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,078,930) are recommended increased \$280,381 based on cost of recommended staff. Salary savings are expected due to vacant positions.
- 710103** **Extra Help** (\$100,000) is recommended increased \$75,000 for extra-help staff which is fully funded for extra projects.
- 710105** **Overtime** (\$15,000) is recommended increased \$10,000.
- 710107** **Premium Pay** (\$7,000) is recommended increased \$300.
- 710200** **Retirement** (\$856,688) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$407,286) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$27,478) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$30,000) is recommended increased by \$11,000. The budgeted amount for this account is based on current and estimated costs for the department's telephone services.
- 720500** **Household Expense** (\$40,000) is recommended increased \$14,000 for janitorial services and supplies for the building provided through a contracted service provider. This amount also includes refuse disposal costs.
- 720600** **Insurance** (\$55,456) is the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **General Insurance** (\$1,000) is recommended unchanged for the Department's contribution to the County's Property Insurance Program.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended increased based on current, actual costs for maintenance of office and computer equipment, and vehicles.

CHILD SUPPORT SERVICES

SERVICES & SUPPLIES (continued)

720900 **Maintenance - Structures and Grounds** (\$15,000) is recommended increased \$7,000 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** (\$4,000) is recommended increased as costs for the Child Support Director’s Association (CSDA) dues (\$2,610); this account also funds California Attorney Dues (\$463), which have increased.

721300 **Office Expense** (\$74,700) is recommended increased \$29,700 based on current and projected expenses for printed forms, general office equipment, copy supplies, State-directed customer service activities, and mailing costs.

721400 **Professional & Specialized Services** (\$75,000) is recommended to increase \$30,000 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 expenses are as follows:

Paternity Declarations	\$ 5,000
Service of Process	\$60,000
ADT Security/Credit Reporting/Employee Insight/Other	\$10,000

721500 **Publications & Legal Notices** (\$700) is recommended increased \$400 for publications and legal notices to the publications meant for the public.

722000 **Transportation & Travel** (\$15,000) is recommended increased \$10,000 for attendance at meetings, training sessions, and conferences.

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

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$37,500) is recommended increased \$21,500 based on actual costs to fund the copier lease contract, including lease of three copiers and increased costs for printing.

CHILD SUPPORT SERVICES

OTHER CHARGES (continued)

740301 **Equipment > \$5,000** (\$20,000) is recommended increased \$20,000 for purchase of equipment that is greater than the cost of \$5,000.

INTRAFUND EXPENSES

770000 **Intrafund Expenses** (\$604,425) is recommended increased \$184,425 for IT support services (\$421,825), Retiree Health Insurance (\$93,600), and Building and Grounds Maintenance (\$14,000). This account also funds services provided by Central Services (2,000). This account also funds the MOU with Human Resources (\$68,000). Miscellaneous expenses for 311 Customer Service Center assistance (\$5,000).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **CHILD SUPPORT SERVICES (03700)**
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<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2021-22 Authorized Positions</u>		<u>2022-23 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>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	1.0	-	1.0	-	-	-	A
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	14.0	1.0	15.0	-	1.0	(1.0)	B
3339	Child Support Specialist III	4.0	1.0	4.0	1.0	-	-	
3170	Deputy Director of Child Support Svcs	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)	C
4640	Child Support Services Program Coordinator	1.0	-	1.0	-	-	-	
3171	Child Support Supervisor	1.0	-	2.0	-	1.0	-	D
TOTAL		36.0	10.0	39.0	5.0	2.0	(5.0)	

NOTES:

A Reflects the addition of one (1) FTE Administrative Analyst I/II during FY2021-22, by Board action on 04/05/2022.

B Reflects the request of the department to fund one (1) FTE Child Support Specialist I/II due to the increased need

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**2021-22
Authorized
Positions**

**2022-23
Proposed
Positions**

**Y-O-Y
Changes
in Positions**

- C** Reflect the request of the department to delete four (4) FTE unfunded Office Assistant I/II positions
- D** Reflects the request of the department to add one (1) FTE Child Support Supervisor due to the need of the department