

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

DEPT: Chief Executive Office

BOARD AGENDA # \*B-7

Urgent

Routine

AGENDA DATE January 29, 2013

CEO Concurs with Recommendation YES  NO

4/5 Vote Required YES  NO

*prt*  
(Information Attached)

SUBJECT:

Approval to Appoint Tamara Thomas as the Administrator of the Department of Child Support Services in Accordance with California Family Code Section 17304 and Approve a Starting Salary Above the Midpoint of Salary Band G (\$140,504 Annually)

STAFF RECOMMENDATIONS:

1. Appoint Tamara Thomas 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 Tamara Thomas in the position of Administrator of the Department of Child Support Service above the midpoint of salary Band G (\$140,504 annually).

FISCAL IMPACT:

The Band in the Salary and Position Allocation for the Department Head position of Director of Child Support Services is \$104,644 to \$156,977 annually. The cost of the position is budgeted in the Department of Child Support Services Budget. The recommended salary for Ms. Thomas will result in a salary increase of approximately \$2,316 for the remainder of the fiscal year.

- Continued on Page 2 -

BOARD ACTION AS FOLLOWS:

No. 2013-42

On motion of Supervisor Withrow, Seconded by Supervisor Monteith

and approved by the following vote,

Ayes: Supervisors: O'Brien, Withrow, Monteith, De Martini and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2)        Denied

3)        Approved as amended

4)        Other:

MOTION:

ATTEST: Christine Ferraro  
CHRISTINE FERRARO TALLMAN, Clerk

File No.

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Page 2

**FISCAL IMPACT (Continued):**

The Director of Child Support position was previously in Band H (\$128,253-\$192,358 annually) in recognition that the minimum qualification included licensure by the California State Bar. The Board of Supervisors approved a change in Band on May 1, 2012. Based on salary and classification survey data, the classification was changed to Band G (\$104,644 - \$156,977 annually) and the minimum qualification of licensure by the California State Bar was removed from the job specification.

**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.

In March of 2010, the Director of Child Support Services resigned from County service. At that time the Chief Executive Officer was appointed as the Interim Administrator of the Department of Child Support Services in accordance with Family Code Section 17304. On May 1, 2012, the Board of Supervisors approved a downgrade of the position from Band H to Band G.

In August of 2012 a recruitment was opened to fill the position of Director of the Department of Child Support Services. At this time, the Chief Executive Office requests Board approval to appoint Tamara Thomas as Administrator of the Department of Child Support Services in accordance with California Family Code Section 17304. Ms. Thomas has close to 24 years of experience with the Department in increasingly responsible positions. Currently Ms. Thomas is the Assistant Director of the Department and has been overseeing its day-to-day operations since the previous Director left in 2010.

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Page 3

Ms. Thomas current salary is \$121,638 annually prior to the 6% salary deduction. She has been receiving 10% out-of-class pay for overseeing the day-to-day duties of the department since 2010. Her new salary will incorporate the 10% out-of-class pay and a 5% increase for an annual salary of \$140,504 with rounding. With the 6% salary deduction that has been implemented for all classifications effective July 1, 2012, her salary will be \$132,075.76.

**POLICY ISSUES:**

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

**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:**

Patricia Hill Thomas, Chief Operations Officer. Telephone: (209) 525-6333