

Georgia Commission on Child Support, Economic Subcommittee, List of Action Items for 2022 Economic Study

Item	Task Assigned To	Description	Details and Notes	Due Date	Task Status
1		Economic Subcommittee Meetings	First meeting for the 2022 study set for Friday, June 4, 2021, 9 - 10 a.m.	6/4/2021	Pending
2		Commission Meetings	Be prepared to schedule Commission, Statute Review, and Economic Study Committee meetings, as needed.		TBD
3		Invite Commission Members and others to Public Input Sessions	Invite Commission members to attend all public input sessions; staff will attend; also invite DCSS, Holly Carter, and Jason Naunus.		TBD
4		Purpose and Objectives of Economic Subcommittee	Item on 6/4 agenda.	6/4/2021	
5		Federal Requirements; Public Input; Listening Sessions	45 CFR 302.56(h)(3), requires we provide a meaningful opportunity for public input on the guidelines and table, including input from low-income parents, and DCSS. We will hold all public meetings or listening sessions on _____ and _____.	6/4/2021	
6		Public Notice on Commission Website	Latoinna and Elaine work with AOC webmasters on creating process on CS Commission website to collect public comments on quadrennial review; include a link for commentss only and/or to register and participate in a public listening session to make comments. Formulate messages for website; add the message on the calculator home page. As soon as we know the two listening session dates, begin this process.		

7		Public Input Meeting Notices	Work with AOC Communications on a statewide press release concerning public input. Treat each listening session as a meeting; will need our usual meeting notice; record for meeting minutes during public listening sessions.		
8		Conduct Public Listening Sessions virtually	These will be virtual listening sessions; will be conducted by Chair, staff, and subcommittee.		
9		Contract for Economic Study and Report	Contract with economist selected by subcommittee; determine dates for economist to submit 1) draft report for our review and 2) report for Commission to review. Authority for "no bid" on contract is OCGA 19-6-53(c). Refer to Jessica Farah, AOC Attorney, for preparation of contract with economist, including scope of service.		
10		Determine Georgia Counties to be Included in Case sampling	Dr. Tutterow will determine algorithm for use with the 2022 case sampling, including DCSS cases with pay summaries; may include conversation with economist.		
11		Organize Case Sampling Spreadsheet	Organize the case sampling spreadsheet for ease of use and collecting data for the study. Retain existing data elements, and make certain we capture LID, Imputed Income and, Default orders, among other items in 45 CFR 302.56. We also need to collect payment info. Determine if any new data elements need to be added or if there are data elements that can be removed.		

12		Clerk's Letter, Private Cases	Draft a letter to the 12 clerks for Judge Key's signature that will be mailed to the clerk's asking for their cooperation in gathering orders/WS for case sampling, and will include a due date for the return of the orders/WS. This excludes DCSS order/worksheets. We will collect temporary, final, and orders entered in modification actions. Some will include Addendums.		
13		Collect DCSS Orders/WS	Communicate with DCSS to request their orders/worksheets. Worked with Ryan Bradley on task in 2018; we gathered the data by 1/31/18.		
14		Review Orders/WS	Review orders and CS worksheets as they are received from clerks and DCSS, recording information in spreadsheet.		
15		Submit case sampling data to economist	Determine this date based on contract time frame requirements; work with economist on any questions regarding data.		
16		Hold Commission Meeting to review draft report from economist	Schedule this meeting in future; Commission will review, request edits as needed, set date for final report from economist.	TBD	
17		Report Distribution	Deliver the Commission report in January 2023 to the legislature at the start of session, along with any proposed legislation. Transmit soft copy of report to DCSS, federal OCSE, all Commission members, GA Gov, Legislature.		
18		Legislation	If the Commission votes to change the table, we will need a bill for the 2023 legislative session.		

19		Calculator	If the table changes and a bill is passed by the 2023 legislature, we will coordinate the update of the table in the calculator with vendor. May require separate contract for this work - review contract scope.		
Counties included in Case Sampling: To be determined.					
Disclaimer: Nothing in this document is binding and the content is subject to change.					