



**Richland County Child Support Agency**  
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## **CHILD SUPPORT COMMITTEE MEETING**

Minutes: November 17, 2016

The Child Support Committee met on November 17, 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, Jeanetta Kirkpatrick and Ruth Williams.

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

Committee Chairperson Peters called the meeting to order at 10:06 a.m.

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

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

Committee members reviewed the money bills from September 1, 2016 through November 16, 2016. Motion by Kirkpatrick, second by Williams to approve the bills.

### Director Report:

- A. Performance Figures. Forehand presented the September and October performance figures to the committee. September was the end of the fiscal year. The department made it its performance goal to receive full performance compensation. The agency's performance with court orders was 92.90%, with paternity establishments was 113.38%, with current collections was 82.73% and with arrears collection was 85.43%.

In October the agency had a performance level of 93.04% for court orders. That was up .85% from the previous year. Paternity Establishment was 94.91%, which was up .72%. Current collection was 81.96%, which was down 1.6%. Arrears collection was at 43.31%, which was up 2.43% from the previous year.

- B. Budget Issue. Forehand informed the committee that with the changes made to the county health insurance policy, the part-time position became eligible for health insurance. The part-time employee has elected to take the insurance because her spouse's employer penalizes an employee if they take the insurance and their spouse has access to insurance. The cost will be \$10,944. The county will be reimbursed

\$7223. The difference being \$3721. That money was not part of Forehand's budget proposal for the agency.

- C. E-filing. The agency was recently informed that they are going to be required to start e-filing its cases. This will add additional work for the staff since they will have to upload each case and document into the system. It is unclear at this point how it will work with the current system the agency uses to draft documents. It might result in a need for the Forehand to recreate all the documents in word perfect.

The state is working on a new program for drafting documents which will be more compatible with e-filing. However it could be a year or two before that is available. Recently, the state did a test run on the agency's printers to see if they were compatible with the new program. The new copier failed the test. The agency was informed that it software changes may correct the issue.

Next meeting is scheduled for January 19, 2017 at 10:00 a.m.

Motion made by Williams and second by Kirkpatrick to adjourn the meeting. Motion carried. The meeting was adjourned at 10:50 a.m.

Respectfully Submitted,

Amy Forehand  
Attorney/Administrator