

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF JANUARY 22, 2019**

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

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Brenda Lee, Ms. Amy Mayo, Ms. Heidi Chavez, Ms. Deb Smith, Ms. Beth Hoerchler, Ms. Megan Wilmot, Ms. Tracy Paquette and Ms. Hannah Ring.

Public: Ms. Dawn Winqvist

1. **Call to Order. Approval of Agenda and Pledge of Allegiance:**
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. Steven Schreier, to approve the agenda as posted. Motion carried unanimously.
2. **Minutes of Social Services Committee – December 18, 2018:**
Motion by Mr. Jim Winkler, seconded by Mr. Bill Liebert, to approve the Social Services Committee minutes of December 18, 2018. Motion carried unanimously.
3. **Public Comment:**
None.

Veterans Services:

1. **Assistant Veterans Services Officer Reclassification Update:**
Ms. Tammy Javenkoski stated Carlson Dettmann determined there was not enough education requirements listed in the job description requirements for the Assistant Veterans Services Officer. Ms. Javenkoski is working with Ms. Lisa Charbarneau to add a two-year college degree or equivalent job experience to the job description. This would allow for a reclassification to be considered.
2. **Update on Wisconsin Department of Veterans Affairs Changes:**
Ms. Javenkoski provided a letter from the former Secretary of WI Department of Veterans Affairs, Dan Zimmerman, to all Tribal and County Veterans Service Officers and staff. Ms. Mary Kolar is the new Secretary-designee.
3. **2018 Financial/Statistical Reports:**
Motion by Mr. Steven Schreier, seconded by Mr. Bill Liebert, to accept financial/statistical report. Motion carried unanimously.

4. **Audit of Payments/Line Item Transfers:**
Motion by Mr. Alan VanRaalte, seconded by Mr. Bill Liebert, to approve the payments and line item transfers as presented. Motion carried unanimously.
5. **Agenda Items for Future Meetings:**
Ms. Tammy Javenkoski's Evaluation

Social Services:

1. **2018 Service Awards:**
Ms. Amy Mayo presented two 5-year service awards to Ms. Hannah Ring and Ms. Tracy Paquette for their service in Economic Support. Ms. Beth Hoerchler and Ms. Brenda Lee presented three 5-year service awards to Ms. Rachel Nelson, Ms. Megan Wilmot, and Ms. Deb Smith for their service as Social Workers. The committee thanked staff for their hard work in the difficult jobs they do.
2. **2018 Holiday Donation Program:**
Ms. Rideout stated that both the Thanksgiving and Christmas donation programs are strictly operated on donations from businesses, organizations and members in the community. These programs would not exist if it wasn't for their generosity. This year 39 families were served for the Thanksgiving meal donation and 369 children or 159 families were served through the Christmas gift donation.
3. **State Contract Approval, Child Support, Child Welfare Program, Contract Amendment for Title IV-E Funding for Foster Parent Training:**
Ms. Rideout presented the 2019 State and County Contracts, along with Mr. Brian Desmond's concerns on each. Mr. Desmond's concerns will be forwarded to the Wisconsin County Human Service Association, the Wisconsin county child Support Enforcement Association and the Department of Children and Families.

Motion made by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the 2019 State and County Contracts for Approval; Child Support, Child Welfare Program, and Contract Amendment for the Title IV-E Funding for Foster Parent Training as presented. Motion carried unanimously
4. **Update on Closure of Lincoln Hills:**
Ms. Rideout stated there are 6 or 7 counties interested in creating a Secure Residential Care Facility in the state. There are still a lot of questions and concerns that have not been address. The counties are requesting the state to change timelines of when plans for these facilities need to be submitted. Currently, they are due in March. This is not a realistic time frame for counties to have plans prepared accurately.
5. **Effects of Federal Government Shutdown:**
Ms. Amy Mayo and Ms. Rideout presented to the committee that issues regarding the Federal Government Shutdown and FoodShare. Clients will be receiving February benefits the end of January since benefits will not be issued in February.

No further FoodShare benefits will be issued until the shutdown is over. This will be an issue for any emergency FoodShare or regular applicants that apply for benefits in February. It is likely the Food Pantries will be impacted.

Discussion was had by the committee on how this will impact Oneida County Residence if the shutdown continues.

6. Vacancy Review – Economic Support Specialist:

Ms. Rideout presented a vacancy review for an Economic Support Specialist position to be filled. Motion made by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve filling the Economic Support Specialist vacancy as presented. Motion carried unanimously

7. Agency Update – Staffing, MOUs with The Human Service Center, Final Dementia Grant Report

- The department received 2 applications for potential Social Workers. The hiring process will move forward with interviews of both applicants.
- The recruitment process will start for the vacancy in Economic Support.
- Update on MOUs with the Human Service Center – Final revisions have been sent to all Attorneys for the 51.55 agreement. As of today's date, nothing has been received regarding the 48.51 agreement. The Human Service Center stated they will draft.
- A Final Dementia Grant report was sent to all committee members. The grant is now over, but the department will continue to work with community members and the state regarding Dementia.

8. 2018 Financial/Statistical Reports:

The committee reviewed the Financial and Statistical Reports. Ms. Rideout informed the Department is currently projecting a budget deficit of approximately \$126,000.00 for 2018.

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the 2018 Financial/Statistical Reports. Motion carried unanimously.

9. Audit of Payments/Line Item Transfers:

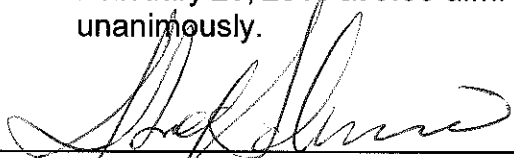
Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the Audit of Payments and Line Item Transfers as presented. Motion carried unanimously.

10. Agenda Items for Future Meetings:

Ms. Mary Rideout's Evaluation
Agency Updates

11. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to adjourn the meeting at 10:34 a.m. The next meeting of the Social Services Committee will be Tuesday, February 26, 2019 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.



Mr. Steven Schreier



Mr. Bob Metropulos, Chairperson

Date: January 22, 2019