

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF DECEMBER 17, 2019**

Members present: Mr. Alan VanRaalte, Mr. Jim Winkler and Mr. Bill Liebert

Excused: Mr. Steven Schreier

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Beth Hoerchler,
Ms. Brenda Lee, Ms. Lisa Charbarneau, Ms. Dianne Jacobson and
Ms. Megan Mode

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. 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. Bill Liebert, to approve the agenda as posted. Motion carried unanimously.

2. Minutes of Social Services Committee – November 26, 2019:

Motion by Mr. Bill Liebert, seconded by Mr. Jim Winkler, to approve the Social Services Committee minutes of November 26, 2019. Motion carried unanimously.

3. Public Comment:

None.

Veterans Services:

1. Wisconsin State Statutes regarding a Veterans Commission:

Ms. Tammy Javenkoski presented the Committee with the statutes that pertain to the Veterans Commission. The Commission is made up of three Oneida County veterans who oversee the County Veteran Service Office's "Veterans Grants" section of their budget and approve any veteran's grant requests that exceed \$250.00.

2. Wisconsin Department of Veterans Affairs (WDVA) Grant Application for 2020:

Ms. Javenkoski presented the WDVA Grant Application. This is a \$10,000.00 annual grant. Discussion was held on Senate Bill 598, which would increase grants to all County Veterans Service Offices; however, Ms. Javenkoski doesn't anticipate that bill being passed.

Motion by Mr. Jim Winkler, seconded by Mr. Bill Liebert, to approve the Wisconsin Department of Veterans Affairs (WDVA) Grant Application for 2020 as presented. Motion carried unanimously.

3. **Veterans Service Office 2019 Budget Status:**
Ms. Javenkoski informed the Committee it is projected there will be a \$387.98 surplus in the Veterans Service Office budget at the end of 2019.
3. **2019 Financial/Statistical Reports:**
Motion by Mr. Bill Liebert, seconded by Mr. Jim Winkler, to accept the November 2019 Financial/Statistical Report. Motion carried unanimously.
4. **Audit of Payments/Line Item Transfers:**
Motion by Mr. Jim Winkler, seconded by Mr. Bill Liebert, to approve the Audit of Payments as presented. Motion carried unanimously.
5. **Agenda Items for Future Meetings:**
Schedule Change – Veterans Services attending every other month

Social Services:

1. **Social Services Recruitment Processes:**
Ms. Mary Rideout presented the Committee with a document of the past three years' position vacancies, why they left and how those were filled. Ms. Rideout presented the three Agency policies that guide the Department's recruitment and retention efforts. Discussion was had, along with Ms. Lisa Charbarneau, on internal versus external posting and the pros and cons of each. Ms. Charbarneau informed 78% of recruitment is external, although even if filling positions internally, it still creates another vacancy in the department to potentially be filled externally.
2. **Judicial Process for Children's Services – Discussion of Treatment Court in Oneida County:**
Ms. Brenda Lee and Ms. Beth Hoerchler explained the Juvenile Court process, from the initial referral to hearings held, in CHIPS and JIPS cases. Discussion was had on how long cases are held open and why.

Ms. Rideout also informed discussions have begun on criminal or CHIPS cases being handled differently in the courts. Meetings are being held on having a Drug/Treatment Court in Oneida County and if that would be beneficial to our community. Treatment Court focuses on the addiction and recovery, rather than incarceration. This is a voluntary program, and criteria would need to be determined, approved by the District Attorney, on which cases are eligible.
3. **Targeted Safety Support Funding (TSSF) Grant Application:**
Ms. Rideout presented the TSSF Grant Application and informed of the services that will be provided with this funding. The grant amount is unknown, but will likely be between \$30,000.00 and \$110,000.00. The Department requested the full amount to continue and create new services to assist in keeping children in their homes or be reunified with their parents sooner.

Motion by Mr. Jim Winkler, seconded by Mr. Bill Liebert, to approve the Targeted Safety Support Funding (TSSF) Grant Application as presented. Motion carried unanimously.

4. Organization of Human Services in Oneida County – ADRC and/or Human Services Update:

Ms. Rideout stated that she has no update from Human Service Center or ADRC, but presented the Committee an article published in the Wisconsin Counties magazine on the aging population in Wisconsin. Mr. VanRaalte indicated that he would be interested in seeing a combined budget and potential costs savings, along with potential organizational charts. Ms. Charbarneau and Ms. Jacobson provided additional information from the recent ADRC meeting. Ms. Charbarneau indicated that the LRES Committee was considering the formation of a committee to study the merger of Social Services and the ADRC, but that would require a resolution to the full County Board. There is also the option to let the Department Heads continue to study this option. This item will remain on the agenda to keep the Committee informed of discussions.

5. 2020 Meeting Dates:

Discussion was had on changing the 2020 meeting dates to a different week than the fourth week of the month. The Committee will leave the fourth Tuesday schedule as is and change as needed, if there is a conflict for members. The January meeting will be held on Thursday, January 23, 2020 at 9:00 a.m., instead of Tuesday, January 28, 2020.

6. Papervision Scanning Software Purchase for 2020:

Ms. Rideout presented the invoice for nine additional Papervision licenses for social workers to access electronic case files in 2020, and for clerical staff to scan and upload documents into the system. The amount is \$14,363.98.

Motion by Mr. Bill Liebert, seconded by Mr. Jim Winkler, to approve the Papervision Scanning Software Purchase for 2020 as presented. Motion carried unanimously.

7. Funding of Agency Vehicle for 2020:

Ms. Rideout informed the Sheriff's Department has found a vehicle for the Department at a reduced cost of under \$22,500.00, an estimated \$7,500-\$8,000.00 savings, but it needs to be ordered in 2019 for delivery in 2020. This vehicle was included in the Capital Improvement Projects (CIP) that was not approved during the budget process. The Finance Director and the Administration Committee were notified and this is on their next meeting agenda. Funding would come from the Contingency Fund.

Motion by Mr. Jim Winkler, seconded by Mr. Bill Liebert, to approve the Funding of Agency Vehicle for 2019 as presented and forward on to the Administration Committee for approval. Motion carried unanimously.

8. 2020 Blanket Purchase Orders:

Ms. Rideout presented the Committee with the 2020 blanket purchase orders that allow the Department to make payments throughout the year.

Motion by Mr. Bill Liebert, seconded by Mr. Jim Winkler, to approve the 2020 Blanket Purchase Orders as presented. Motion carried unanimously.

9. 2019-2021 Long Range Plan Update:

Ms. Rideout updated on the progress of the Social Services 2019-2021 Long Range Plan goals, which included the addition of participation in the Drug/Treatment Court Committee. Discussion was had on some of the programs/services listed in the plan.

Motion by Mr. Jim Winkler, seconded by Mr. Bill Liebert, to approve the 2019-2021 Long Range Plan Update as presented. Motion carried unanimously.

10. Agency Update; Staffing, Status of MOUs with the Human Service Center:

- External recruitment is in the process for the Child Abuse and Neglect Investigator position. There has also been a recent resignation, so there are currently two Social Worker vacancies.
- The Chapters 51.55 MOU has been signed by all parties. Meetings continue on the Chapters 48.51.938 MOU.

11. 2019 Financial/Statistical Reports:

The Committee reviewed the Financial and Statistical Reports. Ms. Rideout informed the projected 2019 budget deficit is now just under \$100,000.00. Ms. Rideout also informed that there might be additional funding available that would cover some of this deficit. Some discussion was had on Economic Support statistics.

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

12. Audit of Payments/Line Item Transfers:


Motion by Mr. Bill Liebert, seconded by Mr. Jim Winkler, to approve the Audit of Payments as presented. Motion carried unanimously.

13. Agenda Items for Future Meetings:

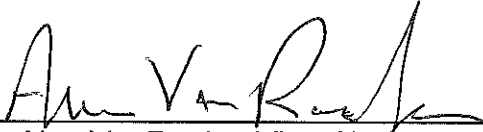
Family First
Holiday Donation Program
Internships
Appointing a Vice Chairperson

14. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte to adjourn the meeting at 11:34 a.m. The next meeting of the Social Services Committee will be Thursday, January 23, 2020 at 9:00 a.m. in the First Floor Conference Room.



Mr. Steven Schreier



Mr. Alan VanRaalte, Vice Chairperson

Date: December 17, 2019

