

DEPARTMENT: District Attorney/
Family Support BY: Christine Johnson PHONE: 966-3626

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No ___)

The Mariposa County Sheriff's Department has expressed an interest in providing Deputies to conduct investigative work for the Family Support Division of the District Attorney's Office. The Deputies would provide this service on an over-time basis. There exists a need for this service due to the fact that there are numerous non-custodial parents who work but get "paid under the table" in Mariposa County and surrounding areas. An investigator is also necessary to gather information for successful prosecution of enforcement cases. A copy of the Intra-County Plan of Cooperation is attached.

The anticipated costs are \$20,000.00 which will be funded by the 66% Federal Funding, with the remaining 34% paid by incentives which are based on collections. It is requested that a resolution be passed approving the increase in estimated revenue and appropriations to reflect the costs of utilizing Deputies to perform investigative work for the Family Support Division.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The Family Support Division would be unable to utilize the investigative services of the Sheriff's Department which would impact the efforts to increase collection of child support.

COSTS: () Not Applicable

A. Budgeted current FY \$ _____

B. Total anticipated costs \$ 20,000

C. Required additional funding \$ _____

D. Internal transfers \$ _____

SOURCE: (x) 4/5ths Vote Required

A. Unanticipated revenues \$ 20,000

B. Reserve for contingencies \$ _____

C. Source description: _____

Balance in Reserve for Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 97-449 Ord. No. _____

Vote - Ayes: 5 Noes: _____

Absent: _____ Abstained: _____

() Approved () Denied

() Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Submitted with Comment


Returned for Further Action

Comment: _____

A.O. Initials: *[Signature]*

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: CHRISTINE JOHNSON; District Attorney/Family Support
FROM: MARGIE WILLIAMS, CLERK OF THE BOARD 
SUBJECT: Increase in Estimated Revenue and Appropriations to Reflect Costs of Utilizing Deputy Sheriff's to Perform Investigative Work for the Family Support Division; Res. 97-449

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on November 25, 1997

ACTION AND VOTE:

Christine Johnson, District Attorney/Family Support;
Resolution Approving Increase in Estimated Revenue and Appropriations to Reflect Costs of Utilizing Deputy Sheriff's to Perform Investigative Work for the Family Support Division (\$20,000) (4/5ths Vote Required)

BOARD ACTION: Discussion was held with Marita Green, District Attorney/Family Support Division Manager. (M)Pickard, (S)Parker, Res. 97-449 adopted. Supervisor Reilly requested that results of the program be brought back to the Board at the end of the contract period for this pilot project. Ayes: Unanimous.

cc: Roger Matlock, Sheriff
Ken Hawkins, Auditor
Nancy Kyle, Personnel
Agreement File

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	INCREASE	DECREASE
001	0207	306.72-09	CHILD SUPPORT ADMINISTRATION	(13200)	
001	0207	309.16-00	TRANSFERS IN	(6800)	
001	0207	515.04-18	PROFESSIONAL SERVICES	16144	
001	0207	515.04-49	TRAINING & SEMINARS	1000	
001	0207	515.04-50	COUNTY VEHICLES EXPENSE	2856	
001	0216	308-1100	Sheriff Misc. Revenue	(20,000)	
001	0216	521-0230	Sheriff Overtime	15,000	
001	0216	521-0450	Sheriff County Vehicle Expense	5,000	
001	0104	414-1090	GENERAL CONTINGENCY		
TRANSFER BETWEEN FUNDS					
TOTALS				-0-	

ACTION REQUESTED: (Check all that apply)

Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget , or appropriating Reserve for Contingencies;

Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget another, or between categories within a budget unit;

JUSTIFICATION Increase revenues and appropriations to reflect cost of utilizing Deputies of the Sheriff's Department for Investigative work.

DEPT HEAD SIGNATURE *Christine D. Johnson*

DATE

APPROVED BY RES NO. 97-449

CLERK *mw*

DATE 11-25-97

AUDITOR'S USE ONLY
BA #

INTRA-COUNTY PLAN OF COOPERATION

BETWEEN THE MARIPOSA COUNTY DISTRICT ATTORNEY AND THE MARIPOSA COUNTY SHERIFF

I.

PURPOSE

The following Intra-County Plan of Cooperation is entered into between the Mariposa County District Attorney and the Mariposa County Sheriff for the coordination of their respective efforts and delineation of responsibilities relating to the Title IV-D program. The purpose of this Plan is to establish responsibilities and guidelines for an effective program for the securing of financial support of minor children, including, but not limited to, identification and location of absent parents, determination of paternity of children born out of wedlock, determination of the absent parent's ability to support their minor children, establishment of support obligations and enforcement of support obligations.

II.

CONFIDENTIALITY

The use or disclosure of information concerning applicants and recipients will be limited to purposes directly connected with the administration of the State Plan for establishing paternity and establishing, enforcing, and modifying child support obligations pursuant to Federal and State laws and regulations. This includes, but is not necessarily limited to, the release of information obtained in connection with establishing eligibility; determining amounts of assistance; identifying and location putative or deserting parents; establishing paternity; enforcing support obligations; investigating welfare fraud; and any investigation, prosecution or criminal or civil proceeding, conducted in connection with the administration of the State Plan. No information which identifies any applicant or recipient of public assistance by name or address shall be disclosed to any committee or legislative body.

III.

STANDARDS

The parties to this agreement shall maintain an organizational structure and sufficient staff to administer and supervise all of the functions for which they are responsible under the State Plan or this Plan of Cooperation. In addition, the parties must meet the standards for program operation in accordance with 45 Code of Federal Regulations (CFR) 302 and 45 CFR 303.

IV.

RESPONSIBILITIES

The District Attorney may enter into cooperative agreements with other county departments as necessary to carry out the responsibilities imposed by the State Plan. When such a delegation of duties is made, the District Attorney shall be responsible and accountable for the execution of such duties within the county, and shall ensure that all such functions are being carried out properly, efficiently, and effectively.

Both parties to this Plan agree to comply with Title IV-D of the Social Security Act, implementing regulations, and all Federal and State regulations and requirements promulgated thereunder.

The District Attorney shall have the following responsibilities:

- (1) Provide training to assigned Deputies regarding Federal and State laws applicable to carry out their duties;
- (2) Assign cases and direct investigations as required per case;
- (3) Monitor investigations;

The Sheriff shall have the following responsibilities:

- (1) Assign Deputies to conduct investigations for the District Attorney/Family Support Division;
- (2) Meet regularly with the Deputy District Attorney assigned to the Family Support Division to accept assignments;
- (3) Evaluate cases and conduct investigations required including, but not limited to:
 - (a) Locate parties to the action;
 - (b) Investigate a party's ability to earn, assets and reported and unreported earnings;
 - (c) Assist with pre-hearing/trial investigations;
 - (d) Testify at civil and criminal hearings;
 - (e) Interview witnesses;
 - (f) Submit investigation reports;
 - (g) Serve subpoenas, search warrants, writs and other papers;
 - (h) Make arrests.

V.

FINANCIAL PROVISIONS

The District Attorney shall maintain an accounting system and supporting fiscal records adequate to ensure that claims for Federal funds are in accordance with applicable Federal and State requirement. All expenditures, to be eligible for Federal Financial Participation, must be claimed as outlined in 45 CFR Part 74, 45 CFR Part 304, and in the CDSS Manual of Policies and Procedures, Division 25.

The Sheriff shall submit to the District Attorney a claim for salaries at the rate of \$21.57 to \$28.88 per hour and all reimbursable cost associated with the Child Support Program pursuant to this Plan on or before (10) working days from the last day of the calendar quarter. All claims must be supported with fiscal records adequate to insure that claims for reimbursement are according to Federal and State requirements and shall retain such records as required by Federal and State regulations.

VI.

TERM

This Plan shall begin effective November 18, 1997, and end June 30, 1998. It shall be renewed upon the same terms for additional periods of one year contingent upon written agreement of both parties. Amendments may be made at any time including during renewal negotiations.

Should the Sheriff's Department be found deficient in any aspects of performance under this Plan or fail to perform under the agreed standards, the contracting party will have the responsibility of submitting a proposed corrective action plan to the District Attorney. The corrective action plan shall identify specific action to be taken to correct the deficient performance areas and be submitted within 45 days after notification of the deficiencies. Should the deficient party fail to present a corrective action plan as required or take appropriate corrective action, the Plan will automatically terminate.

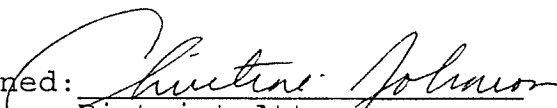
VII.

GENERAL PROVISIONS

All records and documentation shall be maintained in accordance with Federal and State requirements and shall be made available to State and Federal personnel for the purpose of conducting audits of the program. The contracting party is responsible for safeguarding all information in accordance with 45 CFR 303.21, 45 CFR 303.70, and United States Code section 6103(p)(4).

Dated: 11-13-97

Dated: 11-13-97

Signed: 
District Attorney
County of Mariposa

Signed: 
Sheriff
County of Mariposa