**NATIONAL COUNCIL OF CHILD SUPPORT DIRECTORS**

**February 2014 Executive Committee Meeting**

February 19, 2014

Present:

Laurie McGrath – President

Sharon Santilli – Vice President

Jim Fleming - Treasurer

Carol Eaton – Secretary

Benicia Rice - Past President

Region 1 – Jerry Joy

Region 2 – Eileen Stack

Region 3 – Craig Burshem

Region 4 – Charles Bryson

Region 5 - Jackie Scharping

Region 6 – Dan McDonald

Region 7 – Trisha Thomas

Region 8 – Liesa Stockdale

Region 10 – Kate Richardson

Committee Chairs:

Alisha Griffin, Medical Support

Ann Coffin, IRS Fraud

President McGrath welcomed directors and called the meeting to order at 3:30 PM ET.

**APPROVAL OF MINUTES**

The first order of business was review of the January 2014 minutes. Change was made to remove Steve from the list of OCSE Guests as he was an attendee from one of the states. There were no other comments or changes.

**TREASURER’S REPORT**

Jim Fleming reported the balance as of the end of January was $69,303.50. He stated there is a two-cent discrepancy between the Bank of America statement and our receipt for one of the deposits to the cruise company. Unless the Executive Committee feels strongly that it needs to be identified, he is going to leave identified as a bank error. There was no disagreement. See copy of the January 1, 2014 – January 31, 2014 Treasurer’s Report at the end of this document.

**MONTHLY CALL WITH OCSE**

**OMB Approval of the 157 –** OCSE indicated they are not looking at making significant changes as they are aware of the costs to programs when changes are made. They would like to hear from Directors once the revised forms are released. They should be coming out soon.

**NCCSD Annual Meeting** – Discussed what topics of interest they had for the conference. OCSE mentioned technology, best practices, data sharing, and what customers are telling us on ACA.

**STRATEGIC PLAN** - First phase of the project was a success. Phase 2 is starting which will be to work on specific topics and OCSE is hoping directors will volunteer to work on white papers. They are exploring white papers in the areas of medical support, program sustainability from a funding standpoint, interstate, tribal, data management, customer service, willingness vs ability to pay, right sizing orders, outreach, early intervention, case closure, staffing, and more.

**Upcoming Tribal Innovation Grants –** OCSE indicated there will be 8 awards for a total of $200,000.

**CMS and Medicaid application** – Spoke briefly with OCSE about problems states are having with the lack of non-custodial parent information on the Medicaid application. OCSE indicated they do realize that the application does not require information on the non-custodial parent and that incomplete cases cannot be sent to child support.

**Medical Support** – OCSE indicated fact sheets are coming soon.

**Quarterly calls with directors** - OCSE is interested in hearing what topics Directors would want to discuss on these calls.

Sharon indicated it would be helpful to get some guidance on the FPLS security agreement from OCSE. Laurie stated it may be helpful to put together questions regarding the implementation process rather than go through the questions we have already submitted.

Craig indicated we have not yet received answers from OCSE, IRS or Treasury on how the federal tax offsets were released, why it occurred, and what is being done to prevent it from happening again.

Laurie indicated we could highlight a few of the issues that have happened recently and talk with OCSE about how the communication could be improved so that directors get the answers we need. Laurie will work on a list of ideas for the quarterly calls that will be shared with all directors to vote on before the calls start.

**COMMITTEE REPORTS**

**Medical Support** – Next meeting is scheduled for March 3.

**NCCSD Website** – Carol Eaton indicated she is still working to sort out issues with the IV-D Director list serve to ensure all directors are receiving communication as they should as well as keeping the website updated. Carol also agreed to take the lead to schedule a call with Jeff Cohen and Kate Richardson to determine next steps in looking at issues directors are having that are preventing access to the current website due to issues with firewalls, etc.

**Finance Committee** – Jim indicated he has started the process of setting up a credit card vendor for the annual conference. The credit card should be ready by next week. The committee also recommended creation of a third level of sponsorship for the annual conference. They are working on updating the registration and sponsorship forms.

Sharon and Jim met with the auditor reviewing the NCCSD finances and he did not find any issues.

Jim has created a spreadsheet to keep track of conference expenses for the last several years including milestones of registrations that will track trends over time to help the NCCSD President quickly see if the registrations are ahead or behind of past years at the same point in time.

**IRS Fraud** - Ann Coffin reported she has the volunteers for the committee so she is now working to set the first meeting. She has compiled the best practices from the recent survey sent to states, and is close to having the Florida legal opinion on reversing collections ready that she hopes to be able to share with all states.

Laurie and Alisha met with the IRS in January regarding the impact the policy to reverse fraudulent collections has on small and large states. A few state also met recently with the Treasury Inspector General to express concern regarding the impact fraudulent returns are having on their states. They were able to produce data that showed the significant impact reversals have on states.

Alisha indicated that Donna Bonar, OCSE, asked why the Inspector General did not address the impact of fraudulent collections on the child support program in the last Inspector General report. They were advised it would be in the next report.

Laurie indicated that Ann did an excellent job of laying out how the child support program has done our part to identify fraudulent tax filings but we cannot accept all of the responsibility for IRS fraud. The information was also provided to TIGTA.

Ann indicated the Committee will summarize some of the talking points used at the various presentations at the first meeting and will share with all states to use.

**OLD BUSINESS**

**Ottawa Conference -** Alisha Griffin provided an updated on the conference she attended recently on behalf of the NCCSD. She indicated an email was sent to the Executive Committee on January 9 with her meeting notes and an attendance list. The conference was opened by OCSE who focused on tribal issues largely because the number of programs continues to grow. The majority of the meeting was spent discussing issues such as currency conversion, support orders, migration between Canada and the United States, and locate requests related to each Canadian province since each has different rules on how to do location. Canada does not have a centralized location database. There was also discussion regarding the fact that technology is changing the way we do business and that most orders require raised seals and how will we manage that in an electronic world.

Laurie asked if the NCCSD should consider funding attendance at this conference next year. Alisha indicated it would be useful if we were to work with them on a particular issue, for example, to create an IRG for Canadian provinces during the meeting.

**Last month’s security agreement call –** Jim Fleming indicated he is working on reviewing the comments received from a few of the directors and will be making suggested edits to submit to OCSE. He is looking at edits in the following areas:

* Reference to tribal programs
* Definition of child support program information (there is room to propose language to clarify the agreement – language is too broad)
* References to version of NIST that is out of date
* References to use of non-state devices
* 1-hour notification standards
* Compensatory controls
* Use of equipment in public facilities - what does this mean?

Jim indicated he spoke to Vicki Turetsky at the NCSEA Policy Forum and she is open to recommended changes from NCCSD. Vicki indicated even if a state responds and indicates that we are working on complying with the terms of the agreement, without signing the actual agreement, she would be ok with that. She recognizes that the process of reviewing the agreement with the state information technology staff will take time to do and to get their sign-off. All agreed that an update should be sent to all states so they are aware of the recent discussion with Vicki.

**IRS Disclosure Matrix –** Jim Fleming indicated there was a meeting with OCSE and IRS representatives last week to discuss the disclosure matrix. A lot of progress has been made with IRS on what information can be shared with the custodial parent. There are still several areas that need further discussion, such as sharing information with state auditors, contractors/IV-D tribes, IV-D administrators (entities performing IV-D services), and powers of attorney/interpreters. Areas that have not yet been discussed include, state IV-A, IV-B, IV-E, and title XIX human service agencies, and offsite storage facilities. Jim indicated some type of guidance under the auspices of IRS and OCSE will be disseminated on this through NCCSD.

**NEW BUSINESS**

**Update on SB1877 Comments –** Laurie indicated there was a recent call with directors to discuss most recent language. Appears there may be consensus on language for passport sanction, and to consider parenting time as a topic for the Task Force to review since it is a complex topic and there is a lot of concern among the directors about it being an unfunded mandate.

Alisha indicated she is working on proposed language to address the concerns regarding passport sanctions and will have out for directors to review soon and then will be drafting a letter for Laurie to send to Senate Finance on behalf of the NCCSD. The letter will also speak in support of those items in the bill that the NCCSD would like to be move forward.

**Update on Annual conference –** Laurie indicated she is working with Carol Eaton, Sharon Santilli, Craig Burshem, Jackie Scharping, Trisha Thomas and Benidia Rice to plan the conference in Boston. They are looking as possible panels on data analytics, managing programs with limited resources, overview of legislative changes, medical support, federal grants, interoperability/data sharing, and director’s roundtable. If anyone is interested in working on the planning committee or being on one of the panels, let Laurie know.

**Meeting adjourned.**

**NATIONAL COUNCIL OF CHILD SUPPORT DIRECTORS**

**TREASURER'S REPORT**

**Activity January 1, 2014- January 31, 2014**

Bank of America

Checking Account Balance as of 12/31/13 $ 23,066.02

**Deposits (electronic and check)**

 Total Deposits $ 0.00

**Checks Written & Electronic Debit**

1/2 Merchant Services monthly fee $ 20.00

1/3 Omni Parker House Hotel Debit $ 1,300.00

1/13 Check # 1045 NCCSD New account $ 20,000.00

 Bank Error (December statement) $ 0.02

 Total Debits $ 21,320.02

Bank of America Balance as of 12/31/31 $ 1,746.00

**Pending Items:**

Check Federal Express to New Treasurer $ 69.76

NCCSD accountant ($3113 total less $1000 deposit and $778.25 credit) $ 1,334.75

Wells Fargo

Checking Account Balance as of 1/1/14 $ 50,260.99

**Deposits/Credits**

1/13 Deposit BOA Check #1045 $ 20,000.00

1/31 Interest Payment $ 1.55

 Total Deposits $ 20,001.55

**Debits**

1/9 Honorarium – Arena Stage $ 125.00

1/21 Alisha Griffin – travel reimbursement to Canada $ 834.04

 Total Debits $ 959.04

Wells Fargo Balance as of 1/31/14 $ 69,303.50

**Pending Items:**

2/10 NCCSD dinner at Zaytina – Washington DC $ 4,324.32

2/12 Deposit ($60 x 2, $81 x 1) $ 201.00

2/13 Boston Harbor Cruise Deposit $ 2,257.50