

# **RICHLAND COUNTY CHILD SUPPORT**

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## **MINUTES FOR JULY 18, 2018**

The Child Support Committee met on July 18, 2018 at 10:00 a.m. in the Jury Room of the Courthouse. Present were committee members Jeanetta Kirkpatrick, David Turk, and Ed Pulvamacher and Director Amy Forehand.

The meeting was called to order by Turk at 10:08 a.m. The meeting was properly posted. Kirkpatrick moved to approve the agenda, Second by Turk. Kirkpatrick moved to approve the minutes from the previous meeting. Second by Turk.

Forehand presented an invoice with the agency bills since the previous meeting. Kirkpatrick moved to approve the bills. Second by Turk.

Forehand gave her directors report.

A. Forehand introduced Amy Hoffman Crook to the committee. She is the current caseworker for the department.

B. Performance

The agency's case load was 834, which is down 30 from last year. However, there is always changes up and down due to births and child aging out. The caseload is always somewhere between 825-860.

The agency's court order performance rate was 91.73%, which was up slightly from last year. The agency's paternity establishment performance was 107.42%, which was up 1.14% for the previous year. Current support collection rate was 83.95% which was up .80%.

The agency's arrears collection was 77.32%, which was down from the year previously. The agency is not at the threshold yet. The office is really going to focus on this for the next two months, to hopefully meet the 80% by the end of September. It will be a difficult task considering the staffing issues.

Kirkpatrick would like the dollar amount collected report as part of the performance report in the future.

#### C. Equipment

The crossover from HOD went relatively smoothly thanks to the help of the IT department. The agency did not miss a beat when it came to printing. Unfortunately, it is a cost that that county will have to absorb starting next year.

#### D. Staffing

Kathy Sutton retired after 28 years of services as of June 29, 2018. That leaves the office with two full time staff, a case worker and financial worker. The payout for the retirement is approximately \$22,000. That would take about four to recoup. It will be very difficult to have the agency understaffed for that long and still meet performance. Forehand would like permission to start advertising for the position and start the process. It generally takes 2-3 months to hire by the time you advertise and hold interviews.

Additionally, Forehand would like to name Amy Hoffman-Crook to the lead caseworker position. She has really stepped up to fill the hole left by Sutton's retirement.

Kirkpatrick moved to allow Forehand to promote Hoffman to the lead caseworker if allowed. If not, then advertise for both positions at once.

The next meeting was set for August 16, 2018 at 10:00 a.m.. Kirkpatrick moved to adjourn the meeting. Second by Pulvamacher. The meeting was adjourned at 10:34 a.m.