

**MEETING OF COUNTY TRANSITION OVERSIGHT PANEL  
FEBRUARY 7, 2024  
Minutes**

**Committee members present:** Mary Rideout, Darcy Smith, Tina Smigielski, Tracy Ferraro, Tyler Young, Kate Gardner and Linda Conlon (1:30 arrival).

**Call to order:** Oneida County Clerk Tracy Hartman called the meeting to order at 1:03 p.m. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

**Elect Chairperson** – Hartman asked for nominations for the Chair Person.  
Motion by Rideout to nominate Tyler Young as the chairperson. Seconded by Smith. Hartman asked if there were any other nominations. No other nominations were received. Hartman called the vote; all aye; motion carried.

**Elect Vice-Chairperson** – Young asked for nominations for the Vice-Chairperson.  
Motion by Smith to nominate Ferraro as the vice-chair. Seconded by Mary Rideout. Young asked if there were any other nominations. No other nominations were received. Young called the vote; all aye; motion carried.

**Approve agenda:** Motion by Rideout/Smith to approve today's agenda. All aye; motion carried.

**Public comment** – None

**Update on Feasibility Study** – Patrick Cork was present and reported that the feasibility study is being completed and they have created a list of stakeholders and have been meeting with the stakeholders. Cork reported that by the end of this month or early March there will be a summary report provided. Discussion that this report will be provided in time for the proposed structure to be discussed at the March County Board meetings. Discussion regarding the process and what has been completed. Cork reported that they have met with the Sheriff's Offices and other law enforcement from all three counties, Social Services managers and staff from all three counties, Corporation Counsel's, Human Service Center Staff, County Board Supervisors, individuals that have lived experiences with the Human Service Center, School Districts and tribal representatives. Cork reported that there have been 16 different small group interviews and they have more scheduled.

**Duties of Chair** – Monthly Report to County Board Chairs – Discussion regarding the report that needs to be provided to the County Boards. Smigielski recommended that the report covers the four purposes of the committee that were spelled out in the Operating Procedures. Ferraro suggested that the Social Services Director of each County attend the County Board meetings to answer any questions that may be asked by County Board members.

**Review purpose of the Transition Oversight Panel** – Discussion regarding the four items that were spelled out in the operating procedure and the items that are included in

the resolution. Rideout stated that there are items listed in the resolution that the panel may need to determine how detailed to get, for example, the resolution states that the panel will review contracts and there would need to be a discussion about which contracts need to be reviewed. Smigielski stated that getting an inventory of the contracts will help to determine areas of concerns. Ferraro stated that Forest County is also concerned with the wage schedule that is in place at the Human Service Center. Discussion regarding the severance packages that have been proposed. Rideout stated that one area to look into is that the severance packages were not in the 2024 budget and therefore would need to go back to the County Boards for budget approval. Lynch stated that there will also be a resolution going to the three county boards to amend the 1984 agreement that will help to control some of the spending. Rideout reported that she has sent the proposed amendment to DHS for approval also as DHS approved the original agreement. Rideout reported that in the resolution there is also a line that the HSC shall apply for all available grants and there are concerns that the HSC won't apply for grants, particularly if they extend into 2025. Rideout reported that the Social Services Directors will receive notifications of grants that would be available to the Human Service Center. Rideout reviewed the four items that are listed in the County Transition Oversight Panel Operation Procedures. Discussion regarding the information that is available from the Human Service Center and when it would be available.

1:30 – Linda Conlon Arrives

**Discuss information to request from the Human Service Center** – Smigielski suggested that the list of items provided in the Operating Procedure is given to the HSC with a date that the information is to be provided to the panel. Smigielski suggested that a dropbox is created that the HSC can upload information monthly. Rideout stated that it's important for this panel to receive information regarding the current recruiting process and the number of applications that are received. Young reported that at the last HSC board meeting they reported that they were receiving more applications, however, interviewees were not showing up. Rideout stated that the committee needs to request what the waitlist for services is and expressed concerned with the current waitlist and staffing levels. Rideout would like to consider going to the County Board to request hiring additional staff that could then be contracted back to the HSC to complete the necessary services. Smigielski stated that there may be other areas that the Counties will need to step in and provide contracted services due to the HSC no longer having staff to provide the service. Discussion regarding the process to hire additional staff and contracting with the HSC. Rideout will be taking this proposal to the Social Services Committee in February. Ferraro reported that she has spoken with her committee about this and they are prepared to address this at a future meeting. Gardner reported that she is also willing to bring this to Vilas committee and the board, however, she would like to discuss this with Rideout and Ferraro prior to anything moving forward. Discussion regarding other items to request. Young reported that at the next HSC meeting there is to be a report on the current budget. Smigielski and Smith reported that they meeting quarterly with the HSC Finance Director. Smigielski will request monthly meetings, however, she also believes that the Finance Director should report directly to this panel. Rideout stated that there have been discussions about "shutting the doors" or ending operations at December 31, 2024, and that will not happen.

Review of the information to be requested:

- List of contracts and the end date
- Leases
- Fixed Asset Listing
- Monthly Financial Report
- Rideout will be requesting waitlists and staffing levels for the CCS (Comprehensive Community Services) and CLTS (Children's Long-term Support Services) programs

Public comment/communications – None

Dates and items for future agenda/meetings –Discussion regarding holding a monthly meeting on the 2<sup>nd</sup> Wednesday of every month at 1:00 p.m. Discussion regarding more frequent meetings in the future and holding the meetings at the HSC. Future agenda items - update on Feasibility Study, review of information received from HSC and update on Social Services Contracting Case Management Services with HSC.

Young adjourned the meeting at 2:02 p.m.