



**CENTRAL SIERRA CHILD SUPPORT AGENCY
Board of Directors Meeting**

Location:

Monday, January 26, 2026, 2:00 PM
Central Sierra Child Support Agency
639 New York Ranch Rd., Jackson, California

Teleconference:

*Anaiah Kirk – 2 S. Green St, Sonora, CA 95370
Gary Tofanelli – 891 Mountain Ranch Rd, San Andreas, CA 95249*

BOARD OF DIRECTORS

Autumn Andahl	Anaiah Kirk
Jeff Brown, Vice Chair	Gary Tofanelli
Logan Carnell	Terry Woodrow
Steve Grierfer	

PLEASE NOTE

*All proceedings are conducted in English. The Board is committed to making its proceedings accessible to all citizens. Individuals with special needs may call 209-418-6128. All inquiries must be made at least 48 hours prior to the meeting. Public hearing items will commence no sooner than the times listed on the agenda. **NOTE: This meeting will take place at the location listed above AND will be available via teleconference as follows:***

**Join By Phone: (US) +1 669-900-6833, Meeting ID: 819 5290 5579
Passcode: 588223**

REGULAR MEETING AGENDA

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only; no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Central Sierra Child Support Agency Board of Directors; however, any matter that requires action may be referred to staff for a report and recommendation for possible action at a subsequent Board meeting. Please note - there is a three (3) minute limit per topic.

CONSENT AGENDA: Items listed on the consent agenda are considered routine and may be enacted by one (1) motion. Any item(s) may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

- I. Minutes:** Review and approval of the minutes for the October 27, 2025, Board meeting.
- II. Audit for Fiscal Year 2024/2025:** Report on audit of financial statements for the year ended on June 30, 2025, as completed by Bowman & Company, LLP.
 - a. Britt Memorandum re Audit Report

ADMINISTRATIVE MATTERS

III. Annual Business Matters – Board Officers: Discussion and action concerning appointment of Board Officers.

- a. **Chair** – Appointment of Chair for the 2026 calendar year.
- b. **Vice Chair** – Appointment of Vice Chair for the 2026 calendar year.
- c. **Secretary** – Appointment of Secretary for the 2026 calendar year.

IV. Establishment of Meeting Schedule for 2026: Discussion and action to establish the meeting schedule for 2026.

V. Executive Report: Review of budget and statistical report for period ending 12/31/25; program and administrative report.

NEXT REGULARLY SCHEDULED BOARD MEETING: April 27, 2026, at 2:00 pm – CSCSA, 639 New York Ranch Rd., Jackson, CA

ADJOURNMENT

AGENDA ITEM

I

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

MINUTES
October 27, 2025
2:02 p.m.

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

Directors present: Roll call

Autumn Andahl
Jeff Brown
Logan Carnell
Anaiah Kirk (arrived late)
Terry Woodrow

Absent:

Steve Grierfer
Gary Tofanelli

Staff present:

Kim Britt, Executive Director
Daniel Padilla, Deputy Director
Lisa Bispham, Staff Services Specialist
Shannon DeNatale Boyd, General Counsel

PUBLIC MATTERS NOT ON THE AGENDA: *None*

CONSENT AGENDA:

I. Minutes: Review of the minutes of the July 28, 2025, Board meeting.

Motion by Director Woodrow and second by Director Carnell to approve the minutes as presented. Motion carries 5-0-0 with Directors Grierfer and Tofanelli absent for the vote.

ADMINISTRATIVE MATTERS

II. Executive Report: Executive Director Kim Britt reviewed the highlights and opportunities from each of the following divisions to the Board.

Fiscal: The Agency is at 25% of the year and allocation spending was at 30% of our budget through September 30, 2025. Britt stated that our budget is looking good. Even though the Agency appears to be over budget, as the year progresses, the spending will level out and

align with our overall budget projections. Our Fiscal Manager has just completed our annual FTE Survey for DCSS. This Survey is a very detailed process of reporting all of our employee expenses and is time sensitive for inclusion in the Governor's Proposed Budget. She did a wonderful job getting this completed and we will see how it pans out with the Governor's budget. Britt reviewed the fiscal dashboard and stated that under the annual projects the Fiscal Manager is currently working on the FY 24/25 Single Fiscal Audit, which is another big project for her.

Human Resources: Britt was excited to report that we have filled our Child Support Supervisor position that has been vacant for almost 2 years. We were very happy to bring on board Ashley Hullen, who was a Child Support Supervisor with San Joaquin County Department of Child Support Services. She comes to us with a lot of experience in a lot of the areas we desire. In addition, we also welcome Sammantha McArthur, who is our Office Assistant in the Jackson office. We are thrilled to have them join our team and both have been doing very well with their training. We only have one vacancy for a Child Support Specialist and will be keeping that position vacant until we can see our budget status in 2026.

Britt reported that our open enrollment for health benefits closed on October 10, 2025. While there was a general increase in insurance premiums, we are happy to report that, thanks to the Agency's 80/20 contribution based on the highest plan, medical, dental, and vision coverage remains free for almost all employees except for those that enrolled in the highest plan. PERS Platinum, the Agency's highest plan, saw an increase of about \$45 per month.

Technology & Security: Britt reported that we have been able to finalize all of our contracts with the birthing hospitals (we have three) for completion of Voluntary Declaration of Parentage (VDOP), which establishes parentage at the time of birth. The birthing hospitals can submit an invoice for \$10 to us per VDOP they complete. We are happy to be working with them. Britt reported that all of our staff remain in compliance with all of our security training and we make it a point to hold a quarterly refresher about our information security. We have been doing very well with our staff's attentiveness in maintaining information security.

Program Performance: Deputy Director Daniel Padilla reviewed the FFY 2024/2025 Program Dashboard Summary provided in the board packet and went over each of the federal performance measures. Padilla stated that although we didn't meet our stretch goals, we did very well statewide. He shared that the FEM changes taking place on January 1, 2026, will influence these goals and we are preparing for the changes. He also shared that we have launched a new "Quick App" which enables caseworkers to get the necessary documentation and makes the process easier and more streamlined for the customer. Lastly, he highlighted that our Court Team is expanding, and we are actively reviewing our processes and focusing on improving efficiencies and reducing delays in getting cases to court.

Supervisor Carnell asked what happens with the order when the obligor is incarcerated? Padilla stated that legislation says that if the obligor is incarcerated for more than 90 days with no other evidence of income, we would need to modify the order to zero and then 10 months after release the child support obligation would resume. If there is back child support

owed, the interest would still accrue on the arrears. Britt stated that we do have some new programs coming up, like the uncollectible debt program, where we look at reducing the back child support accrued depending if it is owed to the state or owed to the parent.

Marketing & Outreach: Britt reported that we were able to attend a couple events in Tuolumne County; we participated in the ICES 40th Children's Fair and the Roots Community Resource Fair. Unfortunately, there have not been as many event opportunities in Calaveras and Amador, but Britt stated we have a new system in place to help track the various events that are happening in the different communities. She shared that we are looking to participate in a Christmas parade in either Calaveras or Amador. Supervisor Andahl suggested the Calaveras Fair and said she would send Britt information about participating. Britt requested if the board has any recommendations of events that we can participate in to share those with us.

Britt shared that this year we are going to start a new campaign to educate the importance of establishing parentage. There is so much misinformation, and our goal is to better educate the communities, clarify misconceptions and highlight how establishing parentage supports the well-being and rights of all family members. Our goal is to create materials and get them to our target audience in locations we think will benefit from this information.

NEXT BOARD MEETING: The next board meeting is scheduled for January 26, 2026 at 2:00 pm at 639 New York Ranch Rd., Jackson, California.

ADJOURNMENT: The meeting was adjourned at 2:23 p.m.

Chair, Board of Directors

KIMBERLY BRITT

Executive Director

By: Lisa L. Bispham, Staff Services Specialist

AGENDA ITEM

II

MEMORANDUM

DATE: January 20, 2026
TO: Board of Directors
FROM: Kim Britt, Executive Director
SUBJECT: 2024/2025 Annual Audit

(Agenda Item II)

The annual audit of the financial statements of the Agency performed by Bowman & Company, LLC for FY 2024-25 resulted in no irregularities, misstatements, or negative findings.

The Report on the schedule of expenditures of federal awards as required by OMB Circular A-133 disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This Audit Report is being placed on the consent calendar. If the Board wishes to have a presentation of the report, the matter can be placed on the calendar for discussion at a future meeting of the Board.



December 15, 2025

To the Board of Directors

Central Sierra Child Support Agency
639 New York Ranch Rd
Jackson, CA 95642

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Central Sierra Child Support Agency for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 5, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Central Sierra Child Support Agency are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, the Agency adopted Statement of Governmental Accounting Standards (GASB Statement) No. 100, *Accounting Changes and Error Correction*, No. 101, *Compensated Absences*, and No. 102, *Certain Risk Disclosures*, during year ended June 30, 2025. These adoptions changed accounting policies related to accounting changes, error corrections and compensated absences. Accordingly, the effects of the accounting changes are reported in the accompanying financial statements. We noted no transactions entered into by Central Sierra Child Support Agency during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Agency's financial statements was:

Management's estimate of the Compensated Absences in Note 6 to the financial statements is based on Agency's policy and the Defined Benefit Plan in Note 7 to the financial statements is based on actuarial assumptions. We evaluated the methods, assumptions and data used to develop these estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements was:

The disclosure of Right-of-Use Assets in Note 5 and Defined Benefit Plan in Note 7 to the financial statements was sensitive because of the degree of management judgment included and the significance to the financial statement users.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 15, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Central Sierra Child Support Agency's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Central Sierra Child Support Agency's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on supplementary information which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We



compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of Central Sierra Child Support Agency and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Bowman & Company, LLP

BOWMAN & COMPANY, LLP



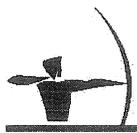
**CENTRAL SIERRA CHILD
SUPPORT AGENCY**

***AUDITED BASIC FINANCIAL
STATEMENTS***

JUNE 30, 2025

CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	1-3
MANAGEMENT'S DISCUSSION AND ANALYSIS	4-8
BASIC FINANCIAL STATEMENTS	
Statement of net position	9
Balance sheet – governmental fund	10
Reconciliation of the balance sheet – governmental funds to the statement of net position	11
Statement of activities	12
Statement of revenues, expenses and changes in fund balances - governmental fund	13
Reconciliation of the statement of revenues, expenditures and changes in fund balances – governmental fund to the statement of activities	14
Notes to financial statements	15-29
 INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	 30-31
 INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE	 32-34
 SUPPLEMENTARY INFORMATION	
Schedule of expenditures of federal awards	35
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS	 36



B O W M A N
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

Board of Directors
Central Sierra Child Support Agency
Jackson, California

Opinions

We have audited the accompanying financial statements of the governmental activities and the general fund for Central Sierra Child Support Agency (the "Agency") as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the Agency as of June 30, 2025, and the respective changes in the financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Central Sierra Child Support Agency, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the Agency implemented Governmental Accounting Standards Board (GASB) Statements No. 100, Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62, No. 101, Compensated Absences, and No. 102, Certain Risk Disclosures, during the year ended June 30, 2025. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Central Sierra Child Support Agency's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Established 1949
www.cpbowman.com

Bowman & Company, LLP
10100 Trinity Parkway, Suite 310
Stockton, CA 95219

Telephone: 209.473.1040
Facsimile: 209.473.9771

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements. In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information on pages 4-8 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the budgetary comparison that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from

and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2025, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control over financial reporting and compliance.

Bowman & Company, LLP

Stockton, California
December 15, 2025

CENTRAL SIERRA CHILD SUPPORT AGENCY

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Central Sierra Child Support Agency ("Agency") annual financial report represents management's discussion and analysis of the Agency's financial performance during the fiscal year that ended on June 30, 2025. Please read it in conjunction with the transmittal letter and the basic financial statements.

Financial Highlights

This annual report consists of three parts – *management's discussion and analysis* (this section), the *basic financial statements*, and *supplementary information* that present *combining statements* for the various funds.

- The basic financial statements are combining statements of all fund types that provide both long-term and short-term information about the Agency's overall financial status. The basic financial statements also include notes that explain some of the information in the financial statements and provide more detailed data for the reader.
- The supplementary statements are combining fund financial statements that focus on individual parts of the Agency, reporting upon the Agency's operations in more detail than the basic statements.

The agency adopted Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments. The GASB requires that the governmental agencies provide two years of financial information so that the reader will be able to draw comparisons on the results of operations and the financial position from year-to-year.

Government-wide Financial Statements

This discussion and analysis is intended to serve as an introduction to the Agency's financial statements. The Agency's annual report includes two government-wide financial statements. These statements are designed by GASB Statement No. 34 to change the way in which government financial statements are presented. It provides readers a concise "entity-wide" Statement of Net Assets and Statement of Activities to provide a broad overview of the Agency's financial position and results of operation in a manner similar to a private-sector business. The Government-wide Financial Statements include two documents as set forth below:

- The Agency Governmental Funds Balance Sheet/Statement of Net Assets, June 30, 2025 – presents information on the Agency's assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. The difference between the assets and liabilities is reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Agency is improving or weakening.
- The Agency Statement of Governmental Fund Revenue, Expenditures, and Changes in Fund Balance/Statement of Activities for the Fiscal Year Ended June 30, 2025 – presents information showing how the Agency's net assets change during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

CENTRAL SIERRA CHILD SUPPORT AGENCY
MANAGEMENT’S DISCUSSION AND ANALYSIS

Government-wide Financial Analysis

The Agency’s liabilities exceeded its assets at the close of the most recent fiscal year. A portion of the assets reflects its investment in capital assets (*e.g.*, building, equipment, furniture, *etc.*). The Agency uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. At the end of the current fiscal year, the Agency is able to report a positive balance in net assets.

Table 1		
Net Assets		
Governmental Activities		
	June 30, 2024	June 30, 2025
Total Current Assets	\$960,126	\$951,636
Total Net Capital Assets	\$33,532	\$30,766
Total Other Assets	\$496,540	\$303,246
Total Deferred Outflows	\$2,341,033	\$1,659,219
Total Current Liabilities	(\$131,265)	(\$121,303)
Total Noncurrent Liabilities	(\$5,943,841)	(\$5,739,360)
Total Deferred Inflows	(\$473,934)	(\$317,836)
Total Fund Balance/Net Assets	\$2,717,809	\$3,233,632

CENTRAL SIERRA CHILD SUPPORT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS

Comparative Statement of Activities

The Governmental Activities of the Central Sierra Child Support Agency include the establishment, enforcement, collection, and distribution of child support and medical support and the establishment of paternity. These functions are funded 67% by Federal funds and 33% by State funds.

Table 2			
Changes in Net Assets			
For the year ended June 30, 2024 and 2025			
Revenues	2024	2025	% Change
State Administered Grant	\$4,019,894	\$3,987,873	-0.80%
Other Revenue, Interest Fund: 100, 105, 110	\$11,113	\$10,845	-2.41%
Total Revenue	\$4,031,007	\$3,998,718	-0.80%
Expenditures	2024	2025	% Change
Personnel Costs	\$3,755,896	\$3,711,457	-1.18%
Building Lease	\$49,596	\$812	-98.36%
Utilities	\$46,064	\$46,066	0.00%
Other Facility Expenses	\$176,515	\$259,700	47.13%
Facility Improvements	\$200	\$200	0.00%
Memberships & Subscriptions	\$9,237	\$9,677	4.76%
POP Program	\$2,340	\$2,780	18.80%
Communications	\$18,148	\$4,363	-75.96%
Postage	\$12,838	\$10,373	-19.20%
Travel & Meetings & Conventions	\$42,986	\$47,973	11.60%
Other Office Expenses & eOscar	\$100,600	\$94,843	-5.72%
Other County Agencies	\$780	\$1,440	84.62%
Legal Services	\$43,980	\$23,977	-45.48%
Training	\$139,287	\$81,739	-41.32%
Service of Process	\$7,295	\$0	-100.00%
Other Consult/Agencies & Other Services & Admin	\$61,904	\$66,404	7.27%
Vehicle Maintenance	\$10,361	\$1,179	-88.62%
Insurance	\$121,942	\$144,807	18.75%
EDP Expenses	\$2,211	\$6,751	205.34%
Total Expenditures	\$4,602,180	\$4,514,541	-1.90%

CENTRAL SIERRA CHILD SUPPORT AGENCY

MANAGEMENT'S DISCUSSION AND ANALYSIS

Budget

Each year the Agency budget is prepared using known costs, historical use, and estimated increases (some known, and some based on anticipated cost-of-living adjustments). These estimated costs are projected for each line item within the budget and are then adjusted because of unexpected costs in some line items that necessitate a reduction in a line item that may not have the anticipated expenditures. The State monitors our budget only in the single amount for administrative funding and a separate amount for EDP (computer-related expenses).

Although well within our total State allocation, there were some line items that were over or under originally anticipated expenditures. Prior to the end of the fiscal year, journal adjustments are made to assure a balanced budget that stays within the guidelines of the State allocation.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. This Agency, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Because of the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for government funds with similar information presented by governmental activities in the government-wide financial statements. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Agency is given an allocation at the beginning of the fiscal year. This allocation is provided to the Agency by a percentage each month. Expenditures are reported to the State on a monthly basis through the Administrative Claim process and on-going monthly allocations are adjusted to stay within the overall allocation. If all of the allocation is not expended by the end of the fourth quarter, the balance remains with the State.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

Other Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplemental information.

Included in the notes to the financial statement is the required supplementary information for the Schedule of Funding Progress on the California Public Employees' Retirement System.

Capital Assets

The Agency's investment in capital assets for its governmental activities, as of June 30, 2025, was \$30,766.

CENTRAL SIERRA CHILD SUPPORT AGENCY MANAGEMENT’S DISCUSSION AND ANALYSIS

Economic Factors and Next Year’s Budget

The following factors will be considered in preparing the Agency budget for the 2025-2026 Fiscal Year:

Revenue will remain the same from 2024-2025 with an allocation of \$4,194,630 and additional available Federal Performance Incentive Funding of \$200,000, if needed, to cover expenditures.

Expenditures for personnel-related matters will be impacted by labor unit bargaining and increased benefit costs. Some expenditures may increase due to increases in costs for office and facility expenses as well as postage costs.

Requests for Information

This financial report is designated to provide a general overview of the Agency’s finances for all those with an interest in the government’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Kim Britt, Executive Director
Central Sierra Child Support Agency
639 New York Ranch Road
Jackson, California 95642

Management Discussion and Analysis prepared by:
Kim Britt, Executive Director

CENTRAL SIERRA CHILD SUPPORT AGENCY

STATEMENT OF NET POSITION

June 30, 2025

ASSETS	<u>Governmental Activities</u>
CURRENT ASSETS	
Cash	\$ 547,830
Restricted cash - compensated balances	193,052
Accounts receivable	210,754
Total current assets	<u>951,636</u>
CAPITAL ASSETS, NET	<u>30,766</u>
OTHER ASSETS	
Right-of-use assets - finance leases, net	<u>303,246</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflow of resources - pension	<u>1,659,219</u>
Total assets	<u><u>\$ 2,944,867</u></u>
 LIABILITIES AND NET POSITION	
CURRENT LIABILITIES	
Accounts payable	\$ 18,610
Accrued liabilities	24,830
Lease liability-finance leases, current portion	77,863
Total current liabilities	<u>121,303</u>
NONCURRENT LIABILITIES	
Compensated balances	374,855
Net pension liability	5,102,000
Lease liability-finance leases, less current portion	262,505
Total noncurrent liabilities	<u>5,739,360</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflow of resources - pension	<u>317,836</u>
Total liabilities	<u>6,178,499</u>
NET POSITION	
Unrestricted net position	<u>(3,233,632)</u>
Total net position	<u>(3,233,632)</u>
Total liabilities and net position	<u><u>\$ 2,944,867</u></u>

CENTRAL SIERRA CHILD SUPPORT AGENCY

BALANCE SHEET - GOVERNMENTAL FUNDS

June 30, 2025

ASSETS	<u>Governmental Funds-Special Revenue</u>
CURRENT ASSETS	
Cash	\$ 547,830
Restricted cash - compensated balances	193,052
Accounts receivable	210,754
Total current assets	<u>951,636</u>
 Total assets	 \$ <u><u>951,636</u></u>
 LIABILITIES AND NET POSITION	
CURRENT LIABILITIES	
Accounts payable	\$ 18,610
Accrued liabilities	24,830
Total liabilities	<u>43,440</u>
 FUND BALANCE	
Unassigned	908,196
Total net position	<u>908,196</u>
 Total liabilities and net position	 \$ <u><u>951,636</u></u>

CENTRAL SIERRA CHILD SUPPORT AGENCY

**RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION**

June 30, 2025

Total fund balances for Governmental Funds at June 30, 2025 \$ 908,196

Amounts reported for governmental activities in the Statement of Net Position are different because:

a.) Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds. In the Statement of Net Position, all assets, including capital and right-to-use leased assets, and accumulated depreciation and amortization are reported.

Capital assets	238,985	
Accumulated depreciation	(208,219)	
Right-to-use leased assets	598,548	
Accumulated amortization	<u>(295,302)</u>	
		334,012

b.) Long-term liabilities are applicable to future periods and, therefore, are not reported in governmental funds. In the Statement of Net Position, all liabilities, including long-term liabilities, are reported. Long-term liabilities relating to governmental activities consist of:

Accrued employee leave	(186,908)	
Tuolumne leave liability	(187,947)	
Lease liability	(340,368)	
Net pension liability	<u>(5,102,000)</u>	
		(5,817,223)

c.) Deferred outflows and inflows of resources relating to pensions and other post-employment benefits are applicable to future periods and, therefore, are not reported in governmental funds. In the Statement of Net Position, deferred outflows and inflows of resources related to pensions and other post-employment benefits are reported. The difference between deferred outflows of resources of \$1,659,219 and deferred inflows of \$317,836 is:

1,341,383

Total Net position of Governmental Activities at June 30, 2025 \$ (3,233,632)

CENTRAL SIERRA CHILD SUPPORT AGENCY

STATEMENT OF ACTIVITIES

Year Ended June 30, 2025

		Governmental Activities
EXPENDITURES		
Personnel costs	\$	3,711,457
Amortization-finance leases		154,653
Insurance		144,807
Office expenses		97,623
Other facility expenses		78,170
Training		81,739
Other agency services		67,844
Travel		47,973
Utilities		46,066
Legal services		23,977
Interest - finance leases		18,495
Postage		10,373
Membership and subscriptions		9,677
Depreciation expense		8,582
EDP expenses		6,751
Communications		4,363
Vehicle maintenance		1,179
Building lease		812
		4,514,541
GENERAL REVENUES		
State administered grant		3,987,873
Interest earnings and other revenue		10,845
Total general revenues		3,998,718
Change in net position		(515,823)
Net position, beginning of year		(2,717,809)
Net position, end of year	\$	(3,233,632)

CENTRAL SIERRA CHILD SUPPORT AGENCY

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES- GOVERNMENTAL FUND**

Year Ended June 30, 2025

		<u>Governmental Funds-Special Revenue</u>
REVENUES		
State administered grant	\$	3,987,873
Interest earnings and other revenue		10,845
		3,998,718
Total revenues		3,998,718
EXPENSES		
Personnel costs		3,189,377
Building lease		176,777
Insurance		144,807
Office expenses		102,357
Other facility expenses		83,986
Training		81,739
Other agency services		67,844
Travel		47,973
Utilities		46,066
Legal services		23,977
Postage		10,373
Membership and subscriptions		9,677
EDP expenses		6,751
Communications		4,363
Vehicle maintenance		1,179
		3,997,246
Total expenses		3,997,246
REVENUES (UNDER) OVER EXPENSES		1,472
FUND BALANCE		
Beginning of year		906,724
End of year	\$	908,196

CENTRAL SIERRA CHILD SUPPORT AGENCY

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

Year Ended June 30, 2025

Net change in fund balances - Governmental funds	\$	1,472
Amounts reported for Governmental Activities in the Statement of Activities is different because:		
a.) Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay	5,816	
Depreciation expense	(8,582)	
Amortization	<u>(154,653)</u>	(157,419)
b.) In governmental funds, compensated absences are measured by the amount of financial resources used (essentially the amount paid). In the Statement of Activities, these items are measured by the amounts earned during the fiscal year. This fiscal year, compensated absences used exceeded the amounts earned by:		
		(19,398)
c.) In governmental funds, lease expenses are recognized when payments are made. In the Statement of activities, payments are reported as decreases in leases payable. This is the amount of repayments of debt made in the period.		
		175,965
d.) In governmental funds, pension costs are recognized when employer contributions are made. In the Statement of Activities, pension costs are recognized when incurred. This amount is the net change in net pension liability, deferred outflows of resources and deferred inflows of resources.		
		(497,948)
e.) In governmental funds, interest expenses on leases are recognized when payments are made. In the Statement of activities, payments are reported as decreases in leases payable. This is the amount of repayments of interest made in the period.		
		<u>(18,495)</u>
Change in net position of governmental activities - statement of activities	\$	<u><u>(515,823)</u></u>

CENTRAL SIERRA CHILD SUPPORT AGENCY

NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies

Reporting Entity:

Central Sierra Child Support Agency (the “Agency”) acts as the local child support agency for Amador, Alpine, Calaveras, and Tuolumne counties. The Agency operates under a Joint Powers Agreement between Amador, Alpine, Calaveras, and Tuolumne counties and in compliance with the applicable standards and regulations set forth by the State of California. The Agency has an independent governing board including members from the Board of Supervisors of Amador, Alpine, Calaveras, and Tuolumne counties. The Agency is a public agency, which is separate and apart from the constituent county. The Agency’s financial statements include the accounts of all the Agency’s operations.

Basic Financial Statements - Government-Wide:

The Agency’s basic financial statements include both government-wide (reporting as the Agency as a whole) and fund financial statements (reporting the Agency’s funds). The statement of net position and statement of activities display information about the Agency’s governmental activities. These statements include the financial activities of the overall Agency. These statements are reported on full accrual, economic resource basis, which recognizes all assets and receivables as well as debt and obligations. This government-wide focus is more on the sustainability of the Agency as an entity and the change in the Agency’s net assets resulting from the current year activities.

Basic Financial Statements - Fund Financial Statements:

Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances which report the Agency’s financial transactions in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity, revenues and expenditures. An accompanying schedule is presented to reconcile and explain the differences in fund balances and changes in fund balances as presented in these statements to the net position and changes in net position presented in the Government-Wide financial statements.

The funds presented in the financial statements are described as follows:

Governmental Fund Type- Special Revenue Fund:

The Special revenue fund consists of administrative allocation from California Department of Child Support Services to establish family and child support programs compatible with Title IV-D of the social security act. The purpose of the fund is to enforce the support obligation owed by absent parents to their families and children, to locate absent parents, to establish paternity, and to obtain family and child support.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies (Cont.)

The Summary of Significant Accounting Policies Follows:

Basis of Accounting:

The Agency's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Account Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements.

Measurement Focus:

Accrual – The statement of net position and statement of activities are presented on the accrual basis of accounting and use the economic resources measurement focus. Revenues are recognized when earned and expenses are recognized when incurred.

Modified Accrual – The balance sheet and statement of revenues, expenditures and changes in fund balances are presented on the modified accrual basis of accounting and use the current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. "Available" means collectible within the current period or within 90 days after year end. Expenses are generally recognized under the modified accrual basis of accounting when the related liability is incurred. Costs of accumulated unpaid vacation are reported in the period due and payable rather than the period earned by the employees. Costs of fixed assets are reported as expenditures in the period due and payable rather than reporting the costs as fixed assets and depreciating it over its useful life.

CENTRAL SIERRA CHILD SUPPORT AGENCY

NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies (Cont.)

Cash:

Cash represent all cash on hand and deposits in various financial institutions.

Estimates:

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Budgets and Budgetary Accounting:

The Agency adopts an annual budget for its special fund. The budget is presented on the modified accrual basis of accounting, which is consistent with accounting principles generally accepted in the United States of America.

The following procedures are followed in establishing the budgetary data reflected in the financial statements:

1. At the beginning of each calendar year, a work program for the work of the Agency is prepared.
2. A preliminary budget for carrying out the work program, including reasonable contingency, in an amount to be approved by the Board is prepared by April 1st of the preceding fiscal year. The preliminary budget includes proposed expenditures at the account level and is prepared by taking into consideration the State initial planning allocation sent by California Department of Child Support Services.
3. Prior to June 1st of the preceding fiscal year, the Board reviews and adopts the budget based upon is approved work program and after public hearing.
4. The adopted preliminary budget is contingent on the receipt of the Agency's financial state allocation of funds.
5. The budget becomes final after the Board approves the adjustments necessary to respond to or bring the budget into conformity with the final State allocation of funds.
6. The final State allocation includes the following budget categories:
 - a. Non-EDP administrative allocation
 - b. EDP allocation that includes specific claiming account numbers.
7. The Executive Director is authorized to transfer budgeted amounts at the account level. However, the Agency cannot exceed the total appropriation, nor can it shift funds between the two budget categories. Further, the Agency cannot exceed the allocation assigned to specific claiming account numbers. There is no budget category control placed on the components of non-EDP administrative allocation, however, the use of this fund is governed by California Department of Child Support Services policy directives, and the Agency is expected to have all the different functions in place.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies (Cont.)

Concentrations of Credit Risk:

During the year ended June 30, 2025, the Agency maintained cash deposits in excess of the FDIC insured amounts in certain financial institutions. Deposits in excess of the FDIC insured amounts in separate names accounts within one institution may represent a credit risk.

Capital Assets:

Capital assets are stated at cost. It is the policy of the Agency to capitalize any addition, improvement or capital outlay that significantly extend the useful life of an asset in excess of \$5,000. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation is computed using the straight-line method over estimated useful lives, which vary from 3 to 5 years. Capital assets are recorded in the government-wide financial statements, but are not reported in the fund financial statements.

The Agency reviews its long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying value of the property may not be recoverable. Recoverability is measured by a comparison of the carrying amount to the future net undiscounted cash flow expected to be generated and any estimated proceeds from the eventual disposition. If the long-lived asset is considered to be impaired, the impairment to be recognized is measured at the amount by which the carrying value amount exceeds the fair value as determined from an appraisal, discounted cash flows analysis, or other valuation technique. For the year June 30, 2025, there was no impairment loss recognized.

Compensated Absences:

The Agency accrues accumulated unpaid vacation when earned by the employee. The accumulated balance represents an adjustment or reconciling item between the fund and the government-wide presentations.

Regular full-time and regular part-time employees shall earn and accrue paid vacation leave in accordance with the following provisions:

<u>Annual Vacation Accrual Rate</u>	<u>Years of Service</u>
88 hours	0-2
128 hours	3-9
168 hours	10 and above

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies (Cont.)

Compensated Absences (Cont.):

The Agency has the following policies related to sick leave:

There are no restrictions regarding accumulation of sick leave. At employee's retirement they may:

- a.) Elect to apply all accumulated sick leave towards CalPERS service credit for retirement purposes, or
- b.) Be compensated for accrued sick leave. The rate of compensation shall be the full amount of the employee's current hourly rate of pay for the first two hundred forty (240) hours and fifty percent (50%) of all additional hours of sick leave accrued.

Revenue Recognition:

Revenue is attributable to the annual allocation of funding provided by California Department of Social Services and is recorded in the period services are provided.

Long-term obligations:

In the government-wide financial statements, long-term obligations are reported as liabilities in the statement of net position. The Agency's long-term obligations are comprised of compensated absences for its employees and net pension liability.

Net Position:

The Agency's financial statements utilize a net position presentation. Net position is categorized as follows:

Investment in capital assets — This category reflects the portion of net position that is associated with capital assets net of accumulated depreciation.

Restricted net position — This category reflects net position of the Agency subject to external restrictions.

Unrestricted net position — This category reflects the portion of net position of the Agency that is not restricted or invested in capital assets.

CENTRAL SIERRA CHILD SUPPORT AGENCY

NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies (Cont.)

Fund Balances:

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Agency is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Unassigned fund balance: This classification includes the residual fund balance for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to a specific purpose within the general fund.

The general fund is the only fund that reports a positive unassigned fund balance. It is the Agency's policy to first use restricted resources and then unrestricted resources as needed. When unrestricted resources are available for use, it is the Agency's policy to use resources in the following order: first committed, then assigned, and finally unassigned.

Deferred Outflows/Inflows of Resources:

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applied to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Agency has deferred outflows related to pensions. This includes pension contributions subsequent to the measurement date of the net pension liability and other amounts (see Note 10), which are amortized by an actuarial determined period. In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Agency has deferred inflows related to pensions. These amounts (see Note 10) are amortized by actuarial determined period.

Pensions:

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Agency's California Public Employees' Retirement System (CalPERS) plans ("Plans") and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 1. Nature of Organization and Significant Accounting Policies (Cont.)

Pensions (Cont.):

Pursuant to GASB statement 68, the accompanying financial statements present net pension liabilities. For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized at fair value. CalPERS audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes were used.

Valuation Date (VD)	June 30, 2023
Measurement Date (MD)	June 30, 2024
Measurement Period (MP)	July 1, 2023 to June 30, 2024

Accounting Pronouncements Adopted:

GASB Statement No. 100, Accounting Changes and Error Correction, which enhances accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. Management adopted the Statement for the year ending June 30, 2025. The adoption of this statement had no material impact on the Agency's financial statements.

GASB Statement No. 101, Compensated Absences, updates the recognition and measurement guidance for compensated absences through aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. Management adopted the Statement for the year ending June 30, 2025. The adoption of this statement had no material impact on the Agency's financial statements.

GASB Statement No. 102, Certain Risk Disclosures, requires disclosure of significant concentrations and constraints. Management adopted the Statement for the year ending June 30, 2025. The adoption of this statement had no material impact on the Agency's financial statements.

Subsequent Events:

Management has evaluated subsequent events through December 15, 2025, the date through which the financial statements were available to be issued and determined no events or transactions have occurred that require recognition or disclosure in the financial statements.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 2. Cash and Cash Equivalents

The composition of cash and cash equivalents as of June 30, 2025, is as follows:

Cash in checking accounts	\$	547,830
Restricted cash - compensated balances		193,052
	\$	<u>740,882</u>

Custodial credit risk – Custodial credit risk on deposits is the risk that in the event of a bank failure, the Agency’s deposits might not be returned. The Agency does not have a bank deposit policy to address custodial credit risk.

As of June 30, 2025, the carrying amount of the Agency’s bank balances were \$1,004,873. All of the Agency’s bank accounts are held with Bank of America, N.A. Cash deposits (demand deposits) are covered by federal depository insurance up to \$250,000. The remaining balance of \$754,873 was collateralized and therefore not exposed to custodial credit risk.

Note 3. Accounts Receivable

As of June 30, 2025, accounts receivable for the Agency consisted of \$210,754.

Note 4. Schedule of Capital Assets

A schedule of changes in capital assets and depreciation for the fiscal year ended June 30, 2025, is shown below:

	Balance June 30, 2024	Additions	Deletions	Balance June 30, 2025
Capital assets, being depreciated:				
Computer equipment	\$ 12,926	\$ --	\$ --	\$ 12,926
Furniture & other equipment	80,330	5,816	--	86,146
Vehicles	139,913	--	--	139,913
Total capital assets being depreciated:	233,169	5,816	--	238,985
Accumulated depreciation	(199,637)	(8,582)	--	(208,219)
Net capital assets	<u>\$ 33,532</u>	<u>\$ (2,766)</u>	<u>\$ --</u>	<u>\$ 30,766</u>

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 5. Right-of-Use Assets – Finance Leases

The Agency has various finance leases for the use of office space. The lease agreements are summarized as follows:

Describe	Commencement Date	Payment Terms	Payment Amount	Interest Rate	Lease Liability 6/30/2025
Sonora Suite	7/1/2019	8 years	\$ 72,000	4.51%	\$ 151,455
Amador Location	7/1/2024	3 years	92,400	4.58%	188,913
Total Lease Agreements					<u>\$ 340,368</u>

The right-of-use asset activity for the year ended June 30, 2025, is as follows:

	Balance June 30, 2024	Addition/ Modification	Deletions	Balance June 30, 2025
Amortized right-of-use assets				
Buildings and improvements	\$ 688,072	\$ (89,524)	--	\$ 598,548
Accumulated amortization	(191,532)	(103,770)	--	(295,302)
Net right-of-use assets	<u>\$ 496,540</u>	<u>\$ (193,294)</u>	<u>--</u>	<u>\$ 303,246</u>

The future minimum lease payments are shown below:

	Principal	Interest	Total
Jul 2025 - Jun 2026	\$ 162,676	\$ 11,459	\$ 174,135
Jul 2026 - Jun 2027	177,691	3,721	181,412
Total	340,367	15,180	355,547
Less (PV discount)	--	--	(15,179)
Lease Liability	<u>\$ --</u>	<u>\$ --</u>	<u>\$ 340,368</u>

Note 6. Compensated Absences

It is the Agency's policy for vacation and sick leave benefits to be fully vested as earned and are paid in full upon termination. If, upon retirement or termination in good standing, an employee may be compensated for accrued vacation and sick leave. The rate of compensation for sick leave shall be the full amount of the employee's current hourly rate of pay for the first two hundred and forty (240) hours and fifty percent (50%) of all additional hours of sick leave accrued. Vested vacation and sick leave obligations are recorded as accrued compensated absences until paid.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 6. Compensated Absences (Cont.)

A summary of the primary government's accrued compensated absences as of June 30, 2025 is as follows:

Description	Amount
Beginning compensated absences	\$ 355,457
Compensated absences redeemed	(38,081)
Compensated absences earned	57,479
Ending compensated absences	\$ 374,855

Note 7. Defined Benefit Plan

The Agency participates in a cost sharing multiple-employer defined benefit plan through California Public Employees' Retirement System (CalPERS) which covers substantial all regular full-time employees of the Agency. CalPERS acts as a common investment and administrative agent for participating public entities with the state of California and reports information to the Agency in accordance with reporting standards established by the Governmental Accounting Standards Board (GASB).

As of June 30, 2025, the Agency's proportionate share of the net pension liability, pension expense and deferred inflows of resources and deferred outflows of resources for the above plans is as follows:

Plan Description - The Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (the Plan or PERF C) is administered by the California Public Employees' Retirement System (the System or CalPERS). The Plan consists of a miscellaneous risk pool and a safety risk pool, which are comprised of individual employer miscellaneous and safety rate plans, respectively. Individual employers may sponsor more than one miscellaneous and safety rate plan. Each individual employer rate plan generally has less than 100 active members.

The Plan was established to provide retirement, death and disability benefits to public agency rate plans with generally less than 100 active members. The benefit provisions for PERF C members are established by statute. A full description regarding the number of employees covered, benefit provisions, assumptions (for funding, but not accounting purposes), and membership information for the respective rate plan is listed in the respective rate plan's June 30, 2023 Annual Valuation Report (funding valuation). Details of the benefits provided can be obtained in Appendix B of the funding valuation report. This report and CalPERS' audited financial statements are publicly available reports that can be found on CalPERS' website at <https://www.calpers.ca.gov/page/forms-publications>.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 7. Defined Benefit Plan (Cont.)

The Plan provisions and benefits in effect at June 30, 2025, are summarized as follows:

	<u>Miscellaneous Risk Pool</u>	
	<u>Misc. Risk Plan</u>	<u>PEPRA Misc. Plan</u>
	On or Before	On or After
Hire Date	December 31, 2012	January 1, 2013
Benefit formula	2.0% at 55	2.0% at 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payment	Monthly for life	Monthly for life
Retirement age	50	52

Contributions- Section 20814(c) of the California Public Employees' Retirement law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Total plan contributions are determined annually through the CalPERS annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Agency is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Total Agency pension contributions were \$600,681.

Net Pension Liability - The Agency reported net pension liabilities for its proportionate share of the Miscellaneous Risk Pool net pension liability totaling \$5,102,000. The net pension liability was measured as of June 30, 2024.

The Agency's proportionate share of the net pension liability was based on a projection of the Agency's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Agency's proportional share of Net Pension Liability/(Asset) was as follows as of June 30, 2025:

	<u>Measurement Date</u>	<u>Percentage of Plan</u>
Proportion - June 30, 2024	6/30/2023	0.04112%
Proportion - June 30, 2025	6/30/2024	0.04207%
Change - Increase/(Decrease)		0.00095%

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 7. Defined Benefit Plan (Cont.)

Pension Expense – For the year ended June 30, 2025, the Agency recognized pension expense of \$1,107,586. At June 30, 2025, the Agency reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of Assumptions	\$ 131,132	\$ - -
Differences between Expected and Actual Experience	441,115	(17,212)
Differences between Projected and Actual Investment Earnings	293,716	- -
Differences between Employer's Contributions and Proportionate Share of Contributions	- -	(281,582)
Change in Employer's Proportion	192,575	(19,042)
Pension Contributions Made Subsequent to Measurement Date	600,681	- -
	<u>\$ 1,659,219</u>	<u>\$ (317,836)</u>

The deferred outflow of resources related to pensions resulting from Agency contributions subsequent to the measurement date will be recognized as pension expense in the year ended June 30, 2025.

The net difference between projected and actual earnings on plan investments is amortized over a five-year period on a straight-line basis. One-fifth is recognized as pension expense during the measurement period and the remaining amount is deferred and will be amortized over the remaining four-year period. The remaining net differences between the projected and actual earnings on plan investments shown above represents the unamortized balance relating to the current measurement period and the prior measurement period on a net basis.

All other deferred inflows of resources and deferred outflows of resources are amortized over the expected average remaining service life (EARSL) of the plan participants. The EARSL for the Miscellaneous Plan for the June 30, 2024 measurement date is 3.8 years.

The deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows for the years ended June 30:

2026	\$ 280,266
2027	573,885
2028	(12,797)
2029	(100,652)
	<u>\$ 740,702</u>

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 7. Defined Benefit Plan (Cont.)

Actuarial Assumptions – The collective total pension liability for the June 30, 2024 measurement period was determined by an actuarial valuation as of June 30, 2023, with update procedures used to roll forward the total pension liability to June 30, 2024. The collective total pension liability was based on the following assumptions:

Valuation Date	June 30, 2023
Actuarial Cost Method	Entry-Age Normal
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service

Mortality assumptions are derived using CalPERS' Membership Data for all funds. The mortality table was developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture on-going mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries.

Discount Rate - The discount rate used to measure the total pension liability for PERF C was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Collective Net Pension Liability to Changes in the Discount Rate - The following represents the Agency's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1- percentage point higher than the current rate:

	Discount Rate		
	5.90%	6.90%	7.90%
	(1% Decrease)	(Current Rate)	(1% Increase)
Employer's Net Pension			
Liability/(Asset)	\$ 8,215,267	\$ 5,102,000	\$ 2,539,322

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 7. Defined Benefit Plan (Cont.)

In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated and combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return. The expected real rates of return by asset class are as follows:

Asset class	Assumed Asset Allocation	Real Return Years 1 - 10 ^{1,2}
Global equity - cap-weighted	30.00%	4.54%
Global equity - non-cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%

¹ An expected inflation of 2.30% used for this period.

² Figures are based on the 2021-22 Asset Liability Management study.

Note 8. Contingencies

The Agency received substantial support from state and federal funds for the administration and enforcement of child support services. The state's economy as well as the nation's economy could affect the availability of future funding which may have an effect on the Agency's program and activities.

The Agency has received state and federal funds for specific purposes that are subject to review and audit by their grantor agency. Although such audits could general expenditure disallowances under the terms of the grants, it is believed that any required reimbursements will not be material.

The Agency is not a defendant in any current lawsuits.

CENTRAL SIERRA CHILD SUPPORT AGENCY
NOTES TO FINANCIAL STATEMENTS

Note 9. Risk Management

The Agency is exposed to various risks of loss related to torts, damage to, and theft or destruction of assets; errors and omissions; injuries to employees and natural disasters. The Agency has a Memorandum of Understanding with California Public Entity Insurance Authority (CPEIA), a sister joint power authority (JPA) of CSAC Excess Insurance Authority, which is a point powers insurance pool that provides its members with numerous risk management and insurance programs. The Agency participated in the following insurance a pooled coverage for the year ending June 30, 2025:

Primary workers' compensation	\$125,000
Excess workers' compensation	Statutory
General liability	\$25,000,000
Property (All Risk and Flood)	
All Risk	\$600,000,000
Flood	\$225,000,000
Crime Bond	\$25,000,000

Note 10. Accounting Pronouncements

The GASB has issued several new accounting pronouncements, which will be effective for the Agency in subsequent years. A description of the new accounting pronouncements and the fiscal year in which they are effective are described below.

Not yet adopted – The Agency plans to implement the following GASB pronouncements by the required implementation dates.

GASB No.	Title	Required Implementation Date (Period Beginning After)	Agency Fiscal Year
GASB 103	Financial Reporting Model Improvements	June 15, 2025	2026
GASB 104	Disclosure of Certain Capital Assets	June 15, 2025	2026



B O W M A N
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Commissioners
Central Sierra Child Support Agency
Jackson, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities, the aggregate discretely presented component unit and the fund information of the Central Sierra Child Support Agency, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Central Sierra Child Support Agency's basic financial statements, and have issued our report thereon dated December 15, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Central Sierra Child Support Agency' internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Central Sierra Child Support Agency' internal control. Accordingly, we do not express an opinion on the effectiveness of the Central Sierra Child Support Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Established 1949
www.cpabowman.com

Bowman & Company, LLP
10100 Trinity Parkway, Suite 310
Stockton, CA 95219

Telephone: 209.473.1040
Facsimile: 209.473.9771

Report on Compliance and Other Matters

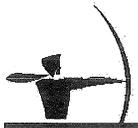
As part of obtaining reasonable assurance about whether the Central Sierra Child Support Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Central Sierra Child Support Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Bowman & Company, LLP

Stockton, California
December 15, 2025



B O W M A N
CERTIFIED PUBLIC ACCOUNTANTS

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND
ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY UNIFORM GUIDANCE**

To the Board of Commissioners
Central Sierra Child Support Agency
Jackson, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Central Sierra Child Support Agency's compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of Central Sierra Child Support Agency's major federal programs for the year ended June 30, 2025. Central Sierra Child Support Agency's major federal programs are identified in the summary of auditors' results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, Central Sierra Child Support Agency complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2025.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial Audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Central Sierra Child Support Agency and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Central Sierra Child Support Agency's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Central Sierra Child Support Agency's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Central Sierra Child Support Agency's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgement made by a reasonable user of the report on compliance about Central Sierra Child Support Agency's compliance with the requirements of each major federal program as a whole. In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Central Sierra Child Support Agency's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Central Sierra Child Support Agency's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Central Sierra Child Support Agency's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in the internal control may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Bowman & Company, LLP

Stockton, California
December 15, 2025

CENTRAL SIERRA CHILD SUPPORT AGENCY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
June 30, 2025

	Assistance Listing Number	Federal Expenditures
Department of Health and Human Services Pass-through from California Department of Child Support Services		
Child Support Enforcement	93.563	\$ <u>2,507,788</u>
Total Expenditures of Federal Awards		\$ <u><u>2,507,788</u></u>

Note A - Basis of Presentation:

The schedule expenditures of federal awards includes the federal award activity of Central Sierra Child Support Agency under programs of the federal government for the year ended June 30, 2025. The information in this schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations (CFR), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of Central Sierra Child Support Agency, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Central Sierra Child Support Agency.

Note B -Summary of Significant Accounting Policies:

Expenditures reported on the accompanying schedule are reported on the accrual basis of accounting. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements of the federal program. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note C - Indirect Cost Rate:

Central Sierra Child Support Agency has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

CENTRAL SIERRA CHILD SUPPORT AGENCY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2025

Section I - Summary of Auditors' Results

Financial Statements

Type of auditor's report issued: unmodified
 Internal control over financial report:
 Material weakness(es) identified? _____ yes X no
 Significant deficiencies identified that are not considered to be material weakness(es)? _____ yes X none reported
 Noncompliance material to financial statements noted? _____ yes X no

Federal Awards

Internal control over major programs:
 Material weakness(es) identified? _____ yes X no
 Significant deficiencies identified that are not considered to be material weakness(es)? _____ yes X none reported
 Type of auditor's report issued on compliance for major programs: unmodified
 Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)? _____ yes X no

Identification of major programs:

<u>Assistance Listing Number(s)</u>	<u>Name of Federal Program or Cluster</u>
93.563	Child Support Enforcement

Dollar threshold used to distinguish between type A and type B programs: \$750,000
 Auditee qualified as low-risk auditee? X yes _____ no

Section II - Financial Statement Findings
 None

Section III - Federal Award Findings and Questioned Costs
 None

Section IV - Prior Year Financial Statement Findings and Federal Award Findings and Questioned Costs
 None

AGENDA ITEM

III

MEMORANDUM

DATE: January 20, 2026
TO: Board of Directors
FROM: Kim Britt, Executive Director
SUBJECT: Annual Business Matters

(Agenda Item III)

Pursuant to the Joint Powers Authority Agreement, the following business matters must be acted upon at the first regular meeting of each calendar year, as set forth below:

Chair: “A Chairperson of the Board shall be elected annually by the Board at the first regular Board meeting in each calendar year. Any Director may be authorized to represent the Board upon approval of the Chairperson.”

Vice Chair: “A Vice Chairperson of the Board shall be elected annually by the Board at the first regular meeting in each calendar year. The Vice Chairperson shall have all the powers and act in the place of the Chairperson in the Chairperson’s absence.”

Secretary: “A Secretary of the Board shall be elected annually by the Board at the first regular Board meeting in each calendar year. The Secretary will keep a public record of the Board’s resolutions, transactions, findings, and determinations and prepare minutes of every meeting. The Board may designate the Executive Director to serve as the Secretary and the Executive Director may delegate this responsibility with the consent of the Board.”

Recommendation: It is recommended that the Board elect a Chair and Vice Chair and delegate the duty of Secretary to Lisa Bispham, CSCSA staff.

AGENDA ITEM

IV

MEMORANDUM

DATE: January 20, 2026
TO: Board of Directors
FROM: Kim Britt, Executive Director
SUBJECT: Monthly Meeting Schedule

(Agenda Item IV)

The draft meeting schedule attached is proposed for consideration for February 2026 through January 2027. It incorporates the concept of a quarterly meeting schedule which was adopted by the Board in September 2014. The tentative meetings between the quarterly meetings are identified in italics and are included because the current JPA agreement requires a schedule of monthly meetings, so that they can be put on the members' calendars in the event there is a necessity to meet. This schedule follows the practice of meeting on the fourth Monday of each month except as noted.

Recommendation: It is recommended that the Board approve the meeting schedule as prepared.

2026 JPA BOARD MEETING SCHEDULE

NOTE: All meetings are at 2:00 p.m.

Date:	Location:
January 26, 2026: 4th Monday	639 New York Ranch Road, Jackson & Virtual
<i>February 23, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
<i>March 23, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
April 27, 2026: 4th Monday	639 New York Ranch Road, Jackson & Virtual
May 18, 2026: 3rd Monday <i>(4th Monday is Memorial Day)</i>	<i>If needed, to be determined</i>
<i>June 22, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
July 27, 2026: 4th Monday	639 New York Ranch Road, Jackson & Virtual
<i>August 24, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
<i>September 28, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
October 26, 2026: 4th Monday	639 New York Ranch Road, Jackson & Virtual
<i>November 23, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
<i>December 28, 2026: 4th Monday</i>	<i>If needed, to be determined</i>
January 25, 2027: 4th Monday	639 New York Ranch Road, Jackson & Virtual

AGENDA ITEM

V



MEMORANDUM

DATE: January 20, 2026
TO: Board of Directors
FROM: Kim Britt, Executive Director
SUBJECT: Executive Report

(Agenda Item V)

This executive summary provides an overview of the current health of Central Sierra Child support Agency (CSCSA), highlighting key performance metrics, operational strengths, and areas for improvement. The assessment examines financial stability, program effectiveness, workforce capacity, and alignment with strategic goals to offer a comprehensive snapshot of the Agency's status. Insights are derived from recent performance data, stakeholder feedback, and external benchmarks, offering a clear understanding of where the Agency excels and where targeted action is needed. This analysis aims to inform leadership decisions and support the Agency's mission to lead families to self-sufficiency.

CSCSA is divided into five Administrative Divisions:

- Fiscal
- Human Resources
- Technology & Security
- Marketing & Outreach
- Child Support Program

Each of these Divisions is overseen by a member of our Executive Leadership Team who monitors the health of their division and collaborates with their counterparts to ensure we are maximizing performance and outcomes. On a monthly basis, the Executive Leadership Team reviews the successes and watchpoints for each division to ensure we are addressing trends and concerns. The most recent monthly report is attached herein. As an overview, the leading successes and opportunities for each division are highlighted for you below.

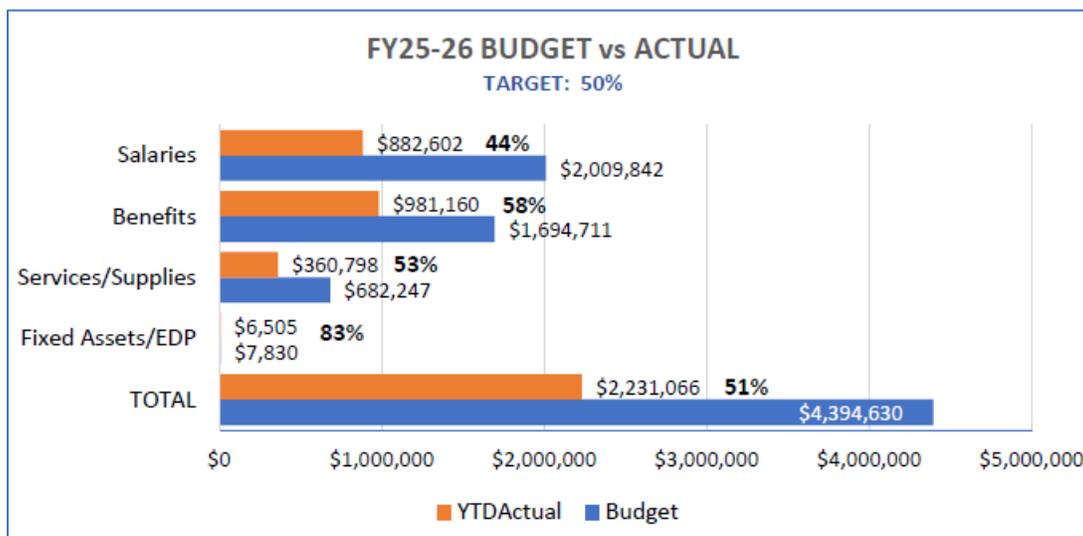


FISCAL

- ✚ The fiscal administrator is responsible for managing the financial operations including budgeting, accounting, procurement, and ensuring compliance with federal and state financial regulations to support the Agency’s overall mission and goals.

❖ **Highlights and Opportunities**

- As of December 31, 2025, we remain on track to operate within the approved budget. CSCSA expenditures are currently at 51% of the annual allocation, which aligns with the midpoint of the fiscal year. Based on current projections for the remainder of the year, we anticipate finishing under budget and do not expect to utilize the Federal Performance Incentive Funds (FPIF) that were included in our proposed budget.



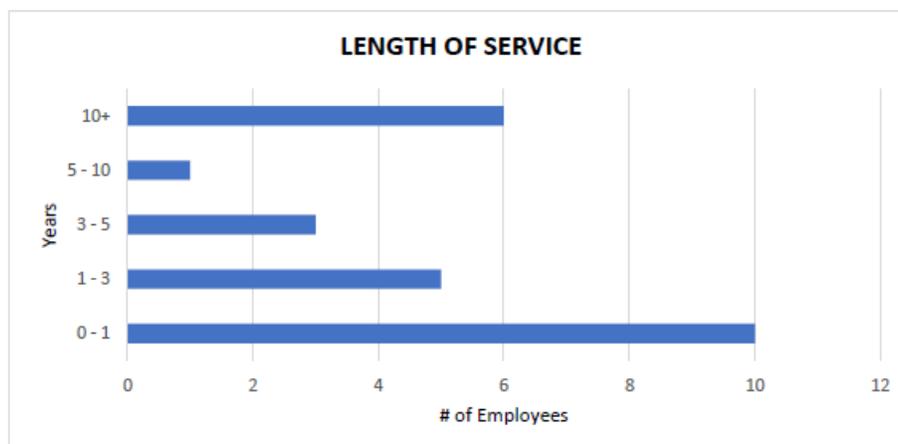
HUMAN RESOURCES

✚ The human resources specialist is responsible for oversight of recruitment, employee relations, onboarding, benefits administration, and compliance with labor law, ensuring a skilled and supportive workforce to achieve the Agency’s mission.

❖ **Highlights and Opportunities**

- Staffing levels have remained stable over the past quarter, with only one vacancy being held for budgetary reasons. Formal training for our most recently hired staff is largely complete, and they are performing well in their roles. With recruitment, onboarding and training activities winding down, staff have been able to redirect time and resources toward other priority projects, increasing overall efficiency.

OFFICE STAFFING	Current	Positions
Current Staffing Levels	25	26
Amador	15	15
Calaveras	2	2
Tuolumne	8	9
Vacancies	1	
Staff Unassigned (in training)	0	
Staffing Breakdown		
Office Assistants	2	2
Child Support Specialists	12	13
Special Programs Coordinator	1	1
Supervisors	2	2
Staff Services Specialists	2	2
Fiscal Technician	1	1
Staff Services Manager	1	1
Program Manager	1	1
Attorney	1	1
Deputy Director	1	1
Executive Director	1	1





- The second half of open enrollment for Colonial and Ameriflex concluded on November 26, 2025. Our Staff Services Specialist worked with Colonial to streamline the enrollment process, making it easier for employees to participate. These improvements resulted in increased enrollment in available policies, and overall, more staff are taking advantage of the benefits offered.

HEALTH & WELLNESS	
<i>Programs/Products</i>	<i>Staff</i>
Insurance Options:	
PERS Platinum	2
PERS Gold	12
Kaiser Permanente	5
Western Health Advantage	2
Cash in-Lieu	4
Wellness Stipends (2025)	25
Enrolled in Deferred Comp	13
Matches in Deferred Comp	13
Not Enrolled in Deferred Comp	12
Flexible Spending Account (FSA)	4
Colonial – Accident	2
Colonial - Cancer	3
Colonial – Critical Illness	1
Colonial – Dental Supplement	2
Colonial – Disability	2
Colonial – Term Life	0
Colonial – Universal Life	1
Colonial – Whole Life	2

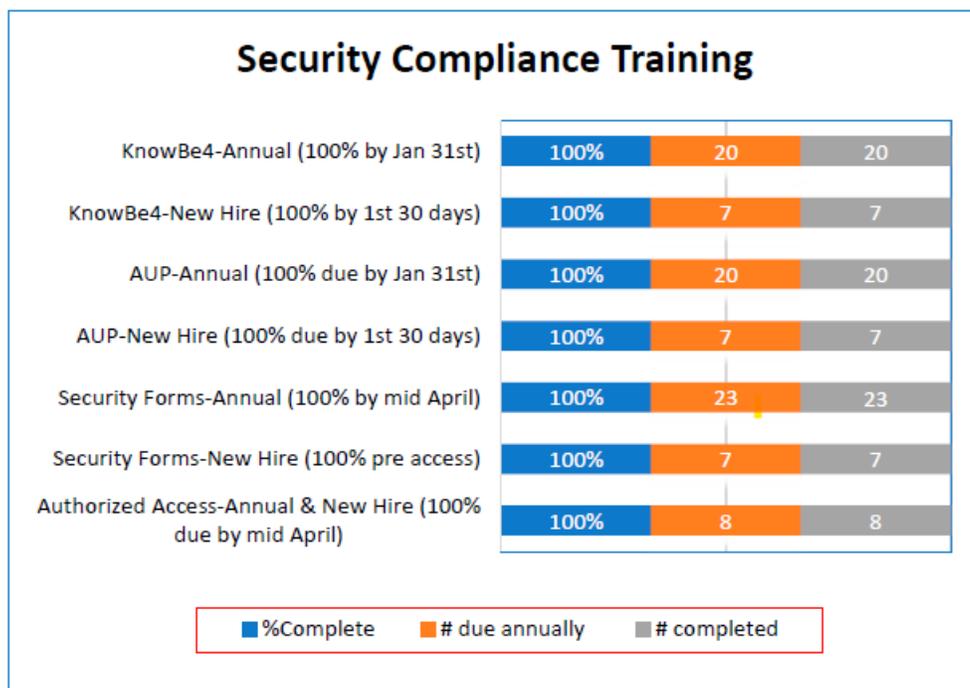


Technology & Security

✚ The technology and security specialist plays a critical role in maintaining the Agency’s digital infrastructure, safeguarding sensitive information, and ensuring operational efficiency. This team works with the IT Division at the State Department of Child Support Services to coordinate the successful implementation of new software and ensures compliance with all IT policies. This team also works with fiscal and HR counterparts to ensure contracts are current.

❖ **Highlights and Opportunities**

- CSCSA’s annual security training has been completed by all staff. This training, required by the State, must be completed by January 31 each year in order to ensure continued access to essential systems.



- CSCSA has finalized a new lease agreement with Calaveras Health and Human Services Agency. We currently lease two cubicle spaces to provide full-time staff presence for customers in Calaveras County. The new lease agreement



reduces our monthly expenses by \$872.00, creating meaningful cost savings while allowing us to maintain this important partnership. We appreciate the continued collaboration with Calaveras HHS.

MARKETING & OUTREACH

✚ The marketing and outreach activities for the Agency are currently assigned to the Deputy Director to oversee and manage. This assignment may change as we fill vacancies and solidify strategic plans in this area. Marketing and outreach are two critical components of educating our customers and growing our caseload. That said, we have a need to put these activities on hold as we build capacity in the Agency. We continue to be committed to community partnerships and seek to be in the community as often as possible, considering our vacancies. We do not anticipate building a dashboard to track the progress of this program; this may change as we develop further.

❖ Highlights and Opportunities

- On December 13, CSCSA participated in the Sutter Creek Parade of Lights in Amador County. This event provided an excellent opportunity for staff to engage with community members and raise awareness about our program. Our presence helped strengthen community connections and visibility, reinforcing CSCSA's commitment to outreach and service in the community.
- CSCSA has been partnering with Grays Peak Strategies to develop a comprehensive social media strategy aimed at increasing awareness of the Agency and its services. Grays Peak creates content designed to resonate with families, including parenting tips, family activities, community events, easy weeknight recipes, and helpful information about the child support program. Our goal is to connect with the community members by sharing content that is both relevant and engaging for parents. These efforts have produced strong results, including a more than 100% increase in social media followers over the past year, higher website traffic, and improved visibility through Google searches. This growth reflects the success of our outreach strategy and its impact on community engagement.

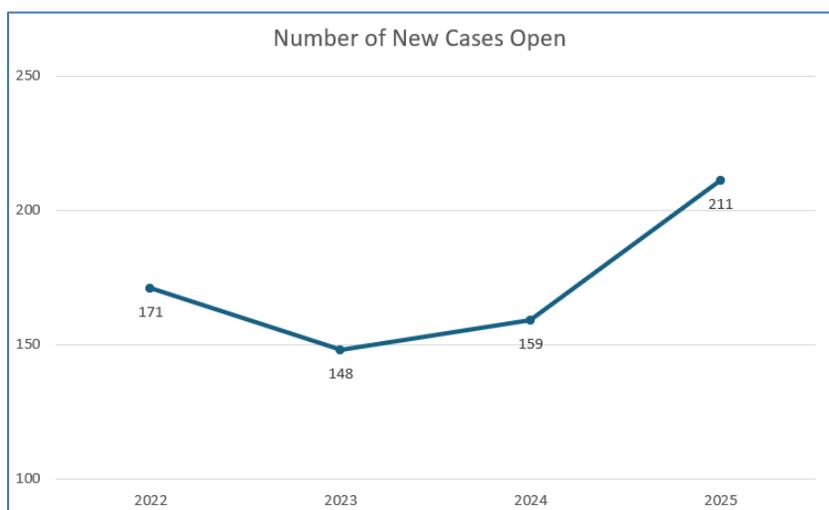


CHILD SUPPORT PROGRAM

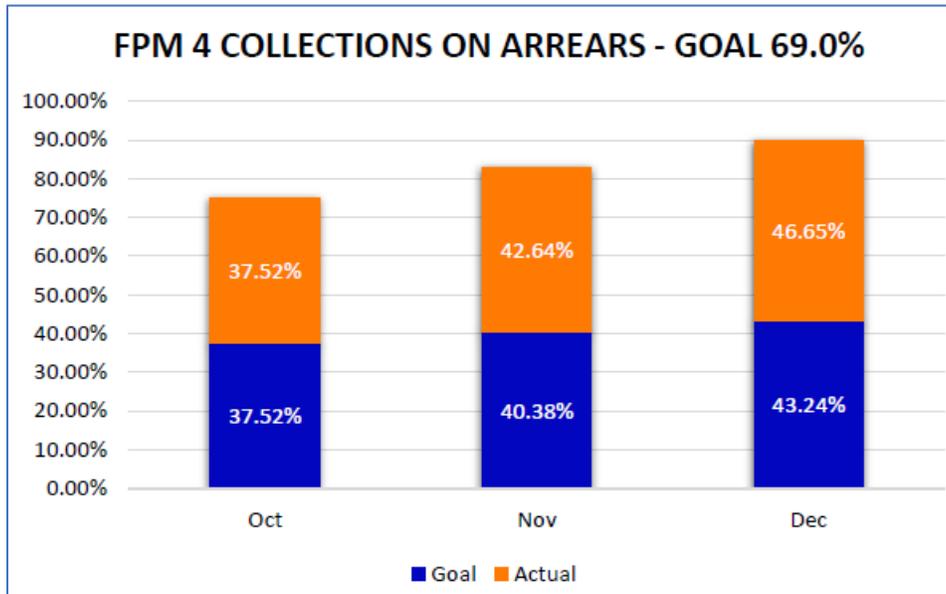
✚ The Child Support Program Manager leads the largest division of the Agency, the child support program. The role of this division is to carry out the programmatic requirements, ensure we are meeting state and federal mandates, and implement new programs aimed to improve and enhance the services we provide to our communities.

❖ Highlights and Opportunities

- In 2025, CSCSA experienced a 24.6% increase in requests for services compared to 2024. This represents the highest increase among local child support agencies in California, while many counties reported a decline in service requests. We attribute this growth to our proactive outreach efforts, community education initiatives, and ongoing process improvements designed to enhance the customer experience. This trend underscores the critical role CSCSA plays in supporting families, and we deeply value the trust the community places in us.



- CSCSA successfully collected several large payments during the last quarter, which helped us stay on track with meeting monthly collection goals. The timing of these payments was especially impactful, as they were received and distributed to families just before the holidays. These funds directly benefited families in our communities, reinforcing the importance of our work and its positive impact.



- CSCSA has developed its 2026 Strategic Plan. In previous years, State DCSS required LCSAs to create a Performance Management Plan (PMP) in addition to the maintaining an internal Strategic Plan. For 2026, CSCSA has combined these two plans into a single, streamlined document to improve efficiency and alignment. The Strategic Plan outlines key project and initiatives that will guide the Agency’s efforts to enhance service delivery and improve the overall staff experience. This integrated approach ensures a clear roadmap for achieving our goals while reducing duplication of effort.

CENTRAL SIERRA CHILD SUPPORT AGENCY FFY 2025/2026 Program Dashboard Summary

December 2025		
	FFY GOAL	ACTUAL RESULT
FPM 1 IV-D Paternity Establishment	103.50%	94.46%
<i>Measures the total number of children in the IV-D caseload in the fiscal year who have been born out-of-wedlock and for whom paternity has been established, compared to the total number of children in the IV-D caseload as of the end of the prior fiscal year who were born out-of-wedlock.</i>		
FPM 2 Cases with a Support Order Established	94.50%	90.95%
<i>Measures cases with support orders established compared to total number of cases open at the end of a month.</i>		
FPM 3 Collections on Current Child Support	70.00%	66.25%
<i>Measures the amount of current support, collected and distributed, compared to the total amount of current support owed.</i>		
FPM 4 Cases with Collection on Arrears	69.00%	46.65%
<i>Measures the number of cases with at least one payment made towards arrears compared with the number of cases owing arrears during the FFY.</i>		
		FFY to-date
FPM 5 Distributed Collections	\$11,200,000	\$2,680,899
<i>Measures the total dollar amount of child support collected and distributed based on the CS34/35</i>		

CENTRAL SIERRA CHILD SUPPORT AGENCY FFY 2025/2026

Program Dashboard Report

Data Source: FPM Report

FPM 1 IVD Paternity Establishment 103.5%	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Point in Time	Data Source
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Monthly Goal	Baseline	94.51%	95.40%	96.29%	97.18%	98.07%	99.05%	99.94%	100.83%	101.72%	102.61%	103.50%	95.40%	
Children with Paternity Established	2276	2305	2320	0	0	0	0	0	0	0	0	0	2320	1257 line 6
Children born out of wedlock per year	2431	2450	2456	0	0	0	0	0	0	0	0	0	2456	1257 line 5 FY
FFY 2026 Actual	93.62%	94.08%	94.46%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	94.46%	
Over/Under (%points)		-0.43%	-0.94%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-0.94%	
FFY 2025 Actual	93.56%	91.97%	93.29%	93.88%	94.70%	96.33%	97.43%	98.17%	99.26%	100.55%	101.60%	102.34%		

FPM 2 Cases with Support Orders Established 94.5%	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Point in Time	Data Source
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Monthly Goal	91.00%	91.31%	91.62%	91.93%	92.24%	92.57%	92.89%	93.22%	93.54%	93.86%	94.18%	94.50%	91.62%	
Cases with a Support Order	3861	3814	3810	0	0	0	0	0	0	0	0	0	3810	1257 Line 2
Total Cases	4243	4197	4189	0	0	0	0	0	0	0	0	0	4189	1257 Line 1
FFY 2026 Actual	91.00%	90.87%	90.95%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	90.95%	
Over/Under (%points)	-0.00%	-0.44%	-0.67%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-0.67%	
FFY 2025 Actual	93.23%	92.89%	92.52%	92.42%	92.05%	91.77%	91.36%	91.28%	91.72%	91.27%	91.13%	91.25%		

FPM 3 Collections on Current Support 70.0%	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Point in Time	Data Source
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Monthly Goal	67.99%	68.17%	68.35%	68.53%	68.71%	68.90%	69.09%	69.28%	69.46%	69.64%	69.82%	70.00%	68.35%	
Current Support Collected	\$624,521.57	\$1,216,599.82	\$1,851,761.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,851,761.04	1257 Line 25
Current Support Due	\$918,607.19	\$1,845,260.92	\$2,794,922.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,794,922.73	1257 Line 24
FFY 2026 Actual	67.99%	65.93%	66.25%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	66.25%	
Over/Under (%points)	-0.00%	-2.24%	-2.10%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-2.10%	
FFY 2025 Actual	68.29%	67.56%	68.01%	67.90%	67.32%	67.23%	67.98%	67.72%	67.54%	68.34%	67.23%	67.42%		

FPM 4 Collections on Arrears 69.0%	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Point in Time	Data Source
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Monthly Goal	37.52%	40.38%	43.24%	46.10%	48.96%	51.82%	54.68%	57.54%	60.40%	63.27%	66.14%	69.00%	43.24%	
Case Paying Arrears	965	1,118	1,259	0	0	0	0	0	0	0	0	0	1,259	1257 Line 29
Cases w/Arrears Due	2,572	2,622	2,699	0	0	0	0	0	0	0	0	0	2,699	1257 Line 28
FFY 2026 Actual	37.52%	42.64%	46.65%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	46.65%	
Over/Under (%points)		2.26%	3.41%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3.41%	
FFY 2025 Actual	39.05%	44.18%	48.45%	51.96%	53.85%	55.74%	58.47%	59.65%	61.04%	61.82%	62.37%	63.59%		

Total Distributed Collections \$11,200,000	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Point in Time	Data Source
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Monthly Goal	\$926,922	\$1,860,838	\$2,794,754	\$3,728,671	\$4,662,587	\$5,596,504	\$6,530,420	\$7,464,336	\$8,398,252	\$9,332,169	\$10,266,085	\$11,200,000	\$2,794,754	
FFY 2026 Actual	\$926,922	\$1,729,100	\$2,680,899	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,680,899	CS 34 line 4b,4c, 8 & 11
Over/Under	\$0	\$131,738	\$113,855	\$3,728,671	\$4,662,587	#VALUE!	\$6,530,420	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	\$113,855	
FFY 2025 Actual	\$890,594	\$1,646,415	\$2,501,850	\$3,359,136	\$4,122,383	\$4,995,435	\$5,970,116	\$6,874,985	\$7,761,205	\$8,616,680	\$9,396,253	\$10,240,357		

Case Count	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Point in Time	Data Source
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Current Year 2026 Cases Opened	38	31	34	0	0	0	0	0	0	0	0	0	34	1257 Line 46
Current Year 2026 Cases Closed	59	80	38	0	0	0	0	0	0	0	0	0	38	1257 Line 47
Current 2026 Case Count	4243	4197	4189	0	0	0	0	0	0	0	0	0	4189	1257 Line 1
FFY 2025 Cases Opened	51	36	55	29	41	36	38	25	29	53	43	26		
FFY 2025 Cases Closed	52	99	64	28	21	24	39	46	44	59	54	57		
FFY 2025 Case Count	4341	4288	4277	4273	4292	4430	4315	4300	4276	4305	4297	4263		



**CENTRAL SIERRA CHILD SUPPORT AGENCY
STRATEGIC PLAN
2025-2026**

Serving Alpine, Amador, Calaveras and Tuolumne Counties

At CSCSA, our strategic plan is built around four overarching goals: ***enriching the employee experience, maximizing resource development, engaging community presence, and mastering service and performance excellence***. These priorities guide every decision we make as we work to strengthen our agency and the communities we serve.

Although nearly half of our team members have joined the agency within the past year, they bring strong enthusiasm and a shared passion for helping families. We recognize that employee development is essential to professional growth, and we are committed to providing robust training opportunities that keep staff engaged and equipped to succeed.

With frequent changes in federal and state initiatives and laws, we are focused on creating resources that empower employees to confidently manage cases and deliver exceptional service. At the same time, we remain committed to raising awareness about our services and connecting with customers wherever they are, whether in person or online.

Finally, CSCSA is committed to continuous evaluation and improvement of our workflows, ensuring that we provide the highest level of customer experience to the families who rely on us. Together, these efforts position us to achieve our strategic goals and make a lasting impact in the lives of those we serve.



Objective	Description	Lead	Goal	Final
1. Enriching the Employee Experience				
1.1 Employee Engagement				
<i>Convene a focus group to conduct an employee engagement survey</i>	CSCSA will establish a staff-led focus group to assess employee engagement through a comprehensive survey. The group will analyze survey results and develop targeted action plans to address key areas such as professional development, leadership, recognition, and communication. This collaborative effort aims to strengthen organizational culture and foster a more engaged and empowered workforce.	Daniel	3 Action Plans	
1.2 Professional Development				
<i>Create and Implement Individual Development Plans (IDP)</i>	CSCSA will utilize IDPs to create structured roadmaps for employee growth and skill-building. The Program Manager will train supervisors in data analysis techniques, empowering them to use performance metrics during staff meetings to support individualized development, enhance accountability, and foster continuous improvement.	Stephanie	Implement All 14 Staff IDPs	
2. Maximizing Resource Development				
2.1 Information Security Resources				
<i>Standardization of employee access assignments by positional need</i>	CSCSA will develop a comprehensive matrix outlining access to systems, email groups, and specialized programs based on staff roles and responsibilities. This tool will ensure that employees are granted only the permissions necessary for their job functions, in alignment with IRS Publication 1075 requirements for safeguarding sensitive information and maintaining data security.	Dalaine	100% Compliance with Internal Staff Access Audit	
2.2 Policy Development				
<i>Analyze employee onboarding process for inefficiencies</i>	CSCSA will conduct a comprehensive process mapping of employee onboarding to identify gaps, inefficiencies, and areas for improvement. The Staff Services Specialist (SSS) will benchmark best practices from other agencies, gather feedback from recent new hires, and design a streamlined onboarding process that enhances efficiency, consistency, and employee experience.	Lisa	Remove 100% of Duplicative Processes	
<i>Create fiscal policies addressing core compliance requirements</i>	Establish and implement fiscal policies that align with regulatory standards and internal governance frameworks to ensure financial integrity, transparency, and accountability.	Ginger	4 Policies	

Objective	Description	Lead	Goal	Final
<i>Create customer guides</i>	CSCSA will enhance customer understanding of the legal process by providing clear, accessible guides, including <i>What to Expect in Court</i> , <i>What to Expect After Court</i> , <i>I've Received a Summons & Complaint – Now What?</i> , and <i>Completing an Income & Expense Declaration</i> . These resources will help customers navigate complex legal procedures, ensuring they are informed, prepared, and confident throughout their court experience.	Joette	4 Guides	
3. Engaging community presence				
3.1 Community Outreach and Education				
<i>Provide information and education to the community on parentage establishment</i>	CSCSA will launch a targeted outreach campaign focused on parentage establishment for both intact and single-parent families. The campaign will provide clear information on the importance of establishing legal parentage, dispel common myths, and guide families through the process. This initiative aims to increase awareness, support informed decision-making, and improve parentage establishment rates.	Daniel	3 Presentations	
4. Mastering service and performance excellence				
4.1 Improve Service Delivery in Opening Cases and Establishing Court Orders				
<i>Establish parentage for children who were born out of wedlock (FPM 1)</i>	CSCSA will prioritize establishing parentage for dependents on newly opened cases during the current federal fiscal year (FFY). Additionally, efforts will focus on reducing the number of dependents from prior FFYs requiring parentage establishment to 69 dependents , improving overall program performance and compliance.	Ashley	103.5%	
<i>Reduce the number of days to open a child support case (PI 22)</i>	In FFY 2024–2025, CSCSA averaged 17 days to open a case from the date of application or service request. To improve responsiveness, CSCSA will implement process improvements aimed at reducing the case opening timeframe to 5 business days in the current fiscal year, ensuring timely service delivery and increased customer satisfaction.	Ashley	5 Days	
<i>Increase percentage of cases with court orders established (FPM 2)</i>	CSCSA will reduce the number of cases without a court order by implementing staff training and establishing clear timeframes for initiating legal actions. These structured timelines will streamline processes and decrease the average number of days required to 225 to obtain a court order , enhancing service efficiency and legal compliance.	Ashley	94.5%	
			225 Days	

Objective	Description	Lead	Goal	Final
<i>Successful Implementation of FEM Final Rule</i>	In response to SB 343, which shifts child support order calculations from presumed income to earning capacity, CSCSA will update internal processes to meet new legal requirements. This change necessitates increased customer engagement and in-depth financial research. To ensure continuity and accuracy in court order establishment, caseworkers and legal staff will receive targeted training to build expertise and minimize service disruptions.	Ashley	New SOP Written and Implemented	
4.2 Improved Service Delivery and Increased Collections				
<i>Increase current child support (FPM 3)</i>	To improve collections and ensure timely support for families, caseworkers will conduct monthly reviews of the “EMP No IWO” and “No Payment” worklists in Tableau. These reviews will focus on cases with current support obligations where no payments have ever been made, as well as cases with no payments recorded during the current federal fiscal year. Targeted follow-up actions will be taken to address non-compliance and enhance payment outcomes.	Joette	70.0%	
<i>Increase number of payments on cases owing arrears (FPM 4)</i>			69.0%	
<i>Increase in total distributed collections (PI 4)</i>			\$11.2 million	
<i>Review presumed income court orders for modification</i>	CSCSA will conduct monthly reviews of the Tableau FEM Final Rule Presumed Orders Dashboard to identify cases where actual earnings data for the paying parent (PPS) can be verified. When actual earnings are found, caseworkers will initiate modifications to ensure court orders accurately reflect the parent’s earning capacity, improving fairness and compliance.	Joette	100% Compliance	
<i>Move from reactive to proactive case management</i>	Develop a proactive case management approach that uses Tableau dashboards and worklists to monitor, prioritize, and manage cases efficiently. Introduce the impacts of work performed to performance measures and practice indicators.	Christy	Staff Training and Implementation Complete	
<i>Streamline the meet and confer process</i>	To enhance courtroom efficiency and improve the customer experience, CSCSA will streamline the Meet and Confer process conducted between attorneys, court caseworkers, and customers prior to hearings. By reducing the time required for these meetings, CSCSA aims to facilitate more efficient hearings and minimize overall time spent in court for all parties involved.	Veronica	Meet & Confer Complete by 8:30 Court Start Time	