

**BOARD OF DIRECTORS**  
Central Sierra Child Support Agency  
639 New York Ranch Road  
Jackson, CA 95642

**MINUTES**  
**July 27, 2020**  
**1:30 p.m.**

The Board of Directors of the Central Sierra Child Support Agency met via Zoom on the above date pursuant to adjournment, and the following proceedings were had, to wit:

**Directors present: Roll call**

Frank Axe, Vice Chair  
Terry Woodrow  
Jeff Brown  
Merita Callaway  
Ryan Campbell

**Absent:** John Gray and Gary Tofanelli

**Staff present:**

Julie Prado, Executive Director  
Liane Peck, Deputy Director  
Timothy M. Cary, General Counsel  
Leslie Homuth, Staff Services Specialist

**PUBLIC MATTERS NOT ON THE AGENDA:** None

**CONSENT AGENDA:**

**1. Minutes from meeting April 27, 2020 and June 1, 2020**

Review of minutes from April 27, 2020 and from June 1, 2020. Motion by Director Callaway and second by Director Woodrow to approve the minutes as read. Motion carried 5-0-0 with Director Gray and Director Tofanelli absent.

**ADMINISTRATIVE MATTERS:**

**2. Final Budget 2020-2021: Public Hearing:**

Public Hearing opened. Hearing has been properly noticed. Executive Director Prado presented the proposed 2020-2021 Final Budget. Prado provided an overview of changes from the

preliminary budget. Funding level for Central Sierra Child Support Agency has been reduced by \$691,709 from FY 2019-2020. Discussion ensued. Motion by Director Campbell and second by Director Brown to approve the 2020-2021 FY Final Budget. Motion carried 5-0-0 with Director Gray and Director Tofanelli absent.

### **RESOLUTION 20-019**

Resolution approving the 2020-2021 FY Final Budget.

### **3. Executive Director's Report:**

***Budget:*** Executive Director Prado reported that the Agency is at 100% of the year and allocation spent is 94.99% through June 30, 2020. ***Reporting on checks between \$5,000 and \$10,000 other than lease payments:*** A check in the amount of \$5,377.00 was written to Great West for deferred compensation deductions on behalf of Agency participants; a check in the amount of \$5,648.00 was written to CSAC EIA for the annual property insurance; a check in the amount of \$7,262.35 was written to Merzlake Signs for new office signage and installation and a check in the amount of \$9,700.00 was written to Modernize Construction for the installation of the generator at the Jackson office. ***Staff recognition:*** Kudos to **Melissa Broyles** who worked with the Social Security Administration to collect a payment of over \$18,600 which paid off a case. Kudos to **Lauren Slavik** who received a "thank you" from a customer which stated in part, "...your presence makes a difference in the life of this little family." Great work to both Melissa and Lauren. ***Child Support Awareness Month:*** August is Child Support Awareness Month. CSCSA had intended to have a ribbon cutting celebration in each office for our rebranding and remodeling but the current pandemic has caused us to change gears. **Gina Bachtelle** is leading our Community Partnerships initiatives and we are participating in the following opportunities: A radio spot on KVMC 96.5 FM for the entire month of July which airs once daily; A Facebook Live interview on The Home Scene (a forum for Tuolumne County residents) which will air live on August 5, 2020 at 10:00 a.m.; and our first community partnership virtual event, **Partnership Awareness Forum**, on August 26, 2020 from 10:00 a.m. to 11:30 a.m. via Zoom. The goal of this forum is to share information about our program with other program leaders who serve families and children and to learn more about their programs as well. ***Program Report:*** Staffing level is at 31 as of June 30, 2020. This number will reduce with three staff retiring in June. Review of collections and Federal Performance Measures (FPM).

**CLOSED SESSION:** The Board recessed into closed session at 2:05 p.m. and ended closed session at 3:20 p.m.

**4. Public Employee Discipline/Dismissal/Resignation (pursuant to Government Code § 54957, 54954.5.)** *Update given.*

**5. Public Employment Contract (Government Code § 54957).** Title: Executive Director. *Direction given.*


**6. Conference with labor negotiators (Government Code § 54957.6) -- General Unit.**  
Agency representatives: General Counsel Timothy M. Cary, Executive Director Julie Prado.  
Represented Employees: General Unit (SEIU Local 1021 & Operating Engineers Local 3).  
*Update given.*

**7. Conference with labor negotiators (Government Code § 54957.6) -- MCP Unit.**  
Agency representatives: General Counsel Timothy M. Cary, Executive Director Julie Prado.  
Represented Employees: General Unit (SEIU Local 1021 & Operating Engineers Local 3).  
*Update given.*

**8. Public Employment Contract (Government Code Section 54957).** Title: Executive Director.  
Employment contract for Executive Director Julie Prado to be extended to July 2024. There will be a legal review of the contract to be brought back to the Board at the next Board meeting. The salary and evaluation will also be reviewed. Motion by Director Woodrow and second by Director Campbell to extend the Executive Director contract to July 2024. Motion carried 5-0-0 with Director Gray and Director Tofanelli absent.

**NEXT BOARD MEETING:** The next meeting is scheduled for Monday, October 26, 2020 at 1:30 pm, Tuolumne County Board of Supervisors Chambers.

**ADJOURNMENT:** The meeting was adjourned at 3:23 p.m.

  
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Chair, Board of Directors

  
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JULIE R. PRADO  
Executive Director  
By Leslie Homuth, Staff Services Specialist