

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF MAY 25, 2021**

Members present: Mr. Alan VanRaalte, Mr. Bob Thome Jr., Mr. Steven Schreier  
Mr. Jim Winkler-Zoom, Mr. Michael Roach (arrived at 9:41 a.m.)

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Jeri Driscoll, Mr. Joel  
Gottsacker, Mr. Mike Fugle, Ms. Lisa Charbarneau

Public: None

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

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:30 a.m. by Mr. Alan VanRaalte, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Bob Thome seconded by Mr. Steven Schreier, to approve the agenda as posted. Mr. VanRaalte called for a roll call vote, all yes, motion carried.

**2. Minutes of Social Services Committee – April 27, 2021:**

Motion made by Mr. Steven Schreier, seconded by Mr. Bob Thome, to approve the Social Services Committee minutes of April 27, 2021. Mr. VanRaalte called for a roll call vote, all yes, motion carried.

**3. Public Comment:**

None

**Veterans Services:**

**1. 2022 Staffing Request:**

Ms. Tammy Javenkoski explained she is requesting an LTE for 160 hours in 2022. Sixty of those hours would be to run the Veterans Service Office during the CVSOA spring and fall conferences and the additional 100 hours would be to assist with scanning the thousands of paper files in the office. Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler to approve the 160 LTE hours request. Mr. Alan VanRaalte called for a roll call vote, all yes, motion carried.

**2. CVSO Grant Increase Ideas:**

Ms. Tammy Javenkoski reported if the CVSO grant was increased to \$22,000, she would like to have a few thousand dollars for advertising. Mr. Alan VanRaalte explained that he had seen where a Ms. Veterans of America pageant was held which helped fund homeless veterans. This may be another idea of what could be done although we would have to check with Corporation Counsel to see if these funds could be used for this. Ms. Tammy Javenkoski reported SB 173, the bill which would increase their grant to \$22,000, will probably not pass but it looks like the grant will increase to \$11,000 in the governor's biennium budget.

**3. Memorial Day Ceremony:**

Ms. Tammy Javenkoski reported there will be a Memorial Day Ceremony on Saturday, May 29, at 11:30 a.m. at the Union Grove Cemetery in Harshaw. On Monday, May 31, there will be cemetery ceremonies at 8:00 a.m. at the Newbold Cemetery, 8:30 a.m. at Northland Memorial Park, 9:00 a.m. at the Forest Home Cemetery and at 9:00 a.m. at Nativity of Our Lord Cemetery. The Rhinelander Memorial Day ceremony will be held at the Mike Webster Stadium at 10:30 a.m. on Monday, May 31.

**4. 2021 Financial & Statistical Reports, Vouchers, Audit of Payments and Line Item Transfers:**

- Ms. Tammy Javenkoski reported it was a normal April in the office. Ms. Javenkoski reported they have scanned an additional 16 files as well as saved 142 pieces of paper using their digital fax.

**5. Public Comment:**

None

**6. Agenda items for future meetings:**

- Update on WI Senate Bill 173
- Estimated percentage of paper files currently scanned

**Social Services:**

**1. 2022 Position Requests – Children Services Support and children’s Unit Social Worker:**

- Ms. Mary Rideout presented the Position Requests:
  - o Social Worker: The State Department of Children and Families is conducting a caseload study to determine, or at least provide us with a benchmark, for a manageable caseload size for Child Welfare Social Worker. We anticipate receiving the results of the study sometime in 2021. We are submitting this request to begin the process in the event that the study indicates that Oneida County has insufficient staffing levels to address the needs in our community. In addition, the Department would like to explore our ability to request American Rescue Plan Act (ARPA) funds to meet the increased needs of children and families due to the pandemic.

Motion by Mr. Bob Thome, seconded by Mr. Steven Schreier to approve the addition of a Social Worker position and forward to the Labor Relations Employee Services Committee. Mr. Alan VanRaalte called for a roll call vote, 4 yes, 1 abstain, motion carried.

Children Services Support: Due to current out of home care caseloads and the limited availability of service providers in our area, we are finding it increasingly difficult to provide the necessary services to the families to maintain children safety in their home. The Federal Family First

Prevention Act encourages Child Welfare Agencies to maintain children in their home when it can be done safely. One of the department goals under Family First is to increase visitation between families and their children that have been removed from the home for safety reasons. Increased visitation reduces the trauma children may experience when removed from their home and being separated from their caregiver. Parents and caregivers also benefit from frequent visitation. It also allows us additional time to work with parents on safety concerns. This position would also facilitate teams through our Coordinated Service Team (CST) Program, and provide support for Social Work Staff. Motion by Mr. Bob Thome, seconded by Mr. Steven Schreier to approve the addition of a Children Services Support position and forward to the Labor Relations Employee Services Committee. Mr. Alan VanRaalte called for a roll call vote, 4 yes, 1 abstain, motion carried.

**2. Lead Social Worker Concept and Social Work Supervisor Compression issue:**

- A Lead Social Worker is an advanced agency-trained Social Worker that takes on additional responsibilities such as training new staff, reviewing case notes and other written documents from new Social Workers. They are assigned complex cases and are expected to work independently with little supervision. We would look at a Social Work position in each unit be moving to a Lead Social Worker position. The LRES department has received our request for an appropriate wage for this type of position. This, unfortunately, will make the compression issue between Social Workers and Supervisors even worse.
  - o Lisa Charbarneau, LRES distributed and presented a modified wage scale as well as different options to assist with the compression issue. This showed wages for DSS Exempt Positions at both 37.5 (1950) hours and 40 hours (2080). The issue is that Social Workers are paid hourly for all hours worked, and 2080 hours per year. Supervisors are salaried at 37.5 hours, even though they typically work 40 hours or more. The department is struggling with this issue, as salaried positions are not all on the 2080 wage scale and the fiscal concerns that go with any increase. To address this current issue, it was recommend to move the two Social Work Supervisor positons to 2080 wage scale. Motion by Mr. Bob Thome, seconded by Mr. Steven Schreier to approve moving the two Social Work Supervisor positions to 40 hours (2080) wage scale and forward to the LRES committee for consideration. Mr. VanRaalte called for a roll call vote, all yes, motion carried.

**3. Lead Economic Support (ES) Specialist position request:**

- The Department is requesting the creation of a Lead ES Specialist position for Oneida County. Programs administered by Economic Support have strict case processing guidelines set forth by the State and Federal Government that must be followed. The position will require extensive knowledge regarding Economic Support Programs; therefore, current ES Specialist would be eligible to apply.

This request is to create one Lead ES Specialist position. This will not increase the number of ES Specialist employed by Oneida County, but would allow one of our ES Specialist to serve as a Lead.

This position is 100% Economic Support Funded, no county tax levy is needed or being requested. This would be an additional \$1.00 per hour to do the lead duties and does not cause any compression issues.

- Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler to approve Lead ES Specialist Position. Mr. VanRaalte called for a roll call vote, all yes, motion carried. To go to the LRES Committee.

**4. ADRC and Social Services Alliance Updates:**

Ms. Mary Rideout reported that the focus has been on the 2022 budget and combining the two department and align accounting practices.

**5. Resolution recognizing April 2021 as National Child Abuse and Neglect Prevention Month.**

The Resolution recognizing April 2021 as National Child Abuse and Neglect Prevention Month was presented. Motion by Mr. Steven Schreier, seconded by Mr. Alan VanRaalte to approve the Resolution. Mr. Alan VanRaalte called for a roll call vote, all yes, motion carried. Resolution to be presented to the Oneida County Board.

**6. Resolution to rescind amended resolution #24-2021 and replace with original resolution language recognizing March 2021 Social Work Month.**

Mr. Mike Fugle, Corporation Counsel explained to the committee the process to rescinding a previously adopted resolution. Robert's rules indicate the following: Because the prior Resolution was adopted by the body, a change to the Resolution ought to be amended through a *Motion to Amend Something Previously Adopted*. A *Motion to Amend Something Previously Adopted* may be made either "With Notice" or "Without Notice."

"With Notice" means that at a County Board Meeting prior to the *Motion to Amend Something Previously Adopted* being considered, a member of the Board informs the County Board that a *Motion to Amend Something Previously Adopted* will be made at the next County Board meeting. The *Motion to Amend Something Previously Adopted* then ought to be described. A motion "With Notice" requires a majority vote to adopt the *Motion to Amend Something Previously Adopted*.

A *Motion to Amend Something Previously Adopted* "Without Notice" is made and immediately considered. However, a motion "Without Notice" requires a 2/3 majority to adopt. It was discussed whether to bring it to the County Board. Based on the time line, it would not get to County Board until August. There was discussion regarding waiting until next year and address during the recognition of Social Work month. No action was taken.

**7. Advisory Resolution Supporting the Transfer of the Fiscal Responsibility of Subsidized Guardianships to the State similar to the Adoption Assistance Program.**

Ms. Mary Rideout presented the Resolution. Subsidized guardianship offers permanency option for a child in foster care allowing a relative, a person who is like kin, or a foster parent to become the legal guardian for a child when termination of parental rights and reunification with the child's parents are not the best option. Subsidized guardianship payments will remain a significant expense for counties in the future and should not be funded by the Children and Family Aids allocation to counties, but by the state in a way that is consistent with other permanency options such as the adoption assistance program. Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler to bring Resolution to County Board. Mr. Alan VanRaalte called for roll call vote, all yes. Motion Carried. Bring to Oneida County Board of Supervisors.

**8. Request to have interior walls of Social Services painted and request funding.**

The department is requesting that the interior walls of the Social services Department be painted. A request was made to the Building and Grounds Department earlier in the year, and they have a quote of \$11,603.00. Building and Grounds indicated that they did not know if they would have sufficient funds within the Building and Grounds Budget to cover this cost. The Department has been working to make our environment more welcoming and trauma informed. We received artwork from area schools and have most of them framed. We want to get the walls painted before we hang our pictures. Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier to request funds to have the walls painted. The request will be forwarded to the Administration Committee. Mr. Alan VanRaalte called for roll call vote, all yes. Motion Carried.

**9. Agency Update: Staffing, DCF Secretary Meeting, Child Support Certificate of Outstanding Achievement Award.**

- Staffing/Vacancies
  - o We currently have a vacancy at the ADRC, which is filled with a part-time LTE. We will evaluate this position as we look to re-open the ADRC to the public, likely in June.
  - o Of the two DSS vacancies from April: Clerical Support II interviews were completed and an offer has been made. Social Worker interviews were completed and an offer was made, but declined. We are back in the recruitment phase.
  - o Lily Mueller, Support Programs Supervisor's last day will be June 3. Interviews are occurring.
- County Visit with Secretary Amundson:
  - o We had the privilege of having a meeting (via zoom) with DCF Secretary Emilie Amundson and other staff from DCF. The intent of the discussion was to talk about Child Welfare services and barriers.
- Child Support Certificate of Outstanding Achievement:

- The Department of Children and Families (DCF) recognized our Child Support unit for outstanding achievement. DCF recognized Child Support agencies that have demonstrated exceptional achievement in three or more federal performance measures.
- Our Child support demonstrated excellence in the following areas:
  - Paternity Establishment rate
  - Court Order Establishment rate
  - Collection Rate on Current Support
- Congratulations to the Child Support Team.

**10. 2021 Financial & Statistical Reports, Vouchers, Audit of Payments and Line Item Transfers:**

- Current 2021 budget projection is a \$ 1,021 surplus.
- No line item transfers.
- Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler to approve Financial and Statistical Reports, and Vouchers as presented. There were no line item transfers. Mr. VanRaalte called for a roll call vote, all yes, motion carried.

**9. Public Comment:**

None.


**10. Agenda Items for future Meetings:**

- 2022 Budget discussion
- Lincoln Hills
- HSC Update
- Family First Update
- Grant – Increase services to youth.

**11. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte to adjourn the meeting at 11:51 a.m. The next meeting of the Social Services Committee will be Tuesday, June 22, 2021 at 9:30 a.m. in the County Board Room.

  
Mr. Bob Thome Jr.

  
Mr. Alan VanRaalte, Chairperson

Date: May 25, 2021