

RICHLAND COUNTY CHILD SUPPORT

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CHILD SUPPORT COMMITTEE MEETING **Minutes for March 10, 2022**

The Child Support Committee met on March 10, 2022 at 9:00 a.m. using Webex.

Committee members present included: David Turk, Linda Gentes and Danielle Rudersdorf.

Others present: Amy Hoffman, Child Support Director.

Committee Chairperson Turk calls the meeting to order at 9:02 a.m.

Motion by Gentes to approve the agenda, second by Rudersdorf.

Motion by Gentes to approve the minutes, second by Rudersdorf.

Committee members reviewed the bills received since the previous meeting on January 13, 2022. The bills totaled \$1,287.29. Hoffman noted this was for the time period of January 1, 2022 through February 28, 2022. There were no out of the ordinary expenses. Motion by Gentes to approve expenses, second by Rudersdorf.

Director's Report:

A. Performance

- a. Agency is meeting performance in all areas.
- b. 2nd in State for Arrears collection.

B. Tax Intercepts

- a. So far this year, \$14,746.59 has been intercepted. This is the amount that has shown up on reports. It should be noted that not all intercepts show up on reports.

C. GovPay Payments

- a. Now called AllPaid
- b. \$4,473,71 collected using this program since January 1 of this year.

D. Director's Dialogue

- a. Will now be held virtual April 13 & 14, 2022

E. Budget Numbers

- a. Budget numbers are on track

F. MAXIMUS

- a. This is how indirect costs are determined—indirect costs are used as part of the reimbursement process from the State of Wisconsin
- b. The indirect costs reported by MAXIMUS seem to be high when it comes to the Clerk of Court's portion. The MAXIMUS representative was supposed to be checking into this. Costs that were questioned were:
 - i. Salary for Clerk of Court's Deputy reported as related to child support duties. MAXIMUS explained this as numbers reported to them by the Clerk of Court in 2019.
 - ii. Reallocated Admin costs. MAXIMUS rep wasn't exactly clear on this, as she is new, but felt it was in relation to the salary/wages reported for the Clerk of Court's Deputy.

G. SPARC Report & Reimbursements

- a. SPARC is the program used by the State of Wisconsin for Department of Children & Family Services and Bureaus underneath DCF to use to report expenditures. Reimbursements are based on the expenditures reported in this program.
- b. Every month the child support agency submits this report and then is reimbursed by the State of Wisconsin quarterly at the rate of roughly 66% of what is reported.
- c. Agency has been granted an extra \$5,703 for reimbursements due to additional funding allotted by the Federal Government.

H. Future Reimbursements

- a. The Clerk of Court's Office has requested reimbursement of their time spent working on child support related matters and to use the actual time worked methodology of reporting this time.
 - i. Hoffman stated that she will do this for the first quarter but if this involves more than 2 hours of reconciling timesheets every month, she will request that the Clerk of Court use the quarterly time study methodology. It is not cost effective for the county to pay the director 2-3 hours of pay for a reimbursement that is less than the cost of calculating the reimbursement.
- b. The reimbursement of this pay will create new line items on both the Clerk of Court's budget (a revenue line) and the Child Support Agency's budget (expenditure and revenue lines)
- c. Previous Directors were using the Clerk of Court's wages as a reported indirect cost. In 2019, the Clerk of Court's wages could no longer be claimed as indirect cost. This was not practiced by Richland County and Director Hoffman was given inaccurate numbers/calculations to use to figure the 2022 Budget for the agency. While learning more about cooperative agreements and indirect costs, Hoffman discovered this inaccuracy. She states she has spent a lot of time trying to determine how this will affect the agency. Due to her newness as a director, she is unsure of the exact numbers but felt it could mean that the agency would receive as much as \$20,000 less from reimbursements this year. Once the first and second quarter payments come in, she will be able to determine more of the financial impact

I. Part-time Position

- a. Hoffman stated that the office could really use a part-time clerical worker but wasn't prepared with the cost of this and would need to know more about the actual reimbursement impact before she would consider moving forward with the process of trying to add a position

Before the meeting ended, Hoffman reminded the committee that the court was undergoing some changes that would be impacting the agency. The Judge is retiring on April 1. The court will be using reserve judges until the new judge is appointed. CSEA/ADA Forehand has submitted her letter of interest to the Governor in hopes of being appointed the next judge.

This will greatly impact the agency as we will need to use an interm corp counsel (Attorney Windle) until the next ADA is hired; which means the agency will need to set up and pay for background checks on the interm corp counsel and the permanent ADA, along with paperwork for all accesses needed.

Committee feels Attorney Windle should undergo background check no matter what in case he needs to fill in for an extended leave at any time for ADA. Hoffman is directed to discuss this with the County Administrator and if he is in agreement to go ahead and start the background check procedures for Attorney Windle.

The next meeting is not scheduled at this time and is pending possible changes in committee restructures

Motion by Rudersdorf to adjourn the meeting, second by Gentes. Meeting adjourned at 9:32 a.m.

Respectfully Submitted,

Amy Hoffman
Director

