

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

July 28, 2020

**FROM**

**MARIE GIRULAT, Director, Department of Child Support Services**

**SUBJECT**

Non-Financial Plan of Cooperation with Sonoma County Department of Child Support Services

**RECOMMENDATION(S)**

Approve non-financial **(County Contract No. 20-609)** Plan of Cooperation with Sonoma County Department of Child Support Services outlining collaboration responsibilities to identify cost saving measures and efficiencies in the delivery of child support services, for the period of October 1, 2020 through June 30, 2021.

(Presenter: Marie Girulat, Director, 478-7471)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

The recommended Plan of Cooperation (POC) is non-financial and as such, does not impact Discretionary General Funding (Net County Cost).

**BACKGROUND INFORMATION**

A POC between the County of San Bernardino, Department of Child Support Services (DCSS) and Sonoma County Department of Child Support Services (Sonoma County) is recommended and provided by the California Department of Child Support Services (State) to promote statewide cost-effectiveness saving measures and efficiencies in child support services. The POC is required by the State in order for Sonoma County to provide services at no cost to DCSS. This collaboration will allow DCSS the necessary time to increase staffing to current state allocation levels, while Sonoma County receives cost effectiveness credit from the State.

This POC enables Sonoma County to update financial records for a limited number of DCSS cases and helps facilitate payments to DCSS cases that were not distributed to the custodial party. Both Sonoma County and DCSS are responsible for safeguarding Personal Identifying Information, in accordance with all applicable federal and state regulations, and will fully comply with all applicable laws.

This POC is a typical example of a shared service agreement, and the specific tasks assigned to Sonoma County involve minimal customer contact. Case management responsibilities will remain with DCSS. This collaboration will ensure efficient and timely payments to maintain effective customer service. Sonoma County initially offered their services to DCSS, beginning in September 2018, to assist in meeting caseload management requirements.

**Non-Financial Plan of Cooperation with Sonoma County Department of  
Child Support Services  
July 28, 2020**

**PROCUREMENT**

Not Applicable.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Jennifer Mulhall-Daudel, Contracts Manager, 388-0241) on July 1, 2020; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on July 8, 2020; Finance (Christopher Lange, Administrative Analyst, 386-8393) on July 10, 2020; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on July 10, 2020.

**Non-Financial Plan of Cooperation with Sonoma County Department of  
Child Support Services  
July 28, 2020**

Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales Seconded: Robert A. Lovingood

Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: July 28, 2020



cc: DCSS- Hamman w/agree for sign  
Contractor- C/O DCSS w/agree  
File- w/agree

la 07/30/2020