

**GEORGIA CHILD SUPPORT GUIDELINES COMMISSION,  
FORMS SUBCOMMITTEE**

**Summary of Subcommittee Meeting Minutes**

**August 12, 2005**

Senator Seth Harp, Chair of the Forms Subcommittee, called the initial meeting of this Subcommittee to order shortly following the adjournment of the Full Commission Meeting on Friday, August 12, 2005. Subcommittee Members and other Commission Members in attendance were as follows: Senator Seth Harp; Representative Earl Ehrhart; Judge A. Quillian Baldwin, Jr.; Judge Louisa Abbot; Judge Debra Bernes; and Judge R. Michael Key. Senator Harp also introduced Cindy Moss, Manager of State Operations for Child Support Enforcement, as a special guest and speaker. This meeting was open to the public.

Senator Harp said that this Subcommittee's purpose is to examine and possibly develop the various forms that will be used to calculate child support and associated with the process. For example, this Subcommittee may want to look at the Financial Affidavit, which is utilized by all who practice or hear domestic relations matters. The information found on the affidavit may be accessed by the trial court when calculating child support. However, there was agreement among the Subcommittee Members that there has been widespread discontent with the financial affidavit. While discarding the financial affidavit or mandating timely filing of this information is beyond the powers and duties of this Subcommittee, reviewing the information that can be provided on the financial affidavit may be helpful when assessing the need and creation of forms in conjunction with House Bill 221. As to such forms which will need to be created, the Subcommittee addressed the need for the following forms:

**I. Electronic Calculator**

Cindy Moss provided the Subcommittee with information on the benefits of Child Support Enforcement developing the electronic calculator which is anticipated under the Income Shares model. Ms. Moss reported that the technology and architecture of the system is already in place. In addition, Child Support Enforcement can utilize federal funds through a match funding program to develop the calculator. Representative Ehrhart agreed that this project can be mutually beneficial to both the Commission and Child Support Enforcement. In addition, leveraging federal funds can provide the revenue source to have computer kiosks in courthouses to aid the potential pro se litigants. Further, computers are already provided with administrative support at Child Support Enforcement's various seventy (70) offices throughout the state. Representative Ehrhart asked Ms. Moss for approximate costs in developing the calculator and associated components, including kiosks, and requested that she provide a copy of deliverables to this Subcommittee. Office of Child Support Enforcement, a division of DHR, will also need to assess their 2006 budget proposal to identify the state match funding for this project. The proposal may need to span over a two year time table to meet budget constraints. Ms. Moss said her agency will issue a RFP to contract with vendors who will assist in developing the software.

## **II. Work Sheets**

Ms. Moss also stated that the Office of Child Support Enforcement will be involved in the development of work sheets, which will resemble the end product of the electronic calculator. To this end, Senator Harp requested that Ms. Moss meet with representatives from the State Bar's Family Law Section, Judiciary and PSI to ensure each group's input.

## **III. Associated Work Sheets**

There was also discussion about additional work sheets anticipated or mentioned in House Bill 221 which need to be developed. This includes an Adjusted Gross Income Work Sheet with or without a section for a theoretical support order. There was also some discussion about a parenting time calculator. Ms. Moss said that her office is already in the process, with the assistance of the Guidelines Staff, looking at nationwide best practices in regard to forms, and then adapt it for Georgia.

At the next meeting, Ms. Moss will provide her proposals. The Subcommittee also discussed whether it wants to make a recommendation for a revision to the case disposition form or mandating its submission electronically. However, this may require legislative action.

The meeting was adjourned.