

**Executive Committee Meeting**Thursday, March 18, 2021
Via Videoconference

**MINUTES**

3:00–4:30 PM Eastern • 2:00–3:30 PM Central • 1:00–2:30 PM Mountain • 12:00–1:30 PM Pacific

Members & Attendees

 **NAME ROLE(S) NAME ROLE(S)**

✓ Jim Fleming\* President, Employer Collaboration ✓ Carla West\* Region 4, Systems & Data

✓ Erin Frisch\* Past President, Region 5, Policy ✓ Jeremy Toulouse\* Region 6

✓ Michele Cristello\* Vice President, Audit ✓ Cindy Wiesen\* Region 7

✓ Kate Cooper Richardson\* Secretary, Website ✓ Chad Dexter\* Region 8

✓ Liesa Stockdale\* Treasurer, Finance A Heather Noble\* Region 9

✓ Karen Hebert\* Region 1, Mentoring ✓ Sharon Redmond\* Region 10

* Eileen Stack\* Region 2, Policy & Practice ✓ Robin Arnell Systems & Data Sharing

A Ted Mermigos\* Region 3 ✓ David Kilgore Public Relations

 *\*Voting member*

Welcome

* President Jim Fleming called the meeting to order

Roll Call

* Attendance as noted
* Quorum present
* Guest: Adam Norman, Annual Conference Program Committee co-chair

Approval of Minutes

* Executive Committee February 18, 2021 – *approved without changes*

Treasurer’s Report – *accepted*

* Earned interest and bankcard fee only activity
* $82,914 balance
* In good shape for conference

President’s Report – *accepted*

* On February 26, OCSE shared final incentive pool numbers for FY 2019 through FY 2021; helps states predict their upcoming portion of pool
* NCCSD’s monthly meeting with OCSE held March 1, 2021
	+ EIP reversals and PEP penalties remain open items
* Senators Wyden and Thune reintroduced their legislation to expand federal offset services to tribes, make beneficial updates to the IRS confidentiality provisions that apply to offset; NCCSD is already on record supporting these changes
* Info on American Recovery Act distributed March 10
	+ IRS FAQs confirm $1400 payments exempt from offset as an advance; Recovery Rebate Credit will be offset
* Still waiting for a meeting between OCSE, BFS, IRS on remaining offsets owed to injured spouses from EIP offsets
* OCSE provided additional information regarding timing of PEP penalty warning letters and corrective action period.
	+ Warning letters not issued until after the audits for FY 2020 are completed, which would be after the corrective action period
	+ Michele (MA) will seek clarification
* Liesa (UT) and Jim met with Matt Lyons and Ann Flagg from APHSA on March 4 regarding PEP penalties and the Strengthening Families for Support Act.
	+ APHSA wants to meet again with NCCSD leadership again, then on temporary basis with a group of directors
	+ Will schedule another meeting
	+ Eileen (NY): really need APHSA bridge to help us get out of silos
* Annual conference
	+ The AV company that works with the Medora Foundation provided quote of $28,665 minus a $10,032.75 new-client discount
		- Will follow up on less elaborate solution
	+ 2020 budget for the annual meeting updated with $1 per meal added for price increases and some additional amounts in contingency to cover AV
	+ Most costs are food and beverage, so attendance levels not critical on net gain or loss if sponsorships strong
	+ Several sponsors already reached out, interest appears high for in-person meeting once again.
	+ With vaccine rollout and lack of restrictions in ND, optimism prevails
	+ 2021 Annual Meeting and Conference proposed charges:
		- $425 registration – $400 early-bird
		- Monday BBQ guest: $35
		- Tuesday Pitchfork fondue guest: $45
		- Tuesday Outdoor musical guest: $45
		- Sponsorship: $1500, $1000, and $500
* At the last Huddle, suggestion for new director training in Bismarck following annual conference
	+ Would be feasible
	+ Could ask OCSE about using the material it sponsored in 2019 and hire the presenters OCSE used
	+ Eight new directors since September 2019, four states (IA, IL, PR, GA) have acting directors
* Bylaws: Need a bit of update, may look at sponsorship levels then

Committee Reports

* Audit Workgroup – Michele
	+ Favorite topic!
	+ Always 2 steps forward, 1 back
	+ OCSE still hasn’t gotten back to group
	+ In the meantime, discussing:
		- How to turn info into a project for delivery for directors
		- Collaboration with Mentoring Committee, important process for new directors
		- Including info in Director Guide
		- If there’s a new director training, should be included
		- Another idea: workshop 2x a year, informal training – get in a rhythm, operates as support group
		- Sharing findings among states, what they’re seeing
			1. Similar in that the matters are minutiae
			2. Therefore sometimes don’t fight battle
			3. Clearly similar “flavors”
	+ Will keep pressing on OCSE, keep accountable about walking the talk
	+ Mona Ferrell (OCSE) surprised that there’s an NCCSD committee on audits
	+ Karen (NH): Keep on keepin’ on—asked for technical assistance, and it’s like OCSE had never been asked before
	+ Jeremy (NM): Keep carrying the torch—we must keep talking, it’s a waste of time to hang on minutiae, keep making changes
* Child Support-Employer Collaboration Workgroup – Jim
	+ Workgroup met this morning
	+ VOE discussion
	+ Will be disseminating the draft standard VOE to all directors—take to your team, provide comment
	+ Looking to convert to standard response, includes independent contractors
	+ Eileen: appreciates Jim’s leadership, making progress
* Finance Committee – Liesa
	+ Filed annual registered agent form in VA (Craig Burshem took over as registered agent after Nick Young retired, continuing the service)
* Joint Committee on Public Relations – David
	+ Karen and David hosted NCSEA Idea Exchange
		- Lively discussion, lots of ideas, although not necessarily what expected
	+ OCSE had stepped away due to “other priorities” but rejoined this meeting
	+ Ready to release talking points/elevator speech, but OCSE wanted to review, update
* Mentoring Committee – Karen
	+ Discussed what are the foundational items that should come first for directors
		- Then the 60-90 days later, and so forth
	+ Plan to develop guide at high-level, with links to resources
	+ Huddles going very well, even with lots of schedule conflicts
		- Notes for topics for annual conference
* Policy & Practice Committee – Eileen/Erin
	+ Met Mar 4, subcommittee updates
	+ Administrative enforcement options subcommittee most active
		- Keeping focus on scope, not too broad
		- Putting together a survey to ascertain what we want to know, what states did do during pandemic, turned off, turned on
		- “Channeling Carol Eaton” 😉
	+ Discussing federal priorities, robust discussions what to include
		- Jim, Erin, Eileen working on document to use with committee and Exec Committee
		- Format – subtopics, focusing on operational efficiencies, economic justice
		- Recognizing that will work for recommendations to both new commissioner and to Congress
* System Modernization & Data Sharing Workgroup – Robin/Carla
	+ Carla taking a sabbatical as co-chair, but keeping finger on pulse
	+ Workgroup still planning for state systems “lessons learned” webinars
	+ Lots of time putting together a survey with sub-topics, going out soon
	+ Raghavan Varadachari (OCSE): Hoping to post information so it’s accessible—not on NCSSD website
* Website Committee – Kate
	+ No report
	+ Need to add more info to resource page

Unfinished Business

* Reversals of offsets of EIP for joint filers
	+ Waiver extensions – any remaining anticipated reversals? OCSE scheduling meeting with BFS, IRS
		- HI was told form not necessary, but only 90 days
		- WV sent request for waiver
		- Erin (MI): need to push on IRS to identify what is stimulus $ and what isn’t—apparently IRS has technical ability, but will not share—in MI, 30% first-time filers—which triggers for fraud, but most amounts are $600 or $1400—but some are $15,000, $20,000 refunds
	+ Will IRS reconcile Recovery Rebate Credits with eligibility for payments and later reverse excess amounts claimed by the taxpayer?
		- MI’s fraud trigger: hasn’t filed in 3 or more years, would send to IRS to confirm—now will hold, not send to IRS because don’t want to wait on IRS
* Annual meeting and conference budget – Adam/Sharon
	+ Still planning in-person conference in July
	+ Had kickoff meeting with members of planning committee, meeting every 2 weeks
	+ Taken care of some of the administrative parts—now can focus on sessions
	+ Lots of ideas for sessions, 20+
	+ Will hone list to most meaningful, high value
	+ Pretty exciting to have so many options, taking things from other sources and operationalizing
	+ Erin: Is committee planning on survey with directors in advance for attendance?
		- May stagger registration and see what develops
* Annual conference budget
	+ Shared spreadsheet via screen
	+ Revenue
		- No Employer Symposium
		- Early discount
		- $73,925
		- Erin: suggesting $25k for sponsorships
	+ Expenses
		- $68,722
		- $5,200 surplus
		- Additional attendees over 125
		- If don’t hit target attendance, lose about $75/person
	+ Discussed whether to charge directors if have alternative option—agreed charge would be appropriate
	+ Reviewed schedule
	+ **Motion**: Jeremy (NM) to approve budget, Erin (MI) seconded
		- Carried unanimously

New Business

* Letter from American Payroll Association regarding e-NMSN
	+ Would like to digitize
	+ Will carry forward
* Kate: Note Konitra Jack (LA) listserv email regarding Congressional legislation that includes child support directed to federal corrections for inmates with babies co-housed

Next Meeting – April 15, 2021 at 2:00 PM Central

*Meeting adjourned at 3:37 PM Central*

*Minutes respectfully submitted by Kate Cooper Richardson, NCCSD Secretary*