

## National Council of Child Support Directors (NCCSD) Child Support-Employer Collaboration Workgroup Charter

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### **Purpose**

NCCSD's Child Support-Employer Collaboration Workgroup will identify tasks, and develop a strategy to accomplish those tasks, to improve shared employer and child support agency processes to establish and enforce child support orders.

### **Goals/Activities**

Work toward consensus among members on the project goals including:

- Review the 2019 Employer Symposium Report and identify “pain points” and areas of improvement for employers and child support agencies not addressed in the report.
- Confirm decision documented at the Symposium to pursue or not to pursue activity to improve process.
- Prioritize activities to pursue.
- Develop an approach to accomplish activities that will result in improved processes for employers and child support agencies.
- Determine whether there is a need for state or federal legislation to accomplish the goals and if so, the process for pursuing legislation.
- Improve processes for employer and child support agencies.
- Improve employer reporting and withholding compliance.
- Increase child support collections.

### **Considerations**

- Costs—potential system changes for child support agencies and employers
- Impact on child support agency procedures (administrative, judicial)
- Impact on employers and employees
- Impact on courts and private attorneys
- Impact on families served

### **Project Outcome**

The process will be considered a success if:

- The workgroup establishes a clear, consensus-based approach to accomplish activities that will result in improved processes for employers and child support agencies.
- The child support and employer communities accept the approach and agree to pursue the path required to implement the processes.
- Appropriate child support and employer/payroll/HR representatives are involved throughout the process to ensure buy-in to implement the activities to improve processes.
- Improved processes for employer and child support agencies.
- Improved employer reporting and withholding compliance.

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**Terms of Membership and Roles and Responsibilities**

The active participation and commitment of workgroup members is crucial to the success of this effort. The workgroup participants agree to, and will be responsible for the following:

- participating in the teleconferences,
- serving as the spokesperson for their respective community (child support agencies and employer/payroll/HR) and communicating comments, questions and feedback,
- investigating and providing details about current state and employer processes or issues,
- reviewing and commenting on documentation, and
- being prepared for conference calls and meetings.

**Convening Meetings**

- Meetings will be held monthly.
- It is anticipated that there will be ten meetings.
- Workgroup members will be informed of meetings through email.
- Meeting notes will be captured and distributed to the workgroup prior to each call.

**Decision Making**

The workgroup is tasked to develop an approach to accomplish activities that will result in improved processes for employers and child support agencies. In those areas where decisions are required, members will strive to reach agreement by consensus at a level that indicates that all partners are willing to “live with” the proposed recommendation. If agreement cannot be reached on a particular topic, it will be documented in meeting notes.