

DFA - CHILD SUPPORT ENFORCEMENT

Enabling Laws

Act 1607 of 2003

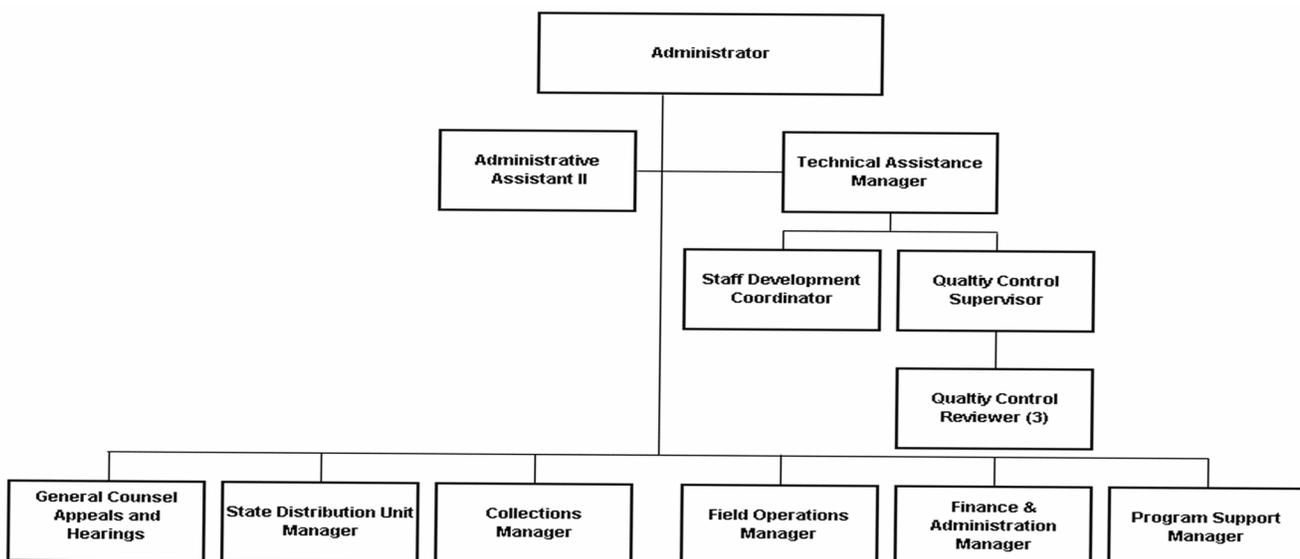
AR Code §25-8-107; §9-14-206 - 210

History and Organization

In 1975 the Social Security Act was amended by Congress to add part IV-D that established the Child Support Program. In order to receive federal funds for the Aid to Families with Dependent Children (AFDC) Program, each state had to establish and operate a child support program. The Arkansas program began in 1977. The mission of the program is to provide assistance to children and families in obtaining financial and medical support due them by requiring parents absent from the home to assume responsibility for the social and economic well-being of their children.

The program is responsible for locating parents, establishing paternity and orders for child and medical support, collecting and disbursing the support owed and bringing enforcement action when payments are not made. Workers assigned to the agency provide investigative and legal services on cases assigned to the agency, and provide the administrative and managerial support necessary for the organization to properly function. There are approximately 125,000 cases assigned. The cases originate in part from Transitional Employment Assistance (TEA), Medicaid and Foster Care cases referred by the Department of Human Services. Other cases are established as a result of citizens applying for service. The eligibility criteria for these cases require the custodian to have a minor child in his or her care. Approximately 55,000 additional cases are monitored for payment and disbursement services. The program is authorized for 887 positions.

The Office of Child Support Enforcement (OCSE) is located within the Division of Revenue of the Department of Finance and Administration.



Agency Commentary

The Arkansas Office of Child Support Enforcement is responsible for locating absent parents, establishing paternity and orders for child support, collecting and distributing the funds to the appropriate case, disbursing the child support funds, and enforcing payment of support orders. Funding for this appropriation consists of a combination of Federal reimbursement, fees for collection services, and General Revenue. Total Base Level for the agency is \$57,353,861 in FY06 and \$58,164,071 in FY07. Base Level includes a graduated salary increase of 3% to 1.5% each year over FY05 salaries with related personal services matching increases. This includes a \$600 minimum increase for employees earning \$20,000 or below. Child Support Enforcement currently has 887 positions authorized for each year of the biennium.

The agency seeks to restore 38 positions under Change Level 01; 7 in the Administration and Support Services Program and 31 in the Child Support Enforcement Services Program. These positions are currently authorized but not budgeted in FY05 due to Personnel Cap Level restrictions, and are needed to maintain normal operations of both Programs. Severe shortages of positions throughout Child Support and hiring delays due to normal employee turnover would be the repercussions if positions were not restored. Current funding levels will sufficiently cover the restored appropriation of the 38 positions.

In Change Level 06, the Agency seeks continuation of six MFG positions (1 Sr. Systems Programmer, 3 Systems Programmers, 2 Jr. Systems Programmers) and one DFA Pool Position (Agency Controller) approved in FY05 for the Administration and Support Services Program. The MFG positions were acquired to replace six contract positions that supported the Child Support Local Area Network (LAN). Replacing these six contractor positions with State positions substantially reduces the cost of support for the LAN. Projected annual savings resulting from this transaction will be just over \$1,000,000. The Grade 25 Agency Controller position was requested due to changes in the following: 1) Governmental Auditing Standards (Amendment III) 2) Reporting requirements dictated by pronouncements from the Financial Accounting Standards Board, (FASB), Governmental Accounting Standards Board (GASB), General Accounting Office (GAO), Securities and Exchange Commission (SEC) and the Government Finance Officer Association (GFOA) 3). The current auditors for the State of Arkansas are requiring that the financial statements be presented in a format consistent with most governmental entities. The increased workload and complexities of producing the comprehensive annual financial report (CAFR) necessitated hiring an additional qualified person who has financial statement preparation skills, audit experience, or full general ledger accounting experience.

In Change Level 09, the Agency requests a Clip Reclassification of 24 Attorneys (Grade 24) to Attorney Specialist (Grade 25). 2 of these positions are under the Administration and Support Services Program and 22 in the Child Support Enforcement Services Program. These were positions that were not Clip Reclassified in the 2003-2005 Biennium and will offer the entire Attorney staff at Child Support Enforcement the same career path. Also requested is a Clip Reclassification of one Accountant to an Accountant II in the Administration and Support Services Program. This request will provide incentive and promotional reward to experienced employees to meet additional requirements and for retaining trained and experienced employees.

Under the Child Support Enforcement Program, in Change Level 10, the Agency requests a regular reclassification of 3 Attorney Specialists (Grade 25), to Attorney Supervisor (Grade 26) and 1 Child Support Technician (Grade 14) to OCSE Field Operations Manager (Grade 26). This will provide the appropriate classification for these positions. The Attorney Specialists currently provide direct supervision to the Attorney Staff statewide in their legal duties. The OCSE Field Operations Manager directs the activities of the statewide field operations program of establishment and enforcement activities for child support through Attorney Specialists, OCSE Field Managers, a Training Supervisor, and a Customer Service Manager by identifying program needs and modifications, monitoring and evaluating program and service delivery, and resolving program, staffing, and local facility problems. Under the Administrative and Support Services Program, in Change Level 10, the Agency requests a regular reclassification of 1 Attorney Specialists (Grade 25), to Attorney Supervisor (Grade 26) and 1 Payroll Officer (Grade 15) to Personnel Officer II (Grade 17). The Attorney Specialist currently provides direct supervision to the Attorney Staff statewide in their legal duties. The Payroll and Personnel Officer duties have merged under the Human Resources umbrella and the movement from the Payroll Officer to the Personnel Officer II offers a logical career path when the position use and duties are considered.

Lastly, the agency also requests to restore \$100,000 of appropriation each year in Capital Outlay under the Administration and Support Services Program (Change Level 02). This amount is authorized in the current Biennium and is needed in each year of the upcoming Biennium to replace equipment that is beyond repair, becomes obsolete or is too expensive to maintain. Current funding levels will sufficiently cover the restored appropriation.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 DEPARTMENT OF FINANCE AND ADMINISTRATION – REVENUE DIVISION
 FOR THE YEAR ENDED JUNE 30, 2003

<u>Findings</u>	<u>Recommendations</u>
<p>The Agency again did not maintain a general ledger sufficient to provide accurate financial information of cash fund activity. In addition, the general ledger was allowed to remain open for all months included in the fiscal year ended June 30, 2003. As a result, the following deficiencies were noted:</p> <ul style="list-style-type: none"> • Bank reconciliations were not performed in a timely manner; • Entries were posted to previous months general ledgers, making formerly completed bank reconciliations invalid; • Receipts totaling \$83,486 could not be readily classified; and • Disbursements totaling \$71,438 could not be readily classified. <p>As a result of bank reconciliations not being performed in a timely manner, a total of \$16,859 was stolen from the Agency's bank accounts between June 1999 and April 2003. Electronic fund transfer payments were made from the Agency's accounts to various vendors without the Agency's knowledge or approval. The Agency discovered this fraudulent activity in March 2003. As of June 30, 2003, \$5,093 had been redeposited into the</p>	<p>Properly perform bank reconciliations in a timely manner and maintain accurate records of accounting activity.</p>

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 DEPARTMENT OF FINANCE AND ADMINISTRATION – REVENUE DIVISION
 FOR THE YEAR ENDED JUNE 30, 2003

Findings

appropriate account by the bank. The remaining \$11,766 was redeposited subsequent to June 30, 2003.

Failure to maintain proper accountability and follow sound business practices could lead to misappropriation of funds.

Recommendations

Employment Summary

	Male	Female	Total	%
White Employees	82	445	527	66 %
Black Employees	26	237	263	34 %
Other Racial Minorities	1	2	3	0 %
Total Minorities			266	34 %
Total Employees			793	100 %

Publications

A.C.A 25-1-204

Name	Statutory Authorization	Required for		# Of Copies	Reason (s) for Continued Publication and Distribution
		Governor	General Assembly		
Direct Deposit Form and Instructions	N/A	N	N	5,000	Public information and convenience
Employers Guide to Child Support Laws	N/A	N	N	60,000	Keep employers informed as to state law requirements
Financial Institution Data Match Notebook	N/A	N	N	800	Keep financial institutions informed as to law, policy and procedures on liens
Give Your Child a Gift that Lasts a Lifetime	20-18-408 (2) (3)	N	N	8,000	Federal and State law require Hospital based Paternity Acknowledgement Program and issuance of a form and information
Non-TEA Application Packet	N/A	N	N	15,000	Public information and convenience
OCSE Information Guide	N/A	N	N	5,000	Public information and convenience
OCSE Policy Manual	25-15-203	N	N	100	Staff training and public information
Paternity Acknowledgement Brochure	20-18-408(2)	N	N	20,000	Public information and convenience

Paternity Acknowledgement Form	20-18-408 (2) (3)	N	N	15,000	Federal and State law require Hospital based Paternity Acknowledgement Program and issuance of a form and information
Voluntary Paternity Acknowledgement Program of AR	20-18-408 (2) (3)	N	N	15,000	Federal and State law require Hospital based Paternity Acknowledgement Program and issuance of a form and information

Department Appropriation / Program Summary

Appropriation / Program	Historical Data						Agency Request and Executive Recommendation							
	2003-2004		2004-2005		2004-2005		2005-2006				2006-2007			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
0634P01 Administrative & Support Svcs	19,955,263	128	27,569,765	125	28,310,637	133	28,282,041	139	28,230,230	139	28,433,412	139	28,381,548	139
0634P02 Child Support Enforcement Svcs	28,274,375	755	28,285,481	723	29,107,097	754	30,562,996	754	30,562,996	754	31,260,730	754	31,260,730	754
Total	48,229,638	883	55,855,246	848	57,417,734	887	58,845,037	893	58,793,226	893	59,694,142	893	59,642,278	893

Funding Sources			%		%		%		%		%		%		
Fund Balance	4000005	987,725	1.9	2,647,619	4.4			3,957,306	6.3	3,957,306	6.3	3,877,202	6.1	3,877,202	6.1
General Revenue	4000010	13,014,933	25.6	13,014,933	21.8			13,014,933	20.8	13,014,933	20.8	13,014,933	20.6	13,014,933	20.6
Federal Revenue	4000020	26,518,569	52.1	33,400,000	55.8			35,000,000	55.8	35,000,000	55.8	35,500,000	56.2	35,500,000	56.3
Non-Revenue Receipts	4000040	10,356,030	20.4	10,750,000	18.0			10,750,000	17.1	10,698,189	17.1	10,750,000	17.1	10,698,136	17.0
Total Funds		50,877,257	100.0	59,812,552	100.0			62,722,239	100.0	62,670,428	100.0	63,142,135	100.0	63,090,271	100.0
Excess Appropriation/(Funding)		(2,647,619)		(3,957,306)				(3,877,202)		(3,877,202)		(3,447,993)		(3,447,993)	
Grand Total		48,229,638		55,855,246				58,845,037		58,793,226		59,694,142		59,642,278	

Analysis of Budget Request

Appropriation / Program: 0634P01 - Administrative & Support Svcs

Funding Sources: MCE - Child Support Enforcement Fund

The Arkansas Office Child Support Enforcement - Administration and Support Services Program is a federal/state effort responsible for administering the State Plan for the support and delivery of child support services. Administrative and support services provided include issuance of program policy, quality review of program offices, accounting functions, staff development and training, customer service, budget preparation, federal reporting, purchasing, mailing, information systems development and processing functions, legal counsel, hearings and appeals, state and federal tax intercept functions, license suspension, financial institution data match and paternity acknowledgement. Funding for this Program consists of a combination of Federal Funds (66%), General Revenue, Fees, Federal Incentive Payments and State Share of TANF Collections (34%).

The Administrative and Support Services Program has two objectives:

- 1) Provide sufficient and effective administrative and centralized program support services to staff engaged in the delivery of child support services
- 2) Maintain, and modify as necessary, the Arkansas Child Support Tracking System to effectively manage the child support caseload and pursuing information.

The Agency obtained 100% of overall program objectives on their Year-End Progress Report for FY04. Out of five measures for this Program, the Agency met or exceeded all targets. The following are two significant targets exceeded:

- 1) Obtained 23% of agency staff and budget in the Administration Program compared to total staff and budget, exceeding the target of 25%.
- 2) Obtained 19% information technology budget as a percent of total agency budget, exceeding the target of 25%

Base Level request of \$27,683,002 for FY06 and \$27,820,853 for FY07 includes graduated salary increases of 3% to 1.5% each year over FY05 salary levels, along with related Personal Services Matching costs for 125 Base Level positions. This includes a \$600 minimum increase for employees earning \$20,000 or below. Included in Personal Services Matching is a \$40 increase in the monthly contribution for State employee's health insurance for a total State match of \$320 per month.

Change levels totaling \$599,039 for FY06 and \$612,559 for FY07 are requested. Current funding levels will sufficiently cover the following change level requests for this Program:

- Restoration of 7 currently authorized positions (6 Child Support Technicians - grade 14; 1 Document Examiner II - grade 12). Positions were not budgeted in FY05 due to Personnel Cap Level restrictions, and are needed to maintain normal operations of the Administrative and

Support Services Program; \$188,504 FY06 and \$193,540 FY07.

- Continuation of 6 Miscellaneous Federal Grant positions (1 Sr. Systems Programmer - grade 24, 3 Systems Programmers - grade 22, 2 Jr. Systems Programmers - grade 18) acquired to replace six contract positions that supported the Child Support Local Area Network (LAN). Replacing these six contractor positions with State positions substantially reduces the cost of support for the LAN; \$243,829 FY06 and \$250,441 FY07.
- One DFA Pool Position (Agency Controller - grade 25) approved in FY05 for the Administration and Support Services Program; \$50,717 FY06 and \$52,124 FY07.
- Clip Reclassification of 2 Attorneys - grade 24 to Attorney Specialist - grade 25 and 1 Accountant - grade 18 to Accountant II - grade 19. Attorney positions are part of group of positions that were not Clip Reclassified in the 2003-2005 Biennium and will offer the entire Attorney staff at Child Support Enforcement the same career path. The request for Accountant position will provide incentive and promotional reward to experienced employees to meet additional requirements and for retaining trained and experienced employees; \$9,169 FY06 and \$9,437 FY07.
- Regular reclassification of 1 Attorney Specialists - grade 25 to Attorney Supervisor - grade 26 and 1 Payroll Officer - grade 15 to Personnel Officer II - grade 17. The Attorney Specialist currently provides direct supervision to the Attorney Staff statewide in their legal duties. The Payroll and Personnel Officer duties have merged under the Human Resources umbrella and the movement from the Payroll Officer to the Personnel Officer II offers a logical career path when the position use and duties are considered; \$6,829 FY06 and \$7,017 FY07.
- Restore currently authorized \$100,000 in Capital Outlay for FY06 and FY07. Appropriation is needed to replace equipment that is beyond repair, becomes obsolete or is too expensive to maintain.

The Executive Recommendation provides for the Agency Request except for the regular reclassification of 1 Payroll Officer - grade 15 to Personnel Officer II - grade 17. The Executive reduces Base Level Travel-Conference Fees by \$50,000 each year of the biennium.

Appropriation / Program Summary

Appropriation / Program: 0634P01 Administration and Support Services

Funding Sources: MCE - Child Support Enforcement Fund

Program Description	Program Goals
The Administration and Support Services Program is a federal/state effort responsible for administering the State Plan for the support and delivery of child support services. Administrative and support services provided include issuance of program policy, quality review of program offices, accounting functions, staff development and training, customer service, budget preparation, federal reporting, purchasing, mailing, information systems development and processing functions, legal counsel, hearings and appeals, state and federal tax intercept functions, license suspension, financial institution data match and paternity acknowledgement.	1 To ensure administrative and support services are operated in an efficient and responsive manner.

Objective Code	Name	Description
00JL	Objective 1	Provide sufficient and effective administrative and centralized program support services to staff engaged in the delivery of child support services.
01JL	Objective 2	Maintain, and modify as necessary, the Arkansas Child Support Tracking System to effectively manage the child support caseload and pursuing information.

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
1	X	X	Outcome	Percentage of key performance measures of all agency programs for which targeted levels of performance were met or exceeded	100%/100%	100%	100%
1	X	X	Efficiency	Percentage of Administration Program budget compared to total agency budget.	25%/23%	25%	25%
1	X	X	Outcome	Number of current year audit findings issued that were repeated from prior audit	None/1	None	None
1			Outcome	Number of days to enter all year-end closing entries into AASIS required for CAFR Report.		63 days	63 days
1			Outcome	Number of security and privacy policies promulgated by the State Executive Chief Information Officer implemented in required timeframe.		4	4
2			Efficiency	Agency information technology budget as a percent of total agency budget	25%/19%	20%	20%

Appropriation / Program Summary

Appropriation / Program: 0634P01 Administration and Support Services

Funding Sources: MCE - Child Support Enforcement Fund

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
2			Effort	Number of proprietary information systems maintained by agency staff or through contractual services	1/1	1	1

Appropriation / Program Summary

Appropriation / Program: 0634P01 Administrative & Support Svcs

Authorized Program Amount **28,310,637**

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2003-2004	2004-2005	2005-2006			2006-2007		
		Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	3,328,607	3,743,274	3,872,890	4,244,327	4,242,817	3,987,882	4,370,597	4,369,042
#Positions		128	125	125	139	139	125	139	139
Extra Help	5010001	40,159	100,000	100,000	100,000	100,000	100,000	100,000	100,000
#Extra Help		7	15						
Personal Services Matching	5010003	919,639	1,175,099	1,258,720	1,386,322	1,386,021	1,281,579	1,411,423	1,411,114
Operating Expenses	5020002	3,957,381	7,135,121	10,135,121	10,135,121	10,135,121	10,135,121	10,135,121	10,135,121
Travel-Conference Fees	5050009	6,648	88,650	88,650	88,650	38,650	88,650	88,650	38,650
Professional Fees and Services	5060010	680,465	1,195,138	195,138	195,138	195,138	195,138	195,138	195,138
Data Processing	5090012	11,014,913	14,032,483	12,032,483	12,032,483	12,032,483	12,032,483	12,032,483	12,032,483
Capital Outlay	5120011	7,451	100,000	0	100,000	100,000	0	100,000	100,000
Total		19,955,263	27,569,765	27,683,002	28,282,041	28,230,230	27,820,853	28,433,412	28,381,548

Funding Sources									
Fund Balance	4000005	408,676	1,297,333	1,738,385	1,738,385	1,738,385	2,251,161	2,251,161	2,251,161
General Revenue	4000010	5,384,996	6,377,317	6,377,317	6,377,317	6,377,317	6,377,317	6,377,317	6,377,317
Federal Revenue	4000020	10,972,196	16,366,000	17,150,000	17,150,000	17,150,000	17,395,000	17,395,000	17,395,000
Non-Revenue Receipts	4000040	4,486,728	5,267,500	4,668,461	5,267,500	5,215,689	4,654,941	5,267,500	5,215,636
Total Funding		21,252,596	29,308,150	29,934,163	30,533,202	30,481,391	30,678,419	31,290,978	31,239,114
Excess Appro/(Funding)		(1,297,333)	(1,738,385)	(2,251,161)	(2,251,161)	(2,251,161)	(2,857,566)	(2,857,566)	(2,857,566)
Grand Total		19,955,263	27,569,765	27,683,002	28,282,041	28,230,230	27,820,853	28,433,412	28,381,548

Objective Summary

Objective: 00JL Administrative & Support Services Program - Objective 1

Description: Provide sufficient and effective administrative and centralized program support services to staff engaged in the delivery of child support services.

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007			
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive	
Regular Salaries 5010000	2,807,192	3,153,886	3,264,301	3,448,264	3,446,754	3,361,232	3,550,855	3,549,300	
#Positions	109	106	106	114	114	106	114	114	
Extra Help 5010001	40,159	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
#Extra Help	7	15	15	15	15	15	15	15	
Personal Services Matching 5010003	763,893	993,719	1,064,772	1,132,065	1,131,764	1,084,042	1,152,461	1,152,152	
Operating Expenses 5020002	3,673,925	6,927,378	9,927,378	9,927,378	9,927,378	9,927,378	9,927,378	9,927,378	
Travel-Conference Fees 5050009	6,648	85,983	85,983	85,983	35,983	85,983	85,983	35,983	
Professional Fees and Services 5060010	679,914	1,000,000	0	0	0	0	0	0	
Capital Outlay 5120011	543	100,000	0	100,000	100,000	0	100,000	100,000	
Objective Total	7,972,274	12,360,966	14,442,434	14,793,690	14,741,879	14,558,635	14,916,677	14,864,813	

Objective Summary

Objective: 01JL Administrative & Support Services Program - Objective 2

Description: Maintain, and modify as necessary, the Arkansas Child Support Tracking System to effectively manage the child support caseload and pursuing information.

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	521,415	589,388	608,589	796,063	796,063	626,650	819,742	819,742
#Positions	19	19	19	25	25	19	25	25
Personal Services Matching 5010003	155,746	181,380	193,948	254,257	254,257	197,537	258,962	258,962
Operating Expenses 5020002	283,456	207,743	207,743	207,743	207,743	207,743	207,743	207,743
Travel-Conference Fees 5050009	0	2,667	2,667	2,667	2,667	2,667	2,667	2,667
Professional Fees and Services 5060010	551	195,138	195,138	195,138	195,138	195,138	195,138	195,138
Data Processing 5090012	11,014,913	14,032,483	12,032,483	12,032,483	12,032,483	12,032,483	12,032,483	12,032,483
Capital Outlay 5120011	6,908	0	0	0	0	0	0	0
Objective Total	11,982,989	15,208,799	13,240,568	13,488,351	13,488,351	13,262,218	13,516,735	13,516,735

Analysis of Budget Request

Appropriation / Program: 0634P02 - Child Support Enforcement Srvcs

Funding Sources: MCE - Child Support Enforcement Fund

The Arkansas Office of Child Support Enforcement - Child Support Enforcement Services Program is a federal/state effort to collect child support from non-custodial parents. OCSE establishes and enforces orders to collect child support. The agency determines on a case-by-case basis which of the following services will be utilized:

- Locating the Non-custodial Parent
- Establishing Paternity
- Establishing, Modifying and Terminating Support/Medical Obligations
- Collecting and Disbursing Support Obligations
- Enforcing Delinquent Child Support Obligations

Funding for this Program consists of a combination of Federal Funds (66%), General Revenue, Fees, Federal Incentive Payments and State Share of TANF Collections (34%).

The Child Support Enforcement Services Program has two objectives:

- 1) Ensure that children in Title IV-D cases receive financial and medical support from parents as ordered.
- 2) Ensure that collections received and disbursed by the State Disbursement Unit for both Title IV-D and non-Title IV-D wage assigned cases are processed efficiently and effectively.

The Agency obtained 100% of overall program objectives on their Year-End Progress Report for FY04. Out of eight measures for this Program, the Agency met or exceeded all targets. The following are four significant targets exceeded:

- 1) Obtained 86% statewide paternity establishment percentage for IV-D cases in which children were born out of wedlock, exceeding the target of 67%.
- 2) Obtained 80% statewide percentage for IV-D cases with support orders established, exceeding the target of 68%.
- 3) Obtained 74% statewide percentage for IV-D cases with medical enforcement as part of order, exceeding the target of 68%.
- 4) Obtained 55% statewide percentage for current support collected on IV-D cases with orders, exceeding the target of 48%.

Base Level request of \$29,670,859 for FY06 and \$30,343,218 for FY07 includes graduated salary increases of 3% to 1.5% each year over FY05 salary levels, along with related Personal Services

Matching costs for 723 Base Level positions. This includes a \$600 minimum increase for employees earning \$20,000 or below. Included in Personal Services Matching is a \$40 increase in the monthly contribution for State employee's health insurance for a total State match of \$320 per month.

Change levels totaling \$892,137 for FY06 and \$917,512 for FY07 are requested. Current funding levels will sufficiently cover the following change level requests for this Program:

- Restoration of 31 currently authorized positions (5 Child Support Technicians - grade 14; 4 Medical or Legal Secretary - grade 14; 1 Secretary II - grade 13; 21 Document Examiner II - grade 12). Positions were not budgeted in FY05 due to Personnel Cap Level restrictions, and are needed to maintain normal operations of the Child Support Services Program; \$788,395 FY06 and \$810,687 FY07.
- Clip Reclassification of 22 Attorneys - grade 24 to Attorney Specialist - grade 25. Attorney positions are part of group of positions that were not Clip Reclassified in the 2003-2005 Biennium and will offer the entire Attorney staff at Child Support Enforcement the same career path; \$65,349 FY06 and \$67,308 FY07.
- Regular reclassification of 3 Attorney Specialists - grade 25 to Attorney Supervisor - grade 26 and 1 Child Support Technician - grade 14 to OCSE Field Operations Manager - grade 26. The Attorney Specialist currently provides direct supervision to the Attorney Staff statewide in their legal duties. The OCSE Field Operations Manager directs the activities of the statewide field operations program of establishment and enforcement activities for child support through Attorney Specialists, Field Managers, a Training Supervisor, and a Customer Service Manager; \$38,393 FY06 and \$39,517 FY07.

The Executive Recommendation provides for the Agency Request.

Appropriation / Program Summary

Appropriation / Program: 0634P02 Child Support Enforcement Services

Funding Sources: MCE - Child Support Enforcement Fund

Program Description	Program Goals
The Child Support Enforcement Program is a federal/state effort to collect child support from non-custodial parents. OCSE establishes and enforces orders to collect child support. The agency determines on a case-by-case basis which of the following services will be utilized: locating the non-custodial parent; establishing paternity; establishing, modifying and terminating support/medical obligations; collecting and disbursing support obligations; enforcing delinquent child support obligations.	1 To ensure children receive the financial and medical support to which they are entitled.

Objective Code	Name	Description
05JL	Objective 1	Ensure that children in Title IV-D cases receive financial and medical support from parents as ordered.
06JL	Objective 2	Ensure that collections received and disbursed by the State Disbursement Unit for both Title IV-D and non-Title I-VD wage assigned cases are processed efficiently and effectively.

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
1	X	X	Outcome	Statewide Paternity Establishment Percentage for IV-D cases in which children were born out of wedlock	67%/86%	86%	87%
1	X	X	Outcome	Statewide percentage for IV-D cases with support orders established	68%/80%	80%	81%
1	X	X	Outcome	Statewide percentage for IV-D cases with medical enforcement as part of order	68%/74%	75%	76%
1	X	X	Outcome	Statewide percentage for current support collected on IV-D cases with orders	48%/55%	55%	56%
1	X	X	Outcome	Statewide percentage for child support arrears collected on IV-D cases with orders	56%/56%	58%	59%
1	X	X	Efficiency	Ratio as to the total amount of child support collected per dollar expended on the program. (Annual percentage growth over previous fiscal year)	3.67 to 1/ 4.38 to 1	3%	3%

Appropriation / Program Summary

Appropriation / Program: 0634P02 Child Support Enforcement Services

Funding Sources: MCE - Child Support Enforcement Fund

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
2	X	X	Outcome	Percentage of payments received and distributed by State Disbursement within two business days after receipt, when sufficient information is received to process the payment	99.50%/99.99%	99.75%	99.8%
2			Efficiency	Percentage of daily receipts posted and distributed in error	0.40%/0.31%	.30%	.29%

Appropriation / Program Summary

Appropriation / Program: 0634P02 Child Support Enforcement Svcs
Authorized Program Amount 29,107,097

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data		Agency Request and Executive Recommendation			2006-2007		
		2003-2004 Actual	2004-2005 Budget	2005-2006 Base Level	2005-2006 Agency	2005-2006 Executive	2006-2007 Base Level	2006-2007 Agency	2006-2007 Executive
Regular Salaries	5010000	15,945,811	17,628,284	18,499,998	19,144,887	19,144,887	19,060,854	19,726,914	19,726,914
#Positions		755	723	723	754	754	723	754	754
Extra Help	5010001	36,720	0	0	0	0	0	0	0
#Extra Help		7	0	0	0	0	0	0	0
Personal Services Matching	5010003	5,378,539	5,940,452	6,454,116	6,701,364	6,701,364	6,565,619	6,817,071	6,817,071
Operating Expenses	5020002	6,716,428	3,900,533	3,900,533	3,900,533	3,900,533	3,900,533	3,900,533	3,900,533
Travel-Conference Fees	5050009	251	11,350	11,350	11,350	11,350	11,350	11,350	11,350
Professional Fees and Services	5060010	169,919	804,862	804,862	804,862	804,862	804,862	804,862	804,862
Capital Outlay	5120011	26,707	0	0	0	0	0	0	0
Total		28,274,375	28,285,481	29,670,859	30,562,996	30,562,996	30,343,218	31,260,730	31,260,730

Funding Sources									
Fund Balance	4000005	579,049	1,350,286	2,218,921	2,218,921	2,218,921	1,626,041	1,626,041	1,626,041
General Revenue	4000010	7,629,937	6,637,616	6,637,616	6,637,616	6,637,616	6,637,616	6,637,616	6,637,616
Federal Revenue	4000020	15,546,373	17,034,000	17,850,000	17,850,000	17,850,000	18,105,000	18,105,000	18,105,000
Non-Revenue Receipts	4000040	5,869,302	5,482,500	4,590,363	5,482,500	5,482,500	4,564,988	5,482,500	5,482,500
Total Funding		29,624,661	30,504,402	31,296,900	32,189,037	32,189,037	30,933,645	31,851,157	31,851,157
Excess Appro/(Funding)		(1,350,286)	(2,218,921)	(1,626,041)	(1,626,041)	(1,626,041)	(590,427)	(590,427)	(590,427)
Grand Total		28,274,375	28,285,481	29,670,859	30,562,996	30,562,996	30,343,218	31,260,730	31,260,730

Objective Summary

Objective: 05JL Child Support Enforcement Service Program - Objective 1

Description: Ensure that children in Title IV-D cases receive financial and medical support from parents as ordered.

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	14,577,034	16,020,497	16,830,623	17,367,072	17,367,072	17,341,296	17,895,316	17,895,316
#Positions	680	650	650	675	675	650	675	675
Extra Help 5010001	33,603	0	0	0	0	0	0	0
#Extra Help	6	0	0	0	0	0	0	0
Personal Services Matching 5010003	4,856,276	5,375,359	5,841,925	6,044,574	6,044,574	5,943,451	6,149,590	6,149,590
Operating Expenses 5020002	5,354,782	3,332,294	3,332,294	3,332,294	3,332,294	3,332,294	3,332,294	3,332,294
Travel-Conference Fees 5050009	251	10,823	10,823	10,823	10,823	10,823	10,823	10,823
Professional Fees and Services 5060010	169,869	689,838	689,838	689,838	689,838	689,838	689,838	689,838
Capital Outlay 5120011	26,707	0	0	0	0	0	0	0
Objective Total	25,018,522	25,428,811	26,705,503	27,444,601	27,444,601	27,317,702	28,077,861	28,077,861

Objective Summary

Objective: 06JL Child Support Enforcement Service Program - Objective 2

Description: Ensure that collections received and disbursed by the State Disbursement Unit for both Title IV-D and non-Title I-VD wage assigned cases are processed efficiently and effectively.

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2005-2006			2006-2007		
			Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	1,368,777	1,607,787	1,669,375	1,777,815	1,777,815	1,719,558	1,831,598	1,831,598
#Positions	75	73	73	79	79	73	79	79
Extra Help 5010001	3,117	0	0	0	0	0	0	0
#Extra Help	1	0	0	0	0	0	0	0
Personal Services Matching 5010003	522,263	565,093	612,191	656,790	656,790	622,168	667,481	667,481
Operating Expenses 5020002	1,361,646	568,239	568,239	568,239	568,239	568,239	568,239	568,239
Travel-Conference Fees 5050009	0	527	527	527	527	527	527	527
Professional Fees and Services 5060010	50	115,024	115,024	115,024	115,024	115,024	115,024	115,024
Objective Total	3,255,853	2,856,670	2,965,356	3,118,395	3,118,395	3,025,516	3,182,869	3,182,869