SHELBY COUNTY BOARD OF COMMISSIONERS
AGENDA ROUTE SHEET

Referred to Commission Committee: _____

For Commission Action on: _____

DESCRIPTION OF ITEM:

RESOLUTION APPROVING A GRANT CONTRACT WITH THE TENNESSEE DEPARTMENT OF HUMAN SERVICES IN THE AMOUNT OF $596, 466 FOR THE SERVICE OF PROCESS, AMENDING THE FY 2009 – 2010 OPERATING BUDGET OF THE JUVENILE COURT CLERK'S OFFICE SO AS TO AMEND THE POSITION CONTROL BUDGET, AND APPROPRIATING SAID FUNDS. THIS RESOLUTION REQUIRES THE EXPENDITURE OF $596, 466 FROM THE CHILD SUPPORT TITLE IV-D GRANT FUND AND $307, 271 IN A COUNTY MATCH FROM THE GENERAL FUND. SPONSORED BY COMMISSIONER SIDNEY CHISM.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

__X__ This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds (Local Match): $ 307,271 ; County CIP Funds- $_____

Federal thru State Grant Funds: $596,466; State Gas Tax Funds: $_____

Federal Grant Funds: $_____ State Grant Funds: $_____

Other funds (Specify source and amount): $_____

Other pass-thru funds (Specify source and amount): $ _____

Originating Department: **Juvenile Court Clerk's Office**

APPROVAL:

Dept. Head:	(Type your name & phone #.)	(Initials)	(Date)
Elected Official:	Steve Stamson 405-8809 (Type your name & phone #.)	(Initials)	6-17-09 (Date)
Division Director:	(Type your name & phone #.)	(Initials)	(Date)
CIP – A&F Director:	(Type your name & phone #.)	(Initials)	(Date)
Finance Dept.	Mike Swift (Type your name & phone #.)	MAS (Initials)	6/17/09 (Date)
County Attorney:	Lisa Kelly (Type your name & phone #.)	LK (Initials)	6-17-09 (Date)
CAO/Mayor:	James F. Huntzicker (Type your name & phone #.)	(Initials)	6-17-09 (Date)

Summary Sheet

I. Description of Item

The Juvenile Court Clerk's Office has an agreement with the Tennessee Department of Human Services for service of process which will end on June 30, 2009 and we are requesting this grant contract be renewed for FY 2009-2010.

The Grant shall perform service of all Title IV-D related process papers and subpoenas properly issued by the Memphis and Shelby County Juvenile Court; the Grantee shall document into the State TCSES system the outcome of all IV-D related process papers received within 48 hours of the occurrence; the Grantee shall at a minimum execute "successful service" on 50% of all issued process and subpoenas under the Title IV-D Child Support Program.

II. Source and amount of Funding

Tennessee Department of Human Services, 66%	$596,466.00
Shelby County Government, 34% (Local Match)	$307,271.00
Total Program Budget	$903, 737.00

III. Additional Information Relevant for Approval of this item

The department recommends approval of this item.

ITEM NO: _____ PREPARED BY: Joy Touliatos

APPROVED BY: Lisa Kelly

RESOLUTION APPROVING A GRANT CONTRACT WITH THE TENNESSEE DEPARTMENT OF HUMAN SERVICES IN THE AMOUNT OF $596, 466 FOR THE SERVICE OF PROCESS, AMENDING THE FY 2009 – 2010 OPERATING BUDGET OF THE JUVENILE COURT CLERK'S OFFICE SO AS TO AMEND THE POSITION CONTROL BUDGET, AND APPROPRIATING SAID FUNDS. THIS RESOLUTION REQUIRES THE EXPENDITURE OF $596, 466 FROM THE CHILD SUPPORT TITLE IV-D GRANT FUND AND $307, 271 IN A COUNTY MATCH FROM THE GENERAL FUND. SPONSORED BY COMMISSIONER SIDNEY CHISM.

WHEREAS, The State of Tennessee Department of Human Services has made available to the Juvenile Court Clerk's Office of Memphis and Shelby County a grant related to the Child Support Title IV-D for the provision of serving all process for the Juvenile Court; and

WHEREAS, The budget period for this grant contract is July 1, 2009 through June 30, 2010; and

WHEREAS, The total cost for this program is $907,737 with the funding for this grant contract at 66% State funding and 34% County funding.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHLEBY COUNTY, TENNESSEE,
That the grant contract with the Tennessee Department of Human Services is hereby approved.

BE IT FURTHER RESOLVED, That the FY 2009 – 2010 Operating Budget of the Juvenile Court Clerk's Office is hereby amended so as to amend the Position Control Budget per Exhibit A which is attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, That the funds are hereby appropriated per Exhibit B, which is attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, That the County Mayor is hereby authorized to execute the heretofore referenced contract on behalf of Shelby County Government, executed copy of which is to be placed on file in the Purchasing Department.

BE IT FURTHER RESOLVED, That the Mayor and the Director of Administration and Finance are hereby authorized to issue their warrant or warrants in an amount not to exceed $903,737.00 for the purposes contained in this resolution and to take proper credit in their accounting therefore.

BE IT FURTHER RESOLVED, That this Resolution shall take effect from and after the date it shall have been enacted according to due process of law, the public welfare requiring it.

_____
A C Wharton Jr., County Mayor

Date: _____

ATTEST:

_____
Clerk of County Commision

ADOPTED: _____

EXHIBIT A

Juvenile Court Clerk's Office
Budget Amendment - Title IV-D DHS Grant
July 1, 2009 - June 30, 2010

FUND/ORG: 163-706101
Title IV-D Grant

Account Number	Description	Current Budget	Adjustment	Budget As Amended
4330	Grants - State of Tennessee	(527,131)	(69,335)	(596,466)
5102	Salaries and Labor	445,262	56,304	501,566
5254	Overtime	7,000	-	7,000
5510	Retirment Benefits	32,281	4,082	36,363
5511	OPEB Benefits	33,395	4,223	37,618
5516	Medicare _ MQFE	6,558	816	7,374
5520	Group Life Insurance	3,028	383	3,411
5540	Group Health Insurance - PPO	-	-	
5543	HMO Insurance	82,924	10,115	93,039
5560	Long Term Disability	7,124	901	8,025
5591	OJI Expense	6,902	873	7,775
5592	Unemployment Comp	1,465	185	1,650
6006	Apparel - Employees	8,000	-	8,000
6016	Data Processing Supplies	2,000	-	2,000
6052	Office Supplies	2,000	-	2,000
6054	Paper Products	500	-	500
6064	Phot, Maps, Blueprints	250	-	250
6072	Safety Supplies	2,000	-	2,000
6419	Education & Training Exp	1,325	-	1,325
6446	Local Transportation	50,000	-	50,000
6459	Postage & Mail Services	16,000	14,000	30,000
6462	Publications	750	-	750
6467	Travel - Training Related	3,000	-	3,000
6727	Equipment Rental	2,000	-	2,000
6750	Telecommunications	2,000	-	2,000
			-	
9601	TR/F General Fund	(279,835)	(27,436)	(307,271)
9801	TR/T General Fund	6,000	-	6,000
9802	TR/T Gen Fund - Salaries	27,746	-	27,746
9803	TR/T Gen Fund - Fringes	7,586	-	7,586
9804	TR/T Gen Fund Indir. Cost	49,870	4,889	54,759
		0	0	0

EXHIBIT A

Juvenile Court Clerk's Office
Budget Amendment - Title IV-D DHS Grant
July 1, 2009 - June 30, 2010

FUND/ORG: 037-706101
Juvenile Court Clerk

Account Number	Description	Current Budget	Adjustment	Budget As Amended
	Revenue			
4340	State of Tennessee Reimburse.	(725,000)	-	(725,000)
4640	Juvenile Court Fees	(600,000)	-	(600,000)
51XX	Salaries and Labor	3,482,709	-	3,482,709
52XX	Other Compensation	56,042	-	56,042
55XX	Fringe Benefits	1,270,367	-	1,270,367
56XX	Lapse Restriction	(152,036)	-	(152,036)
60XX	Supplies and Materials	173,300	-	173,300
64XX	Services	92,750	-	92,750
66XX	Professional Services	171,000	-	171,000
67XX	Rent, Utilitie and Maintenance	119,100	-	119,100
68XX	Interfund Services	89,500	-	89,500
	Capital Asset Acquisitions			
7003	Electronic & Computer Equip.	22,547	(22,547)	-
7006	Passenger Vehicles	-		-
	Operating Transfers In			
9636	TR/F State Grant Funds	(6,000)	-	(6,000)
9637	TR/F State Grant - Salaries	(27,746)	-	(27,746)
9638	TR/F State Grant Fund-Fri	(7,586)	-	(7,586)
9639	TR/F State Grant- Ind/Cost	(49,870)	(4,889)	(54,759)
	Operating Transfers Out			
9836	TR/T State Grant Funds	279,835	27,436	307,271
		4,188,912	-	4,188,912

EXHIBIT B

Juvenile Court Clerk's Office
Budget Amendment - Title IV-D DHS Grant
Personnel
Fund/Organization Code: 163-706101
Title IV-D Grant
July 1, 2009 - June 30, 2010

Position Number	Job Title	Current Budget	Changes	Revised Budget
020462	Process IV-D Facilitator	42,355.00		42,355.00
030346	TCSES Clerk	31,038.00		31,038.00
860709	TCSES Clerk	31,038.00		31,038.00
960023	TCSES Clerk	31,038.00		31,038.00
060112	Process Officer I	34,153.00		34,153.00
060113	Process Officer I	34,153.00		34,153.00
080556	Process Officer I	32,562.00		32,562.00
860404	Process Officer I	34,153.00		34,153.00
861648	Process Officer I	34,153.00		34,153.00
861732	Process Officer I	34,153.00		34,153.00
862972	Process Officer I	34,153.00		34,153.00
863387	Process Officer I	34,153.00		34,153.00
080555	Process Officer II	38,160.00		38,160.00
New	Deputy Court Clerk (new)		28,152.00	28,152.00
New	Deputy Court Clerk (new)		28,152.00	28,152.00
		445,262.00	56,304.00	501,566.00

FRINGE BENEFIT CALCULATIONS - Maintenance Level
FY10 Maintenance Level Budget (Form PCB-3)

Fund-Org #: _____ **Cost Center #** _____ **Date:** _____

Instructions *: Fringe Benefits will be calculated automatically on this form for any FY10 salary changes listed on PCB-1 for Permanent/Durational or Temporary employees. Health insurance does not change for salary adjustments - only for new positions requested on PCB-6 for Increase Levels.*

PCB-1	ACCOUNT 5102 - PERMANENT OR DURATIONAL EMPLOYEES					Pension	OPEB	FICA	MQFE	Group Life	LTD	OJI	Unemploy	Total	
	Position Number	Position Title	# of Positions	Salary Change	Health Insurance	7.250% 5510	7.500% 5511	6.200% 5515	1.450% 5516	0.680% 5520	1.600% 5560	1.550% 5591	0.329% 5592	Fringe Cost	TOTAL
1)		Two positions	2	56,304	10,115	4,082	4,223	N/A	816	383	901	873	185	21,578	77,882
2)						0	0	N/A	0	0	0	0	0	0	-
3)						0	0	N/A	0	0	0	0	0	0	-
4)				-		0	0	N/A	0	0	0	0	0	0	-
5)						0	0	N/A	0	0	0	0	0	0	-
6)						0	0	N/A	0	0	0	0	0	0	-
7)						0	0	N/A	0	0	0	0	0	0	-
8)						0	0	N/A	0	0	0	0	0	0	-
9)						0	0	N/A	0	0	0	0	0	0	
10)						0	0	N/A	0	0	0	0	0	0	
11)						0	0	N/A	0	0	0	0	0	0	
12)						0	0	N/A	0	0	0	0	0	0	
	TOTAL PERMANENT:		2	56,304	N/A	4,082	4,223	N/A	816	383	901	873	185	21,578	77,882

PCB-1 TEMP	ACCOUNT 5109 - TEMPORARY EMPLOYEES					5510	5511	5515	5516	5520	5560	5591	5592	TOTAL
1)	0	0		-	N/A	N/A	N/A	0	0	N/A	N/A	0	0	0
2)	0	0		-	N/A	N/A	N/A	0	0	N/A	N/A	0	0	0
3)	0	0		-	N/A	N/A	N/A	0	0	N/A	N/A	0	0	0
4)	0	0		-	N/A	N/A	N/A	0	0	N/A	N/A	0	0	0
5)	0	0		-	N/A	N/A	N/A	0	0	N/A	N/A	0	0	0
	TOTAL TEMPORARY:		0	-	N/A	N/A	N/A	0	0	N/A	N/A	0	0	0
	GRAND TOTAL:		2	56,304	N/A	4,082	4,223	0	816	383	901	873	185	21,578