



Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee

Meeting Minutes

Wednesday, April 6

1:00 PM – 3:00 PM

This meeting occurred via teleconference compliant with the Governor's [Executive Order N-29-20](#) which allows for a deviation of teleconference rules required by the Brown Act. The recording of this meeting can be viewed [here](#).

LAC Members	
Kent Boes	Colusa County Supervisor
Wendy G. Tyler	Colusa County Administrative Officer
Mike Ziegenmeyer	Sutter County Supervisor
Steven M. Smith	Sutter County Administrative Officer
Don Saylor	Yolo County Supervisor
Chad Rinde	Yolo County Interim Administrative Officer

General Agenda

1. Call to Order, Roll Call

Meeting started 1:03pm.

Roll called, LAC members present were:

Colusa County Administrative Officer Wendy Tyler.

Sutter County Supervisor Mat Conant.



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Sutter County Administrative Officer Steve Smith.
Yolo County Interim Administrative Officer Chad Rinde.

Later joined were:

Colusa County Supervisor Kent Boes.
Sutter County Supervisor Mike Ziegenmeyer.

Also present were:

Colusa, Sutter and Yolo Regional Child Support Agency
Director Natalie Dillon.
Assistant Director Amanda Battles.
Assistant Director Colin Anderson.

2. Consider Modification of Agenda

1:05pm, Director Dillon requested motion to modify agenda moving closed portion (Item 12, Public Employment, Employee Evaluation) to the beginning of the meeting. Supervisor Conant motioned to approve, Administrator Tyler seconded motion. Votes approved.

During this closed session, recording was paused. Meeting resumed at 1:14pm.

MOVED BY: Conant / SECONDED BY: Tyler

AYES: Tyler, Conant, Smith, Rinde.

NOES: None.

ABSTAIN: None.

ABSENT: None.

3. Public Comment

1:05, No live public comment via callers / online chat. None received via other correspondence before meeting start.

Approval of Consent Agenda



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1:15pm, Supervisor Conant motioned to approve consent agenda. Supervisor Ziegenmeyer seconded motion. Votes approved.

MOVED BY: Conant / SECONDED BY: Ziegenmeyer.

AYES: Tyler, Ziegenmeyer, Smith, Rinde.

NOES: None.

ABSTAIN: None.

ABSENT: None.

Consent Items

- 4. Resolution to Authorize Remote Meetings by Finding**
- 5. Approve the minutes of the minutes of the December 10, 2021 LAC Meeting**
- 6. General Update**
- 7. Long Range Planning Calendar**

Discussion Items

8. RCSA Financial Update – Amanda Battles

1:16pm, Assistant Director Battles introduced topic and advised it was anticipated all counties for the regional agency end the fiscal year 2021-2022 under budget. Efforts continue to consolidate expenses under lead County of Yolo. Full time equivalent (FTE) employees continue to transition to Yolo County employment. Administrator Tyler reminded committee the need for a separate meeting concerning specific Colusa costs; requested meeting. Battles and Director Dillon acknowledged and advised a separate meeting would be scheduled.

Battles provided known updates to the 2022-2023 budget. Regional allocation was increased by \$215,000 bringing full allocation to approximately \$9,500,000. It is unknown at this time if a separate budget will be required to be prepared for Colusa County specifically. Additionally, Battles advised the regional agency no longer has FTE employed by Colusa County, all have either transitioned to the regional agency or elsewhere.



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Battles explained that in 2021-2022, the regional agency budgeted for 66 FTE employees and is glad to report that despite other rising costs, the RCSA was able to continue to budget 66 FTE employees. The RCSA has 6 employees that remain employed by Sutter County. Interim Administrator Rinde asked if standard Cost of Living Allowances (COLA) were budgeted for all employees and/or would there be any budget impact anticipated by the 6 remaining Sutter employees as they differ from what has been negotiated with Yolo County's union. Battles explained that it may be different, but it is not anticipated to significantly impact the budget as prepared at this time.

Lastly, Battles provided update on Federal Performance Incentive Funds. The child support program is funded by a combination by State and Federal funding; about 33% and 66% respectively. Because of this Federal Financial Participation, the State now has a method with which to rollover unspent incentive funds and reissue to local child support agencies; this amount is 3% of our final allocation, or \$100,000, or whichever amount is larger. This most recent year, we've gained \$82,000 in rollover funds through 2021-2022 we have not yet needed to spend. The County of Yolo also committed \$30,000 to the regional agency for contingency purposes. These funds create a financial buffer for the regional agency as needed.

9. Yuba City Office Move Update – Colin Anderson

1:28pm, Assistant Director Anderson advised that the Yolo County Board of Supervisors signed a 10-year lease for our new space in Yuba City on Live Oak Blvd. Anderson reported the potential previous property at Butte House Rd was untenable due to construction costs. Construction needs at Live Oak Blvd are minimal by comparison. 3 interview booths are being added to the lobby as is glass being installed to separate the reception desk from the lobby. The glass has created a delay, the RCSA continues to work with contractors for temporary solutions as needed until the glass arrives. The RCSA is planning on construction completion May 1st.



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10. Leadership Advisory Committee Comments and Discussion

1:33pm, Director Dillon opened the discussion to all committee members for questions, comments, or input.

Assistant Director Battles advised that the Colusa office was recently refreshed; undergoing a cleaning project, paint, and new furniture is on order. Members invited to see the site when available.

Interim Administrator Rinde asked if future meetings will be virtual. Director Dillon advised at our last meeting it was the committee's preference to remain virtual where possible. After AB361 is retired, the LAC will be able to continue virtually with tweaks to meet Brown Act requirements.

No other questions or comments from the LAC.

11. Adjourn

1:37, Supervisor Conant motioned to adjourn. Supervisor Ziegenmeyer seconded motion. Votes approved.

MOVED BY: Conant / SECONDED BY: Ziegenmeyer.

AYES: Boes, Tyler, Ziegenmeyer, Smith, Rinde.

NOES: None.

ABSTAIN: None.

ABSENT: None.

Meeting adjourned 1:37pm

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