



FOREST COUNTY CHILD SUPPORT COMMITTEE MEETING MINUTES

COMMITTEE: CHILD SUPPORT COMMITTEE
DATE: WEDNESDAY, JULY 17, 2024
TIME: 6:00 P.M.
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Due to Committee Chair Miller's absence, Augustin called the meeting to order at 6:05 p.m.

ROLL CALL

Committee members present: Sam Augustin and Brooke Dewing
Committee members absent: Mike Miller, Child Support Committee Chair
Others present: Shannon Boney, Child Support Agency Director

APPROVE MEETING AGENDA

Motion by Dewing to waive reading the agenda, second by Augustin. All presenting voting AYE. Motion carried.

APPROVE MINUTES FROM THE DECEMBER 6, 2023, CHILD SUPPORT COMMITTEE MEETING

There were no former committee members available to approve the minutes from the December 6, 2023, Child Support Committee meeting as this committee has all new members now. Shannon explained that she sent the draft minutes to former committee members on January 3, 2024, however, she didn't receive any responses or requests for changes from any members. Motion by Augustin to approve the minutes based on there being no feedback from prior committee members on any possible changes that would need to be made, second by Dewing. All present voting AYE. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

None

OVERVIEW OF THE CHILD SUPPORT PROGRAM AND FUNDING SOURCES

Shannon provided the committee with a PowerPoint presentation, and provided an overview of the child support program, funding sources, and performance.

DEPARTMENT UPDATES

Shannon updated the committee regarding their Administrative Assistant position vacancy.

BUDGET UPDATE

Shannon provided the committee with a Budget Comparison Report which included revenues and expenses from CY2023, and a report from January through June 2024. Shannon explained that although the expenses are accurate through June, the State Aid Revenue balance only includes 66% FFP administrative cost reimbursement through March 2024 as the Child Support Agency is only reimbursed on a quarterly basis and the fourth quarter reimbursements won't be received until approximately July 30, 2024.

PERFORMANCE MEASURES UPDATE

Shannon updated members on the status of their performance and provided a handout regarding the CSA's performance for June 2024, which was the most recent report available. Shannon explained how the CSA's performance compared to the prior 2023 FFY.

REVIEW AND POSSIBLE APPROVAL OF TRAVEL/TRAINING REQUESTS FOR STAFF

There were no travel/training requests to approve at this time.

ANY OTHER BUSINESS AS PERMITTED BY LAW

None

DISCUSS POSSIBLE FUTURE AGENDA ITEMS

Shannon explained that this committee typically meets quarterly or sooner if there is something that needs committee approval. She indicated that the agency's 2025 Budget would need to be reviewed and approved by this committee in approximately September 2024. She will get a hold of the committee members to schedule a meeting when she has a better idea as to when they will need to meet to approve the budget.

Future agenda items include:

1. Child Support Agency 2025 Budget
2. 2023 Child Support Agency Annual Report

ADJOURNMENT

There being no further business, motion by Dewing to adjourn at 7:05 p.m., second by Augustin. All present voting AYE. Motion carried.