



Legislation Text

File #: 17-1314, **Version:** 1

Child Support Services recommending the Board adopt and authorize the Chair to sign Resolution **001-2018**, thereby adding one Assistant Director of Child Support Services/Chief Attorney allocation and deleting one Deputy Director of Child Support Services allocation and one Child Support Attorney I-IV allocation, effective January 10, 2018.

FUNDING: No General Fund cost. State and Federal child support funding sources.

DEPARTMENT RECOMMENDATION

Child Support Services recommending the Board adopt and authorize the Chair to sign the attached Resolution, thereby adding one regular full time Assistant Director of Child Support Services/Chief Attorney allocation to the Child Support Services personnel allocation, and deleting one Deputy Director of Child Support Services allocation and one regular full time Child Support Attorney I-IV allocation, effective January 10, 2018.

DISCUSSION / BACKGROUND

The former Deputy Director of Child Support Services retired in 2016. Since this time, the Department has desired to combine that Deputy Director position with one of the Child Support Attorney I-IV positions creating a new classification of Assistant Director of Child Support Services/Chief Attorney.

The Department was not able to move forward with this request earlier due to the Revenue Recovery Reduction in Force (RIF) that occurred in Fiscal Year 2016-17 as a result of the Superior Court of El Dorado decision to terminate their MOU with the Child Support Services Revenue Recovery Division for the collection of court debt effective July 1, 2017 (Legistar item 17-0507). To avoid a layoff situation as a result of the RIF, the Department needed to keep the Deputy Director position vacant in the event that there was a need to use funding from that vacancy to temporarily accommodate one or two Revenue Recovery staff members returning to Child Support Services - the RIF did not result in any layoffs.

Subsequently, on December 29, 2017, one Child Support Attorney I-IV position became vacant due to retirement.

The Department now proposes to eliminate the vacant Deputy Director position and the vacant Child Support Attorney I-IV position, and create a new Assistant Director of Child Support Services/Chief Attorney position.

Creating the new position of Assistant Director of Child Support Services/Chief Attorney will, for the first time, provide an attorney who will be responsible for managing, supervising and coordinating the activities and operations of the legal division, including preparing and litigating the most complex cases as the lead attorney. These legal duties will be in addition to the Assistant Director responsibility for assisting the Director with planning, directing, organizing and coordinating the programs and activities of the Department of Child Support Services. This person will act as the

liaison with the courts and will provide the Director with legal advice in the area of child support. The person in this new position will act on behalf of the Director during absences ensuring efficient continuation of operations.

ALTERNATIVES

The Board could decline to adopt the attached Personnel Allocation Resolution and the Department would continue with the current personnel structure.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

CAO and Human Resources

CAO RECOMMENDATION

Chief Administrative Office recommends approval of the Department's recommendation.

FINANCIAL IMPACT

The vacant Deputy Director of Child Support Services, Step 5 annual base salary is \$121,534, and the vacant Child Support Attorney III, Step 5 annual base salary is \$110,843. The two salaries combined total \$232,377.

The proposed Assistant Director of Child Support Services/Chief Attorney, Step 5 annual base salary is \$149,585.

The elimination of the vacant Deputy Director of Child Support Services position and the vacant Child Support Attorney III position, and the addition of the Assistant Director of Child Support Services/Chief Attorney position at Step 5 would result in \$82,792 in annual salary savings.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Clerk of the Board to obtain signature of Chair on the attached Resolution and provide one copy to Human Resources, and one to the Child Support Services.

STRATEGIC PLAN COMPONENT

Good Governance.

CONTACT

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