

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF JUNE 26, 2018**

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

Staff: Ms. Mary Rideout, Mr. Jason Dailey, Ms. Amy Mayo, and Ms. Heidi
Chavez

Public: None

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 – May 22, 2018:

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the Social Services Committee minutes of May 22, 2018. Motion carried unanimously.

3. Public Comment:

None.

Veteran's Services:

1. 2018 Financial/Statistical/Comp. Time Reports:

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

2. Audit of Payments/Line Item Transfers:

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the payments and line item transfers as presented. Motion carried unanimously.

3. Agenda Items for Future Meetings:

2019 Budget, 2017 Annual Report, and Update of National Cemetery.

Social Services:

1. Vacancy Review and Appeal – Financial Services Supervisor:

Ms. Mary Rideout requested to waive 6-month waiting period to fill the Vacant Financial Services Supervisor position right away. She also requested to fill any subsequent vacant positions within the department due to filling this position. This position is important to receiving State and Federal funds timely due to the positions eliminated in the past year within the agency accounting department.

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to waive the 6-month waiting period to fill the Financial Services Supervisor and approve the filling of any subsequent vacant positions created in Social Services from filling this position. Motion carried unanimously.

2. Purchase of Vehicle from Medical Examiners Office:

Ms. Rideout stated the Medical Examiners Office has a 2011 Ford Expedition in storage that the agency would like to purchase for \$5,000 based of the Kelly Blue Book value of the vehicle. Ms. Rideout present the committee with information on potential savings to the county by having the vehicle instead of paying mileage to employees. The money to purchase the vehicle would be absorbed within the agency's budget and no additional county tax levy would be needed.

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the purchase of the 2011 Ford Expedition from the Medical Examiners Office for \$5,000.00 as presented. Motion carried unanimously.

3. Fiscal Agent Status – ADRC of the Northwoods:

Ms. Rideout informed the committee that the agency received a letter from the Regional Manager, Terese Poe, of the ADRC of the Northwoods stating that WIPFLI, LLC will be taking over Fiscal Agent duties on August 1, 2018.

4. Cell Phone Plan for On-Going Social Workers:

Ms. Rideout state there was a request made by Ms. Apryl Rickert, Social Worker Supervisor, to purchase Agency cell phones for all On-Going Social Workers. Currently, all the Child Abuse and Neglect Investigators have agency cell phones and these have proven to be a valuable tool when working in the field. There is one agency phone available for staff to sign out instead of using their personal phone when leaving the agency. However, their personal phone cannot be used to communicate with clients or to take pictures if needed. The additional cost to the agency would be absorbed in the current budget so that no additional county tax levy would be needed.

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the purchase Agency Cell Phone Plans for On-Going Social Workers as presented. Motion carried unanimously.

5. 2017 Annual Report:

Ms. Rideout presented the 2017 Annual Report for the committee. There have been some significant changes to the lay out of the annual report to make it

easier and more desirable to read. Historical data found in previous year's Annual Reports will continue to be updated on a Spreadsheet posted to the agency web page.

Motion by Mr. Steven Schreier, seconded by Mr. Alan VanRaalte, to approve the 2017 Annual Report, and forwarded to the County Board in August as presented. Motion carried unanimously.

6. Agency Update – Staffing, Lincoln Hills Closure, Trauma Informed Care Event, Donation:

Ms. Rideout stated the agency is currently full staffed; however, the Financial Services Supervisor is leaving the agency at the end of the week. The Agency will be working to fill the Financial Services Supervisor position as quickly as possible. Five new employees started in the month of June to fill 2 Social Worker Positions, 1 Child Support Position, and 2 Economic Support Positions.

Ms. Rideout stated that there is no new information available on the closure of Lincoln Hills. There was a meeting with the State last week where a lot of questions and concerns were brought up, but there were no answers available.

Ms. Rideout stated that the agency received an invitation to have staff attend a Trauma Informed Care luncheon at the Governor's executive residence. Ms. Apryl Rickert attended the luncheon on behalf of the agency. There were many good presentations and consumer reports on the positive impact of Trauma Informed Care.

Ms. Mary Rideout informed the committee that Furniture and Appliance Mart donated a bed to one of the Agency's youth that was in need of a bed.

7. 2018 Financial/Statistical/Comp. Time Reports:

The committee reviewed the Financial/Statistical/Comp. Time Reports. It is projected that the Agency anticipates a \$30,824.00 surplus based on May projections.

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, 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 and Line Item Transfers as presented. Motion carried unanimously.

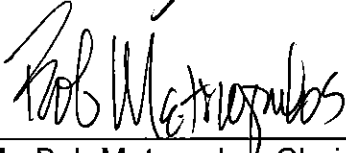
**6. Agenda Items for Future Meetings:
2019 Budget**

7. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Steven Schreier, seconded by Mr. Bill Liebert, to adjourn the meeting at 10:26 a.m. The next meeting of the Social Services Committee will be Tuesday, July 24, 2018 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.



Mr. Steven Schreier



Mr. Bob Metropulos, Chairperson

Date: June 26, 2018