



# MARIPOSA COUNTY

Child Support Services



## RESOLUTION - ACTION REQUESTED 2019-594

MEETING: October 8, 2019  
TO: The Board of Supervisors  
FROM: Sharon Wardale-Trejo,  
RE: Child Support Specialist I/II

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### **RECOMMENDATION AND JUSTIFICATION:**

Authorize Merced-Mariposa Regional Department of Child Support Services to add one (1) full-time Child Support Specialist I/II allocation to the current year budget (2019-20) effective October 8, 2019. This position already exists as an approved Mariposa County job classification. There is sufficient funding for this allocation and there is no impact to the general fund as the Department is funded entirely through State (34%) and Federal (66%) funds.

### **BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Merced-Mariposa Regional Department of Child Support Services became effective May 1, 2016. Since that time, the Mariposa County Department of Child Support Services has functioned well under the regionalization model. However, because of the very small size staff size, adjustments need to be made from time to time due to circumstances. With the recent vacancy of the Child Support Accounting Technician position and impending retirement of the Child Support Supervisor in December 2019, the Department has determined the best path forward is to make some organizational changes. Some fiscal/budgeting duties has been organizationally changed to the lead Child Support Specialist III and eventually to the Child Support Supervisor. However, there are other duties such as handling the accounts side of the child support orders in the case management system that need coverage due to the separation of duties requirement from the state. The Department requests the allocation of an additional Child Support Specialist I/II position in the current year budget of 2019-20. The Department will recruit and fill the position. The Child Support Accounting Technician position will remain vacant and will be eliminated in upcoming 2020-21 budget. Also, it's anticipated after filling the upcoming vacant Child Support Supervisor position in January 2020, a Child Support Specialist position will be vacant and will be eliminated in upcoming 2020-21 budget.

### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not approve the requested allocation. A negative action would result in potential delivery delays to customers, increased workload to existing staff and inability to

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maintain separation of duties in certain accounts management as required by the state.

**FINANCIAL IMPACT:**

**There is no impact to the general fund as the Department is funded entirely through State (34%) and Federal (66%) funds.**

**RESULT: ADOPTED [UNANIMOUS]**

**MOVER:** Kevin Cann, District IV Supervisor

**SECONDER:** Merlin Jones, District II Supervisor

**AYES:** Smallcombe, Jones, Long, Cann, Menetrey