

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF MAY 22, 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, Ms. Amy Mayo, and Ms. Heidi Chavez

Public: Ms. Dawn Winqvist and Mr. Fred Williston

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

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:07 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. Steven Schreier, seconded by Mr. Alan VanRaalte, to approve the agenda as posted. Motion carried unanimously.

- 2. 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.

Motion made by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to move into Closed Executive Session at 9:10 a.m. Roll call vote: Mr. Alan VanRaalte, aye; Mr. Steven Schreier, aye; Mr. Bill Liebert, aye; Mr. Bob Metropulos, aye and Mr. Jim Winkler, aye. The committee moved into Closed Executive Session.

Staff present during Closed Session were Ms. Tammy Walters.

Motion made by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to move into Open Session at 9:14 a.m. Roll call vote: Mr. Jim Winkler, aye; Mr. Steven Schreier, aye; Mr. Bob Metropulos, aye; Mr. Bill Liebert, aye; and Mr. Alan VanRaalte, aye. The committee moved into Open Session.

Ms. Bob Metropulos announced that the committee approved February 27, 2018 closed session meeting minutes.

3. **Minutes of Social Services Committee – April 24, 2018:**  
Motion by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the Social Services Committee minutes of April 24, 2018. Motion carried unanimously.
4. **Public Comment:**  
None.

**Veteran's Services:**

1. **Lease for Veterans Outreach and Recovery Program (VORP) Coordinator:**  
Ms. Tammy Walters stated that currently the Department of Administration and our Corporation Counsel are working on a contract for the lease of office space that is available for the VORP Coordinator in the Veteran's Office. Nothing has been finalized yet.
2. **County Veterans Service Officers (CVSO) Grant Proposal:**  
Ms. Tammy Walters stated that the CVSO Association is preparing a proposal to request an increase in the grant funds all the counties receive from the state. Currently, the statewide budget is \$768,000 and this proposal is requesting to increase it to \$2,000,000. This could increase Oneida County funds from \$10,000 to \$26,065.
3. **National Cemetery Brief:**  
Ms. Tammy Walters provided a hand out to the board members with information regarding the new National Cemetery that will be built in Harshaw. There was a discussion on eligibility requirements.
4. **2019 Staffing Request:**  
Ms. Tammy Walters requests that the LTE position they use when she and Mr. Jason Dailey are out of the office be approved to continue for 2019.  
  
Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the 2019 staffing request as presented. Motion carried unanimously.
5. **2018 Rhinelander Memorial Day Ceremony:**  
Ms. Tammy Walters provided a brochure to board members on Memorial Services the Veterans Office will be putting on at the Rhinelander High School Auditorium on Monday, May 28, 2018.
6. **2018 Financial/Statistical/Comp. Time Reports:**  
Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to accept statistical and comp time report. Motion carried unanimously.
7. **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.

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

None.

**Social Services:**

**1. Update on Lincoln Hills School Closure:**

Ms. Mary Rideout stated the Type 1 facilities that would be a secure correctional facility for youth would be ran by Department of Corrections. These will likely be built in the southern part of the state, as there is no requirement on location and most youth in these facilities are from the southern part of the state. 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. The agency has reached out to a couple of residential providers to see if they would be interested in becoming a type 2 facility, however they would like more information on requirements for this type of facility. There will be work groups in the state working on what those requirements will be.

**2. 2019 Staffing Request-Children Services Support:**

Ms. Mary Rideout stated this is currently an LTE position that the agency would like as a Full-Time position in 2019. This position is running programs throughout the agency that would typically be contracted to outside agencies. There would no additional county tax levy since the funding is already in the department's budget.

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the 2019 Staffing Request- Child Services Support as presented. Motion carried unanimously.

**3. Agency Update – Staffing, Use of Personal Vehicles:**

Ms. Mary Rideout stated the agency has two vacant Social Worker positions and offers have been made for both positions. There is a Child Support Specialist vacancy. The agency will be reviewing applications for this position and set up interviews. There are two vacant Economic Support Specialist positions. Applications have been received and reviewed.

Ms. Mary Rideout expressed concern for Social Worker staff using personal vehicles for work purposes. The agency is looking into information of car rental, leasing, and purchasing for one agency vehicle. A proposal will be brought to the board in the next coming months.

**4. 2018 Financial/Statistical/Comp. Time Reports:**

The committee reviewed the Financial/Statistical/Comp. Time Reports. It is projected that the Agency anticipates a \$46,293.00 surplus based on April projections.

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

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

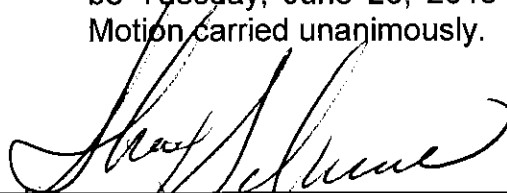
Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the Audit of Payments as presented. Motion carried unanimously.

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

Lincoln Hills Update

**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 10:43 a.m. The next meeting of the Social Services Committee will be Tuesday, June 26, 2018 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.



---

Mr. Steven Schreier



---

Mr. Bob Metropulos, Chairperson

Date: May 22, 2018