

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE**  
**APRIL 24, 2018**

Members present: Mr. Bob Metropulos, Mr. Alan VanRaalte, Mr. Bill Liebert, Mr. Steven Schreier, and Mr. Jim Winkler

Staff: Ms. Mary Rideout, Ms. Tammy Walters, Mr. Tom Eernisse, Mr. Brian Desmond, and Ms. Heidi Chavez

Public: Ms. Dawn Winqvist

**1. Call to Order. Approval of Agenda:**

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:00 a.m. by Mr. Bob Metropulos, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the agenda as posted. Motion carried unanimously.

**2. Minutes of Social Services Committee – March 27, 2018:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the Social Services Committee minutes of March 27, 2018. Motion carried unanimously.

**3. Public Comment:**

None.

**4. Election of Vice Chairman:**

Mr. Steven Schreier made a motion to nominate Mr. Alan VanRaalte for Vice Chairman. Motion carried unanimously.

**5. Election of Secretary:**

Mr. Alan VanRaalte made a motion to nominate Mr. Steven Schreier for Secretary. Motion carried unanimously.

- 6. Closed Session:** It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(f), "Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations." Topic: Approval of February 27, 2018 closed session minutes.

It is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.

Committee did not go into closed session since the minutes were not available. Item will be carried forward to next month.

**Social Services:**

**1. In-home Safety Services (IHSS) Contract for 2018:**

Ms. Mary Rideout stated this has been reviewed by Corporation Counsel and only had a few changes they would like seen be made to the contract. The program is new to the agency in 2018 and will help to provided services for children to remain in their homes. Since the contract is crucial to agency running this new program, it was recommended to the board to approve.

Motion by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the 2018 In-home Safety Services (IHSS) contract as presented. Motion carried unanimously.

**2. Dementia Grant Contract 2018:**

Ms. Mary Rideout stated this is the second year for this contract to fund an LTE position to coordinate the Dementia Care Grant. Mr. Brian Desmond stated there were changes he would like to see in the contract, but most likely would not happen.

Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the 2018 Dementia Care contract as presented. Motion carried unanimously.

**3. Klovera Website, Maintenance and Hosting Contract 2018:**

Ms. Mary Rideout stated Klovera is the company that hosts both Social Services and the Department on Aging websites for the public. Mr. Brian Desmond had a few changes that were made by the company. Klovera did not agree to one change regarding limited liability. Keeping this language is not a great liability risk to the county.

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the Klovera Website, Maintenance and Hosting Contract for 2018 as presented. Motion carried unanimously

**4. Closure of Lincoln Hills School Update:**

Ms. Mary Rideout stated there will be several Type 1 facilities that would be a secure correctional facility for youth. These facilities would be administered by the Department of Corrections. They would likely have five facilities in the State with one of those facilities being north of the Manitowoc and La Crosse line. The

with one of those facilities being north of the Manitowoc and La Crosse line. The Type 2 Facility would be a Secured Residential Care Center that would be ran by individual counties, groups of counties or contracted providers through the counties.

Ms. Mary Rideout invited board members to attend an informational meeting on May 3<sup>rd</sup> in Wisconsin Rapids for further information regarding the changes.

**5. Account Technician Reclassification Request:**

Mrs. Mary Rideout recommended the reclassification and stated the agency will likely absorb the additional 2018 cost within the 2018 Budget.

Motion by Mr. Alan VanRaalte, seconded by Steven Schreier, to approve the Account Technician Reclassification request as presented. Motion carried unanimously.

**6. Clerical Assistant Reclassification Request:**

Mrs. Mary Rideout recommended the reclassification and stated the agency will likely absorb the additional 2018 cost within the 2018 Budget.

Motion by Mr. Alan VanRaalte, seconded by Steven Schreier, to approve the Clerical Assistant Reclassification request as presented. Motion carried unanimously.

**7. Clerical Support – Child Support Reclassification Request:**

Mrs. Mary Rideout recommended the reclassification and stated the agency will likely absorb the additional 2018 cost within the 2018 Budget.

Motion by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the Clerical Support – Child Support Reclassification request as presented. Motion carried unanimously.

**8. Economic Support Vacancy Review:**

Mrs. Mary Rideout stated the agency now has two Economic Support Vacancies. These positions are important to efficiently and effectively provide residence of the county with state benefits.

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the vacancy review for the two Economic Support Specialist positions as presented. Motion carried unanimously.

**9. Agency Update; Staffing:**

Mrs. Mary Rideout stated there are currently two vacant Social Worker Positions. These positions are believed to be filled sometime in May. The Clerical Support Vacancy has been filled. The agency also has one vacant Child Support Specialist and two Economic Support Specialist positions.

**10. 2018 Financial/Statistical/Comp. Time Reports:**

The committee reviewed the Financial/Statistical/Comp. Time Reports. It is projected that the Agency anticipates a \$46,951.00 deficit based on March projections.

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the 2018 Financial/Statistical/Comp. Time Reports. Motion carried unanimously.

**11. Audit of Payments/Line Item Transfers:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the Audit of Payments as presented. Motion carried unanimously.

**12. Agenda Items for Future Meetings:**

None.

**Veteran's Services:**

**1. County Veteran Service Officers Association Spring Conference:**

Ms. Tammy Walters wanted to remind the board that they previously approved attendance of this conference so she and Jason Dailey would be out of the office May 14 through the 18<sup>th</sup>. There will be an LTE to cover limited hours during this time. They would make sure to post these hours to the public using social media and other forms of communication.

**2. 2018 Financial/Statistical/Comp. Time Reports:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to accept statistical and comp time report. Motion carried unanimously.

**3. Audit of Payments/Line Item Transfers:**

Motion by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the vouchers and line item transfers as presented. Motion carried unanimously.

**3. Agenda Items for Future Meetings:**

Proposal Letter for the CVSO Grant increase request.  
National Cemetery debrief

**7. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to adjourn the meeting at 11:23 a.m. The next meeting of the Social Services Committee will be Tuesday, May 22, 2018 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.

  
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Mr. Steven Schreier

*Bob Metropulos*

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Mr. Bob Metropulos, Chairperson

Date: April 24, 2018

