

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF FEBRUARY 25, 2020**

Members present: Mr. Alan VanRaalte, Mr. Steven Schreier, Mr. Bill Liebert
Mr. Jim Winkler via phone, and Vacated Seat

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Mr. Joel Gottsacker,
Mr. Brian Desmond and Ms. Megan Mode

Public: Ms. Debbie Meye and Ms. Doreen Beckman

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, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to approve the agenda as posted. Motion carried unanimously.

2. Minutes of Social Services Committee – January 23, 2020:

Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the Social Services Committee minutes of January 23, 2020. Motion carried unanimously.

3. Public Comment:

None.

4. Closed Session: It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(c), "Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility." Topic: Department Head Evaluations and Goals, Veteran's Services Officer and Social Services Director.

It is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.

Motion made by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to move into Closed Executive Session at 9:04 a.m. Roll call vote: Mr. Bill Liebert, aye; Mr. Steven Schreier, aye; Mr. Jim Winkler, aye; and Mr. Alan VanRaalte, aye. The committee moved into Closed Executive Session.

Staff present during Closed Session were Ms. Mary Rideout and Ms. Tammy Javenkoski.

Motion made by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to move into Open Session at 9:50 a.m. Roll call vote: Mr. Bill Liebert, aye; Mr. Steven

Schreier, aye; Mr. Jim Winkler, aye; and Mr. Alan VanRaalte, aye. The committee moved into Open Session.

Mr. VanRaalte announced that no action was taken during closed session. Employee evaluations and goals.

Veterans Services:

1. **Discuss Veterans Services Attendance at Monthly Meetings:**
Discussion was held on whether or not Ms. Tammy Javenkoski should attend every committee meeting since her office normally has very few agenda items. She said she would like to continue attending monthly meetings and the committee felt it was important, too. It was decided to continue Veterans Service Office attendance at monthly meetings.
2. **2018/2019 Financial/Statistical Reports:**
Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to accept financial/statistical report. Motion carried unanimously.
3. **Audit of Payments/Line Item Transfers:**
Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the payments and line item transfers as presented. Motion carried unanimously.
4. **Agenda Items for Future Meetings:**
Spring Conference
New Veterans Services Office Webpage
Tiny Village for Homeless Veterans in Oneida County
Re-Discuss Final Evaluation

Social Services:

1. **Social Services Internship Agreements with University of Wisconsin Schools:**
Mr. Brian Desmond stated Corporation Counsel's office has worked out a Master Affiliation and Caregiver agreement with all University of Wisconsin Schools; this agreement would allow internships with any UW school and the Department of Social Services and Health. There are minimum risks associated with interns regarding wage claims, and though there is federal guidance regarding interns, there is limited State guidance and law. Discussion was had of the risks and benefits.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to accept the Internship Affiliation Agreement with UW-Stout as presented. Motion carried unanimously.

2. **2020 State and County Contracts: Children First Program:**

Ms. Rideout presented the 2020 Children First Program Contract. The funds are used to provide the Children First Program to help provide services to Child Support payers. Mr. Desmond's concerns were also presented, which will be forwarded to the Wisconsin County Child Support Enforcement Association.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to approve the 2020 Children First Program Contract as presented. Motion carried unanimously.

3. **Human Service Center System Review Committee Update:**

Mr. Alan VanRaalte informed the committee has met twice since the last meeting and are working on prioritizing Pat Cork's recommendations. First will be to outplace staff in Forest and Vilas Counties by July 1; change Board and Committee structure by May 1; and develop two dispute resolution protocols by October 1. Ms. VanRaalte will keep updated on the progress.

4. **ADRC/Social Services Reorganization Update:**

Ms. Rideout presented the Committee with multiple documents related to the continued discussions had regarding the reorganization, including a draft organizational structure, as well as the current. Ms. Rideout provided information on how other counties of similar size are organized, along with benefits and barriers. The financial/budget aspect is in progress. Two counties, Pierce and Shawano, who are currently combined departments were reached out to and gave good feedback. Discussion was had on how job duties of both departments overlap.

5. **Social Services Efficiencies Update:**

Ms. Rideout presented efficiencies in the Department that are completed, in progress and those being planned, including moving towards centralized printing, involving more staff in the decision process for out-of-home placements, combining with the County IT Department, and forming a Treatment Court.

6. **Recognize March 2020 as Social Work Month:**

The Committee reviewed the proclamation to recognize March 2020 as Social Work Month, as it is nationally. The committee had no changes and would like the recognition sent to all Department staff. The Department will have a recognition luncheon for Social Workers in March and will invite Social Workers to present to the Committee about being a Social Worker.

Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to Recognize March 2020 as Social Work Month. Motion carried unanimously.

7. **Agency Update – Staffing; MOUs with the Human Service Center, Agency Vehicle Update:**

- Two additional Social Work resignations were received in the past month, bringing the total to five. Several applications were received, with three

accepted offers. Interviews will continue, as well as exploring alternative options to fill all positions.

- Discussions continue on the 48.51.938 MOU and hope to have a draft soon.
- The new Agency vehicle was delivered today.
- The Drug Endangered Children committee continue to work on the development of the Boys and Girls Club, and staff have donated through the Department Jean Day fund.

8. 2018/2019 Financial/Statistical Reports:

The committee reviewed the Financial and Statistical Reports. Ms. Rideout informed the Department is still waiting on some funding sources for the final 2019 budget, but currently at an under \$100,000.00 deficit. The 2020 budget is in the very preliminary stages with a projected deficit of \$156,000.00.

Motion by Mr. Steven Schreier, seconded by Mr. Bill Liebert, to approve the 2018/2019 Financial/Statistical Reports. Motion carried unanimously.

9. Audit of Payments/Line Item Transfers:

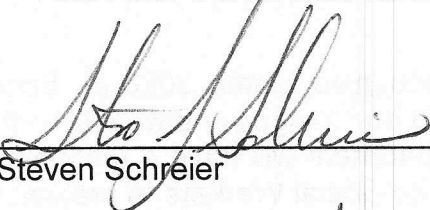
Motion by Mr. Steven Schreier, seconded by Mr. Bill Liebert, to approve the Audit of Payments and Line Item Transfers as presented. Motion carried unanimously.

10. Agenda Items for Future Meetings:


Human Service Center System Review Committee Update
ADRC/Social Services Reorganization Update
Update on the Closure of Lincoln Hills

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 11:07 a.m. The next meeting of the Social Services Committee will be Tuesday, March 24, 2020 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.



Mr. Steven Schreier



Mr. Alan VanRaalte, Chairperson

Date: February 25, 2020