



COUNTY OF HUMBOLDT

For the meeting of: 6/6/2023

File #: 23-727

To: Board of Supervisors
From: Child Support Services
Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Annual renewal of Plan of Cooperation between Humboldt County Information Technology Division and the North Coast Regional Department of Child Support Services (NCR DCSS) for Fiscal Year 2023-24

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the County Administrative Officer and Child Support Director to enter into the annual renewal of the Plan of Cooperation between Humboldt County Information Technology Division and NCR DCSS.

SOURCE OF FUNDING:

Child Support (1380206-3125)

DISCUSSION:

The NCR DCSS has worked with the Humboldt County Information Technology Division for years. A renewal Plan of Cooperation agreement is signed annually to reflect changes in cost and support services required. The estimated charge for support services in fiscal year (FY) 2023-24 is \$100,291. These charges will be for staff time and other overhead costs such as utilities, etc.

FINANCIAL IMPACT:

Expenditures (Fund, Budget Unit)	FY23-24 Projected
Budgeted Expenses	100,291
Total Expenditures	100,291
Funding Sources (Fund, Budget Unit)	FY23-24 Projected*
Child Support Fund 1380-206	100,291
Total Funding Sources	100,291

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

This is an annual budgeted expense for services and support between the Humboldt County Informational Technology Division and NCR DCSS which allows the Child Support program to continue to function at a high level, meeting all state and federal requirements.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

The renewal of this contract has no impact on staffing levels. Without the renewal, the NCR DCSS would not be able to continue to function with the limited number of Information Technology staff supported by the Child Support payroll.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: Enforce laws and regulations to protect residents
New Initiatives: Provide community-appropriate levels of service
Strategic Plan: 4.4 - Attract and retain the best county employees

OTHER AGENCY INVOLVEMENT:

North Coast Regional Department of Child Support Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:

This agreement allows NCR DCSS to continue to function and provide a high level of support and services. The alternative would be to not choose to renew the contract and seek Information Technology support from an alternate source, which would mean outsourcing funds and is not recommended.

ATTACHMENTS:

File Name: POC NCRDCSS-IT_FY2324_2023-2024

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A