



**Richland County Child Support Agency**

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**CHILD SUPPORT COMMITTEE MEETING**

Minutes: June 9, 2016

The Child Support Committee met on June 9, 2016, at 10:00 a.m. in the Jury Room, located in the upper level of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Gary Peters and Ruth Williams. Not present: Jeanetta Kirkpatrick

Others present: Amy Forehand—Child Support Attorney/Administrator.

Committee Chairperson Peters called the meeting to order at 10:00 a.m.

Motion by Williams to approve the agenda, second by Peters.

Motion by Peters to approve the minutes, second by Williams.

Committee members reviewed the money bills since the last meeting. Motion by Peters, second by Williams to approve the bills.

Director Report:

A. Training

Charlene attended the financial worker training in May. She felt that she learned a lot. However, she felt that the training was much more disorganized than the new worker training. Charlene does believe that it will give her a good base when training with Nancy.

B. Performance Figures

-Caseload is down 20 cases from last year. That is due to the natural fluctuation of births and emancipations. Also, Amy and Kathy have been working hard to close cases that are not workable.

-Court Order establishment is at 92.96 %. That is up slightly from last year.

-Paternity establishment is 105.81 %. That is slightly down from last year, but well above the threshold performance level.

-Collection rate is 82.81 %. That is up slightly from last year.

-Arrears collection is 75.81 %. That is up from last year.

C. Probation Status of New Hires

Forehand reported that she is happy with the progress of Charlene and Amy. They have been a positive addition to the office. They are both learning the positions well. She recommends that they be taken off probation status.

Motion by Ruth and Second by Peters to terminate the probation status of the Charlene and Amy and make them permanent employees.

Motion made by Peters and second by Williams to adjourn the meeting. Motion carried. The meeting was adjourned at 10:45 a.m.

Respectfully Submitted,

Amy Forehand  
Attorney/Administrator