



**Richland County Child Support Agency**  
P.O. Box 541  
Richland Center, WI 53581

**Phone:** (608) 647-8663  
**Fax:** (608) 647-8291

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## **CHILD SUPPORT COMMITTEE MEETING**

Minutes: February 9, 2017

The Child Support Committee met on February 9, 2017 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: Jeanetta Kirkpatrick, Gary Peters and Ruth Williams.

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

Committee Chairperson Peters called the meeting to order at 10:05 a.m.

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

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

Committee members reviewed the bills from since the previous meeting. Motion by Kirkpatrick, second by Williams to approve the bills.

### Director Report:

- A. Performance. The agency's court order performance rate was 93.40%, which was up slightly from the previous year. The agency's paternity establishment performance rate was 100.17%, which was up 1.75% from last year. The agency's current support collection performance rate was 82.71%, which was up from the previous year. The agency's arrears collection performance rate was 67.63%, which was up 4.48% from the previous year.
- B. E-filing. The transition to e-filing has gone easier than anticipated. With the help of the CCAP trainer, the agency was able to develop a procedure that allowed them not to have to recreate all of the documents that they use into word documents. Also, the workers are using the scanning function on the copier at this time. The agency is going to hold off on ordering desk scanners, to determine if they are necessary. Forehand did warn that the e-filing is taking more of the worker's time. It could potentially impact their performance numbers.
- C. Budget Reduction Measures. Forehand reported that since their budget was already trim, that she did not have any areas to report that she could

reduce. She indicated she was exploring options for lowering some costs such as service. Kirkpatrick suggested that looking for new income streams maybe more feasible.

Next meeting is scheduled for April 13, 2016 at 10:00 a.m.

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

Respectfully Submitted,

Amy Forehand  
Attorney/Administrator