



# COUNTY OF HUMBOLDT

For the meeting of: 12/7/2021

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File #: 21-1715

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**To:** Board of Supervisors  
**From:** Child Support Services  
**Agenda Section:** Consent

**SUBJECT:**

Plan of Cooperation Between Solano County Child Support Services and North Coast Child Support Services

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve and authorize the Director of the North Coast Regional Department of Child Support Services (NCRDCSS) to execute the attached Plan of Cooperation (POC) between Solano County Child Support Services (SCCSS) and NCRDCSS continuing NCRDCSS' ability to utilize the Financial Case Management services of SCCSS.
2. Authorize the Director of NCRDCSS, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding, after review and approval by County Counsel, Risk Management and the County Administrative Office.

**SOURCE OF FUNDING:**

Child Support Services (1380)

**DISCUSSION:**

SCCSS currently assists NCRDCSS with Financial Case Management services through sharing the work of two Account Clerk III positions which are responsible for financial case management tasks on approximately half of NCRDCSS' caseload. This agreement allows that relationship to continue and is expected to last until NCRDCSS can adequately recruit, hire, and fill one additional Fiscal Technician position.

These services are provided as a shared service between local child support agencies and there is no financial impact to the departmental budgets.

**FINANCIAL IMPACT:**

There are no costs associated with the attached POC, however there are salary savings resulting from the shared services between the SCCSS currently assists NCRDCSS. As a result, this request will not impact the Humboldt County General Fund.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by facilitating public/private partnerships to solve problems; managing our resources to ensure sustainability of services; and providing appropriate levels of service.

**OTHER AGENCY INVOLVEMENT:**

Solano County Child Support Services

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose not to approve this request. However, if that happens NCRDCSS will be unable to adequately complete the financial case management needs for families served by the department.

**ATTACHMENTS:**

Plan of Cooperation for Financial Case Management between Solano and North Coast.

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A