

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

P.O. Box 419064, Rancho Cordova, CA 95741-9064



April 23, 2007

CSS LETTER: 07-05

ALL IV-D DIRECTORS  
 ALL COUNTY ADMINISTRATIVE OFFICERS  
 ALL BOARDS OF SUPERVISORS

SUBJECT: MANDATORY PRE-CONSORTIA SYSTEMS SHUTDOWN

The purpose of this letter is to direct Local Child Support Agencies (LCSAs) to retire all pre-consortia legacy (aka legacy-legacy) child support systems or system data no later than June 30, 2007.

The Department of Child Support Services (DCSS) has been actively working with LCSAs on retirement of pre-consortia legacy data and systems that support access to the data since 2003. The pre-consortia legacy data primarily consists of detail financial transaction information for child support cases that was not converted to one of the six federally-approved consortia systems.<sup>1</sup> As part of the California Child Support Automation System (CCSAS) Project phased implementation approach, the six consortium systems were consolidated into two: ARS and CASES. Pre-consortia legacy data was not converted and remained available locally to meet federal record retention requirements.

A component of the CCSAS Project is implementation of a Legacy Data Archive (LDA). The LDA has been designed to provide a repository for data stored in the consortium systems but not converted to the CCSAS database because the case had been closed. Historically, data conversion rules have included all open cases and cases closed in the prior federal fiscal year. Federal regulations require child support case information to remain available to caseworkers for up to seven years after closure. The LDA provides access to the data on closed cases not converted from one of the six consortiums, i.e., BEST, CHASER, StarKIDS, KIDZ, CASES and ARS, to CCSAS. It does not contain data from pre-consortia legacy systems.

<sup>1</sup> In 1998, the federal Office of Child Support Enforcement (OCSE) approved six local child support systems to be "safe haven" systems after the failure of SACCS and pending implementation of a single, statewide system. The six consortia were: BEST, CHASER, StarKIDS, KIDZ, CASES and ARS. By 2002, all 58 LCSA had been converted to one of the six consortia systems.

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

Many LCSAs have already retired the pre-consortia legacy data systems by off loading the information to other media, such as paper, microfiche, CD or network databases supporting LCSA child support operations (i.e., ACCESS, SQL, etc.). DCSS has provided technical assistance to LCSAs in developing methods for retirement and strongly encouraged LCSAs to find alternatives to retaining systems used only to support access to pre-consortia legacy data.

A prerequisite condition for the federal certification of California's statewide child support system is the complete retirement (i.e., removal of hardware and/or software) used to support LCSAs access to the pre-consortia legacy data systems. DCSS will also be retiring the SACSS historical information. Additionally, the federal Office of Child Support Enforcement (OCSE) has requested historical data on the cost of maintaining the pre-consortia legacy data systems. Federal financial participation funding is not available for maintaining the pre-consortia legacy data systems or their retirement. DCSS is required to formally certify to OCSE that all pre-consortium legacy data systems have been shutdown. Compliance with federal regulations for the retention of child support case records remains an LCSA responsibility.

As a result of the federal certification finding concerning pre-consortia legacy data systems retirement (ARS 21), each LCSA Director is required to certify that:

- The LCSA has retired all hardware and/or software used solely to support access to pre-consortia legacy data; **or**
- Submit a Legacy System Retirement plan to decommission / retire all pre-consortia legacy data system(s) no later than June 30, 2007. Plans must be submitted no later than **Friday, May 11, 2007**.
  - LCSA legacy system retirement plan must describe:
    - Legacy system description (i.e., hardware, software, operating systems, user interface, etc.)
    - Defined roles and responsibilities
    - Major milestone dates
    - Any external dependencies
  - Itemized costs of hardware/software annual maintenance and claiming information (i.e., how was the expenditure reported on the CS 356?).
  - DCSS will conduct weekly status meetings with these LCSA to ensure the deadline is met.

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Please submit your certification and/or plan to Lisa Straus via email at [Lisa.Straus@dcss.ca.gov](mailto:Lisa.Straus@dcss.ca.gov). If you have any questions or concerns regarding this matter, please contact Joan Obert or Steve Grogan at 916.464.5333 or by e-mail at [Joan.Obert@dcss.ca.gov](mailto:Joan.Obert@dcss.ca.gov) or [Steve.Grogan@dcss.ca.gov](mailto:Steve.Grogan@dcss.ca.gov).

Sincerely,

o/s Joan Obert

JOAN OBERT  
Deputy Director  
Technology Services Division

cc: David Oppenheim, CSDA