

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF AUGUST 27, 2019**

Members present: Mr. Alan VanRaalte, Mr. Steven Schreier and Mr. Jim Winkler

Excused: Mr. Bob Metropulos

Absent: Mr. Bill Liebert

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Heidi Chavez,  
Mr. Tom Eernisse and Ms. Megan Mode

Public: Mr. Keith Hasselton

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

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:05 a.m. by Mr. Alan VanRaalte, Vice Chairperson. Vice 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 – July 23, 2019:**

Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the Social Services Committee minutes of July 23, 2019. Motion carried unanimously.

**3. Public Comment:**

None.

**Veterans Services:**

**1. Veterans Service Office Proposed 2020 Budget:**

Ms. Tammy Javenkoski presented the proposed 2020 budget, highlighting on the Supplemental Information Form that she may at some point in 2020 request a reclassification of the CVSO position and reasons why. Discussion was also had on the LTE position for scanning numerous paper files into the electronic database.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to approve the Veterans Service Office Proposed 2020 Budget as presented, and forward on to the Administration Committee for review. Motion carried unanimously.

**2. Northwoods National Cemetery Update:**

Ms. Javenkoski stated there is now a point of contact for the Northwoods National Cemetery, Ms. Kimberly Wright. When a veteran passes, if there is a funeral director involved, they would need to call 1-800-535-1117 to set all arrangements up. Families who do not have a funeral director will have to call that same number to take care of all arrangements on their own. The biggest challenge for the VA

Office will be to train veterans that the office is not involved in the cemetery process.

**3. Office Closure, September 19, 2019:**

Ms. Javenkoski informed she and the ACVSO will be at a conference the week of September 16-20, 2019. Their LTE will be in the office, but has an appointment on September 19, so instead of hiring another LTE for that day, Ms. Javenkoski is requesting office closure.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler to approve the Office Closure, September 19, 2019. Motion carried unanimously.

**4. 2019 Financial/Statistical Reports:**

Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to accept the July 2019 Financial/Statistical Report. Motion carried unanimously.

**5. 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.

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

CVSO Reclassification  
Veterans Day Update  
National Cemetery Opening Update

**Social Services:**

**1. 2020 Social Services Budget Hearing/Approval:**

Ms. Mary Rideout and Ms. Heidi Chavez presented the Committee additional information on out-of-home care costs and the current projections, which are right around the one million dollar mark average. There have been high and low years, but it is starting to trend up. The three-year average is higher than the five-year. Discussion was had on the detailed 2020 budget, by program. Ms. Rideout and Ms. Chavez have spent a considerable amount of time looking at ways to reduce costs in different areas. There have been cuts to travel, training and technology budgets. Ms. Rideout went over the Supplemental Information Form. Discussion was had on the estimated increase (between \$136,848.00 and \$202,081.00) in the Children and Family Aids Allocation and the potential uses of these funds. Discussion was also had on the current shortfall of \$209,116.00 and how to balance the budget. Three options were provided to the committee. The first option being to request the return of \$209,116.00 of the \$250,000.00 that was reduced from the Social Services budget in the 2016 budget process, as it was indicated that it would be returned to Social Services post Family Care if needed.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to accept the 2020 Social Services Budget as presented, requesting the short-fall of \$209,116.00 from

County Tax Levy, and forward on to the Administration Committee for review. Motion carried unanimously.

**2. Services Provided by UW Extension to Social Services:**

Ms. Rideout presented a list and explanation of services/projects the Department has participated in with the UW Extension office starting in 2015 including Long Range Planning, Trauma Informed Care Initiative, Children's Mental Health Project, and Budgeting and Money Management.

**3. Update from Woodland Enhanced Health Services Commission Meeting held on August 22, 2019:**

Ms. Rideout and Mr. Jim Winkler presented an update on and information from the recent Woodland Enhanced Health Services Commission Meeting. Mr. Winkler is a representative from this county on that commission, which Oneida County joined in 2014. The facility is located in Clark County and the Department currently has one resident placed there.

**4. Organization of Human Services in Oneida County – Funding Opportunities Committee Update:**

Ms. Rideout stated the Funding Opportunities Committee is looking at reorganization of Human Services departments as a way to save money. The first meeting is today, August 27, with Aging, Health and Social Services Departments attending. Ms. Rideout will keep the Committee informed on all discussions.

**5. Agency Update; Staffing, Child Support Month, MOU with Human Service Center Status, WCHSA Board Member Meeting Date:**

- Debora Hass filled the part-time Account Technician position on July 30, 2019. The Department has no current vacancies.
- August is Child Support Month – Mr. Tom Eernisse presented statistics and recognized all the hard work everyone in the Child Support department does.
- The Human Service Center's attorney recommended a few changes to the Chapters 51.55 MOU. Corporation Counsel is currently reviewing those changes, and hopefully will have a signed agreement soon.
- WCHSA Board Member Meeting will be October 16, 2019 from 9:00 a.m. to 3:00 p.m. in Stevens Point. Ms. Rideout will forward the agenda to Committee members once she receives it.

**6. 2019 Financial/Statistical Reports:**

The Committee reviewed the Financial and Statistical Reports. Ms. Rideout informed the projected 2019 budget deficit is now under \$200,000.00.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to approve the 2019 Financial/Statistical Reports. Motion carried unanimously.

**7. 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.

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

Lincoln Hills Update  
Reorganization Update

**9. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte to adjourn the meeting at 11:23 a.m. The next meeting of the Social Services Committee will be Tuesday, September 24, 2019 at 9:00 a.m. in the First Floor Conference Room.



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Mr. Steven Schreier



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Mr. Bob Metropulos, Chairperson

Date: August 27, 2019