



## Legislation Text

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**File #:** 19-1435, **Version:** 1

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Department of Child Support Services recommending the Board:

- 1) Approve and authorize a budget amendment to increase the Department revenue and appropriations budget by \$50,000 for Fiscal Year 2019-20, due to an increase in allocation from the Department of Child Support Services (DCSS), for the purchase of two (2) new vehicles to be utilized as community outreach mobile offices; and
- 2) Approve the addition of two (2) vehicles at a cost not to exceed \$25,000 each to the Department's FY 2019-20 Fixed Asset list. (4/5 Vote required to approve the budget amendment)

**FUNDING:** State and Federal funding resulting from increase in allocation by DCSS.

### **DISCUSSION / BACKGROUND**

Last Spring, Child Support Services (CSS) implemented an aggressive Community Outreach Program with a goal of reaching all areas of the county. In addition to outreach events in South Lake Tahoe, staff members have participated in events ranging from Garden Valley to the South County Health and Safety Fair in Fairplay. The department is actively working on "re-branding" the local program because many members of the community are not sure what services the agency provides. Revamping the outreach program by going out into the community, including more rural areas, with these mobile offices will allow the ability to provide services to members of the community that are not able to visit either local office. Pursuant to federal regulations 45 CFR Section 302.30 all child support agencies are required to conduct outreach programs to inform the public about the availability of Title IV-D services.

CSS worked with County Fleet and Procurement and Contracts to review vehicles acceptable for purchase for the Department per Fleet policy and determined that a 2019 Dodge Grand Caravan or equivalent would suffice to meet the needs of the Department and the community (quote included in Attachment A). The quote is approximately \$25,000 per vehicle, including sales tax and delivery charges. Both vehicles will be based at CSS in Shingle Springs making them available for concurrent events in either South Lake Tahoe or the West Slope.

If approved, the Department will elect to pay into mileage rate fees through the Fleet Services Department to cover maintenance, overhead, and accident funds per Fleet policy. These fees are based on the vehicle class rate schedule as applied to Fleet vehicles, except for the rate portion for depreciation/replacement. The current rate for all fleet vehicles regardless of type is \$0.21/mile for Maintenance and Overhead, which includes accident damages. Using the county standard of 6000 miles per year as an example, maintenance costs would be approximately \$1,260 annually, but would depend on actual miles driven. These maintenance fees will also be paid with available State and Federal Funds. These available funds are the result of budgeted lab fees that have since been absorbed by State DCSS under a new statewide contract.

### **ALTERNATIVES**

Should the Board choose not to approve this request, the Department will continue with "business as usual" conducting limited outreach in the areas that are in close proximity and easily accessible.

**PRIOR BOARD ACTION**

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Contracts & Procurements, Chief Administrative Office, DOT Fleet and State Department of Child Support Services have all agreed with this request.

**CAO RECOMMENDATION / COMMENTS**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT**

There would be no impact to the County General Fund. All money to purchase the vehicles would be provided by the State Department of Child Support Services in the form of reallocation funds.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

This action would contribute greatly to the Customer Service component of the county strategic plan by responding to the needs of members of our community.

**CONTACT**

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Department of Child Support Services