

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA #: *B-5

AGENDA DATE: January 31, 2017

SUBJECT:

Approval to Appoint Baljit Atwal as the Administrator of the Department of Child Support Services and Approve a Starting Salary Above the Midpoint of Salary Band G

BOARD ACTION AS FOLLOWS:

No. 2017-46

On motion of Supervisor Withrow, Seconded by Supervisor DeMartini
and approved by the following vote,

Ayes: Supervisors: Withrow, Monteith, DeMartini, and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: Olsen

Abstaining: Supervisor: None

1) X Approved as recommended

2) _____ Denied

3) _____ Approved as amended

4) _____ Other:


MOTION:

ATTEST:


ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Chief Executive Office BOARD AGENDA #: *B-5
Urgent Routine AGENDA DATE: January 31, 2017
CEO CONCURRENCE:  4/5 Vote Required: Yes No

SUBJECT:

Approval to Appoint Baljit Atwal as the Administrator of the Department of Child Support Services and Approve a Starting Salary Above the Midpoint of Salary Band G

STAFF RECOMMENDATIONS:

1. Appoint Baljit Atwal as the Administrator/Director of the Department of Child Support Services in Accordance with California Family Code Section 17304.
2. Authorize the starting salary for Baljit Atwal in the position of Administrator of the Department of Child Support Services above the midpoint of salary Band G (\$135,324.80).

DISCUSSION:

In 1999, Governor Davis signed legislation which reformed California's child support program. It established a new State Department of Child Support Services (DCSS) to provide program oversight and charged the State Director of DCSS with the responsibility of increasing collections and improving services to families. Additionally, the legislation provided that the State Director, in consultation with impacted counties, may consolidate county agencies into a single regional child support agency if the State Director determines that this consolidation will increase the efficiency of the program, provided each county has at least one local child support office accessible to the public (Family Code Section 17304(a)).

On July 11, 2000, the Board of Supervisors authorized the Chief Executive Office to establish a new County Department of Child Support Services pursuant to Family Code Section 17304 and add a new Department head position of Director (Administrator) of Child Support Services. Legislation requires the Administrator be appointed by the Board of Supervisors in each county.

Ms. Atwal was appointed as the Acting Director of the Stanislaus County Department of Child Support Services beginning June 6, 2016. During this time, Ms. Atwal has taken on all responsibilities and duties of the Director of Child Support Services position, in addition to continuing her role as the Assistant Director. Previous to the appointment as Acting Director, Ms. Atwal was promoted to the Assistant Director of Child Support Services on June 1, 2013. She has worked with the Department for 19 years and is engaged extensively with the Child Support program locally, statewide, and at the Federal level. Locally, she is involved with daily leadership and administrative duties of the department, and has overseen system conversions, business process redesign, and budgets. She works closely with the California State Department of Child Support Services and is a Board member of the California Child Support

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Directors Association (CSDA). She is also a member of the CSDA's Program, Policy, and Regulations Committee. Since 2012, Ms. Atwal has developed and overseen the Pathways To Self-Sufficiency (PASS) project, representing California in the National Child Support Parent Employment demonstration grant project (CSPED). The PASS grant has facilitated the Stanislaus Department of Child Support Services to further expand its reach to county partners and to develop collaborative partnerships in order to take a more proactive and holistic approach to supporting children and families in the community. Ms. Atwal holds a B.A. summa cum laude in Social Science, with concentrations in Economics and Political Science.

Ms. Atwal's current salary is \$117,166.40, along with an assignment pay of 10% for overseeing the day-to-day duties of the department. The new salary will incorporate the 10% out of class pay and a 5% increase for an annual salary of \$135,324.80.

POLICY ISSUE:

Board approval authorizing the appointment of Ms. Atwal should serve to continue to support the Board's priority of A Healthy Community.

FISCAL IMPACT:

There is no fiscal impact associated with this item as the Director's salary is included in the Department of Child Support Services annual budget.

BOARD OF SUPERVISORS' PRIORITY:

The recommended action is consistent with the Board priority of a Healthy Community which is committed to providing excellent community services.

STAFFING IMPACT:

Approval of this recommendation will allow the Director of the Department of Child Support Services to be filled with a highly qualified applicant.

CONTACT PERSON:

Stan Risen, Chief Executive Officer - Telephone: (209) 525-6333

ATTACHMENT(S):

None.