



INFORMATION MEMO

Title: 2024 Child Support Services Communication Schedule		Office/Division: Office of Economic Security (OES), Division of Child Support Services (DCSS)	
Memo Number: IM-CSS-2024-0002		Program Area: Child Support	
Keywords: IV-D Administrators, Task Force, Child Support Services Program, Guidelines, APA Certification, Supervisor, Enforcement			
Issue Date: March 19, 2024		Effective: March 1, 2024	
		Expires: 12/31/2024	

Intended Recipients

This communication will be sent to all directors of county human service departments, contractors, and third-party partners. Directors shall forward pertinent information to staff members.

Purpose

The purpose of this memo is to communicate updates to the Colorado's Division of Child Support Services (DCSS) meeting and training dates for the 2024 calendar year. The dates included in this memo are tentative and may be subject to change. The Division of Child Support Services will notify all program stakeholders when a change in schedule is needed.

Action

Upon receipt of this memo, community partners and county leadership should share the information with all program staff and retain the schedules included in this memo. These schedules are provided in advance to ensure program staff can plan to have representation at 2024 meetings and trainings.

A table for each meeting's schedule is included below.





2024 Meeting/Training Schedule	
<u>Meeting/Training</u>	<u>Schedule</u>
IV-D Administrator Meeting 1:30pm - 3:30pm	• May 16 • Jun 20 • Aug 15 • Sep 19 • Nov 21 • Dec 19
IV-D Task Force Meeting 9:30am - 3:30pm	• Apr 18 • Jul 18 • Oct 17
NW Region Meetings 10:00am - 3:00pm	• Apr 25 • Jul 25 • Oct 24
SW Region Meetings 10:00am - 12:00pm	• May 23 • Aug 22 • Nov TBD
Central Region Meetings 9:00am - 11:00am	• Jun 05 • Sep 04 • Dec 04
NE Region Meetings 10:00am - 12:00pm	• Apr 4 • Aug 1 • Nov 14
SE Regional Meetings 10:00am - 12:00pm	• Apr 24 • Jul 24 • Oct 23
Valley Regional Meetings 10:00am - 12:00pm	• Apr 24 • Jul 24 • Oct 23
Introduction to the Child Support Services Program Online Course (ICSSP)	ICSSP will now be offered as an on-demand, self-paced online course with monthly office hours. The new online ICSSP course will be open for registration in Cornerstone on May 1. ICSSP monthly office hours will also kick-off in May.





Guidelines Training (Required for APA Certification, and all sessions are required for each quarterly training; Hybrid Format - Virtual Instructor-Led Meetings combined with Web-Based Training Modules)	• Cohort 2: Apr 23, 1:00pm - 4:00pm Apr 24, 1:00pm - 4:00pm • Cohort 3: Jul 23, 1:00pm - 4:00pm Jul 24, 1:00pm - 4:00pm • Cohort 4: Oct 23, 9:00am - 12:00pm Oct 24, 9:00am - 12:00pm
APA Certification Training (All sessions are required for each quarterly training; Hybrid Format - Virtual Instructor-Led Meetings combined with Web-Based Training Modules)	• Cohort 2: Apr 15, 10:00am - 11:00am (Orientation) Apr 16, 1:00pm - 4:00pm Apr 17, 9:00am - 12:00pm Apr 25, 9:00am - 12:00pm • Cohort 3: Jul 15, 10:00am - 11:00am (Orientation) Jul 16, 1:00pm - 4:00pm Jul 17, 9:00am - 12:00pm Jul 25, 9:00am - 12:00pm • Cohort 4: Oct 14, 10:00am - 11:00am (Orientation) Oct 15, 1:00pm - 4:00pm Oct 16, 9:00am - 12:00pm Oct 24, 9:00am - 12:00pm
APA Supervisor Certification Training Virtual Instructor-Led Training	• Apr 9, 1:00pm - 4:00pm • Jul 30, 1:00pm - 4:00pm • Oct 29, 9:00am-12:00pm
Automated Enforcement Certification Training (Hybrid Format - Virtual Instructor-Led Meetings combined with Web-Based Training Modules - all sessions are required for each cohort)	• Cohort 10: May 14 - Jun 25 • Cohort 11: Jul 9 - Aug 13 • Cohort 12: Sep 10 - Oct 15 Week 1 modules are assigned one week prior to the first live training date. The live instructor-led training sessions occur from 9:30am-11:00am each Tuesday, attendees are required to attend all six sessions. The supervisor session is from 11:00am-12:00pm on Week 6.





	*There will be no instructor-led training session on June 4, 2024 which is the week of the CFSC conference.
ACES Users Task Group 9:00am - 4:00pm	Tentative Dates • May 22, Morgan County • Aug 7, Mesa County • Nov 20, Weld County
APA/ Judicial Task Group	• May 9, 10:00am - 12:00pm • Jul 11, 10:00am - 12:00pm • Sep 12, 10:00am - 12:00pm • Nov 6, 10:00am - 12:00pm
Enforcement Task Group 9:30am - 1:00pm	• Jun 18 • Sep 17 • Dec 17
Intake, Interface & Interagency Task Group	TBD; Formerly the IV-A/IV-D Task Group; Please email Lucas Knudsen directly to volunteer to be a member of this group.

Background:

The Division of Child Support Services hosts several meetings and trainings to inform county and community partners about program, rule, and system updates and changes. ***All meetings and training sessions listed above will be held virtually for 2024, unless otherwise communicated.*** To register for a training session access the Events Calendar located in Cornerstone at <https://cdhs-stateco.csod.com/client/cdhs-stateco/default.aspx>.

Supersedes: N/A

Contact: For more information about this memo, please email all questions to cdhs_css-training@state.co.us.

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