



# COUNTY OF HUMBOLDT

For the meeting of: 3/18/2025

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File #: 25-319

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**To:** Board of Supervisors

**From:** Child Support Services

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Memorandum of Understanding Continuing the Shared Service of Child Support Services between Trinity and Humboldt Counties.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to execute the attached Memorandum of Understanding (MOU) between Humboldt and Trinity Counties continuing the regionalization of Child Support Services; and
2. Authorize the Director of NCRDCSS, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding, after review and approval by County Counsel, Risk Management and the County Administrative Office

**STRATEGIC PLAN:**

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

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3003 - Enhance employee recruitment and retention

**DISCUSSION:**

The North Coast Regional Department of Child Support Services (NCRDCSS) was established on December 15, 2015, to administer the local Child Support programs for Humboldt and Trinity County. Regionalization allows for one administrative and managerial level for both counties which has reduced payroll expense and has helped the Department manage resources, avoid layoffs, and deliver child support services at a high quality and in an efficient manner despite state budget cuts to both counties.

On December 21, 2021, the regional agreement was renewed by the county boards of Trinity and Humboldt for a term of 5 years.

In June of 2024, the California State Department of Child Support Services (DCSS) changed the way it calculated funding for Regional LCSA's. NCRDCSS was given the option to stay a regional LCSA and be subject to the new funding methodology or remain funded by two separate budget allocations and no longer be considered a regional department. The new methodology would have resulted in a decrease of funding of \$260,000 for both child support agencies, which would have been in addition to the \$181,756 decrease already mandated by the state budget cuts, for a total reduction of \$441,756. To avoid a disruption in county services and potential layoffs, the department chose to receive two separate allocations and avoid the reduction in funding of \$260,000.

The California DCSS determined that the current regional agreement governing the Humboldt and Trinity child support agencies was

no longer valid due to the decision to receive separate allocations. California DCSS indicated continued funding was at risk if the agreement was not modified. After months of negotiation, California DCSS and NCRDCSS have agreed to the proposed MOU. This modified MOU keeps intact the main tenants of the previous agreement, allowing Humboldt and Trinity counties the ability to continue to share services and operate as one department with Humboldt County employees. Some of the fiscal reporting requirements have changed and the department is now required to conduct time studies to document time spent on Trinity County case management.

**SOURCE OF FUNDING:**

Child Support Services (1380)

**FINANCIAL IMPACT:**

<i>Expenditures (Fund, Budget Unit)</i>	<b>FY24-25</b>	<b>FY25-26 Projected*</b>	<b>FY26-27 Projected*</b>
<i>Budgeted Expenses</i>	<u>4,905,726</u>	<u>4,905,726</u>	<u>4,905,726</u>
<i>Additional Appropriation Requested</i>	0		
<i>Total Expenditures</i>	<u>4,905,726</u>	<u>4,905,726</u>	<u>4,905,726</u>

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

<i>Funding Sources (Fund, Budget Unit)</i>	<b>FY24-25</b>	<b>FY25-26 Projected*</b>	<b>FY26-27 Projected*</b>
<i>General Fund</i>	0		
<i>State/Federal Funds</i>	<u>4,905,726</u>	<u>4,905,726</u>	<u>4,905,726</u>
<i>Fees/Other</i>			
<i>Use of Fund Balance</i>			
<i>Contingencies</i>			
<i>Total Funding Sources</i>	<u>4,905,726</u>	<u>4,905,726</u>	<u>4,905,726</u>

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

**Narrative Explanation of Financial Impact:**

Child Support is funded with State and Federal funds, as a result, this request will not impact the Humboldt County General Fund.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

This request will not change the current staffing of the combined Humboldt and Trinity County offices.

**OTHER AGENCY INVOLVEMENT:**

Trinity County

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose not to approve the requested approval of the attached MOU. However, this is not recommended as NCRDCSS would need to separate the two Child Support Offices, hire a director, an attorney and staff for the Trinity County office, as well as restructure the caseload.

**ATTACHMENTS:**

- 1. Shared Services Agreement MOU

**PREVIOUS ACTION/REFERRAL:**

Meeting of: N/A

File No.: N/A