

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF JUNE 17, 2024**

Members present: Mr. Robb Jensen, Chairperson, Mr. Dan Hess, Ms. Debbie Condado (Via Zoom) and Mr. Steven Schreier

Approved absence: Mr. Ted Cushing

Staff: Ms. Mary Rideout, Ms. Stephanie Keckeisen, Mr. Joel Gottsacker, Ms. Amber Dickman, Ms. Heidi Chavez

Other: Ms. Linnaea Newman

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

The regular meeting of the Oneida County Social Services Committee was brought to order at 1:00 p.m. by Mr. Robb Jensen, Chairperson; starting with the Pledge of Allegiance. 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. Dan Hess to approve the agenda as posted. All ayes; motion carried.

**2. Minutes of Social Services Committee – May 20, 2024:**

Motion made by Mr. Robb Jensen, seconded by Mr. Dan Hess to approve the Minutes of May 20, 2024 as presented. All ayes; motion carried.

**4. Public Comment: None**

**Veterans Services:**

- 1. 2024 Financial & Statistical Reports, Department Head Expense Voucher and Vender Payment Report:** It was noted by Mr. Robb Jensen that the Reports were received.

**Social Services:**

- 1. Discuss Changes to Committee Meeting Packets, Summary of Committee Meetings:** In the effort to go paperless, the County Coordinator has requested the agenda, minutes and supporting documents be available online as a pdf with spots to take notes. The Clerk's office will save the documents to a CBS share directory that all committee members will have access to. A brief summary of the meeting will be submitted to the County Coordinator for the County Board Members.
- 2. Woodland Enhance Health Services Commission – Need Oneida County Representative:** Clark County operates a health care facility that provides skilled

nursing services and accepts placement of adults and elderly that have behavioral or acute health care needs. They are seeking a new member to serve on the Commission. The Commission meets twice per year, in-person or via Zoom. Mr. Robb Jensen motioned to nominate Mr. Steven Schreier to serve on the Commission and forward to the County Board for approval, seconded by Mr. Dan Hess. All ayes; motion carried.

**3. 2025 Preliminary Budget Discretionary Decision Items:**

1. **Tri County Council On Domestic Violence** – When a client receives services Oneida County can be billed up to \$15,000 to help run the program. Both Vilas and Forest contribute.
2. **Supportive Home Care Program** – This program is mandated but no specific dollar amount is required. The budget amount was reduced by \$5,000 for 2024. Would like the budget to stay the same for 2025.
3. **Protective placements** – Protective Placement is Court Ordered and is mainly for aging adults. Since 2023 we have reduced this cost about \$20,000 and for 2024 nothing has been spent but have two individuals placed that are pending insurance payments.
4. **Juvenile/Children & Families Programs** – Requesting to keep the tax levy the same for 2025. It is a non-mandated service but assists the agency in maintaining children and youth in their homes.
5. **Crisis Respite Child Care** – Mandated service but no specific dollar amount is required. Requesting the county tax levy remain the same amount as 2024.

4. **County Transition Oversight Panel Update:** Ms. Mary Rideout requested to be removed from the Oversight Panel as she felt she should report to the panel the progress and get direction moving forward. The County Board has approved the removal and Ms. Lisa Charbarneau took her place.

**5. Human Service Department Planning Update:**

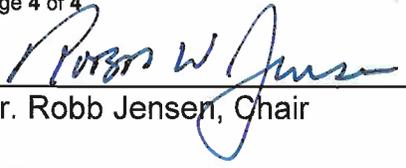
- a. **Staffing Workgroup Update – Benefit Conversion and Offers of Employment** – Wages, vacation, sick leave, personal days, compensatory time, health insurance, call time, PTO for Human Service employee's transition to Oneida County employees have all been approved by the Executive Committee. Ms. Lisa Charbarneau has drafted an offer of employment letter which is being reviewed with hopes offers will soon be made to Human Service Center employees. We will be requesting that all Human Service employees hired after August 31, 2024 will be hired as Oneida County employees so no transition will be necessary.
- b. **Human Services Organizational Structure** – With the merging of the two departments, the department is looking at adding a dedicated Deputy Director position and potentially reclassifying an administrative position to

an Office Manager position. All other positions will fall under their current department.

- c. **Executive Director Vacancy-Request for Out of Class Pay** – Ms. Tamara Feest and Mr. Keith Haselton have submitted their resignation. Ms. Mary Rideout has been approved to be the interim Director and Mr. Joel Gottsacker approved to be the On-site Administrator for the remainder of 2024 with wages for these positions being paid by the Human Service Center. These employees would receive out-of-class pay, and additional 10%, for assuming these responsibilities. Motion by Mr. Steven Schreier to approve the out of class payment schedule as presented and forward to the Executive Committee, seconded by Mr. Dan Hess. All ayes; motion carried.
- d. **Workgroup Update** – Workgroups continue to meet, New Program Teams are being developed and meetings with the Human Service Units/Departments are being held to discuss programming and transition to Oneida County.

\*Mr. Dan Hess was excused for another required County Commitment at 1:47 p.m.

- 6. **Agency Update: Staffing Update, Kinship Care definition information, 2023 Medical Assistance Report, World Elder Abuse Awareness Activities:** Child Support Specialist interviews will begin in early July, Dementia Care/ADRC Specialist interviews are set for June 18, 2024 and interviews for the Initial Assessment Social Worker have started. Legislation has passed that Kinship Care will now include placement with a Like-Kin caregiver meaning a child may be placed with an individual who has a significant emotional relationship with the child or the child's family that is similar to a familial relations. For World Elder Abuse Day the ADRC hosted on June 13, 2024, presentations, special games and a special lunch to help increase awareness.
- 7. **2024 Financial & Statistical Reports, Department Head Expense Voucher and Vender Payment Report:** It was noted by Mr. Robb Jensen that the reports were received, prior to Mr. Dan Hess's departure he had no questions.
- 8. **Public Comment:** None
- 9. **Agenda Items for future Meetings:** Usual agenda Items, Transition Update, Tech budget will be available in July; Preliminary overall budget.
- 10. **Adjourn:** There being no further business to be brought before the Committee, it was moved by Mr. Robb Jensen to adjourn the meeting at 1:53 p.m. The next meeting of the Social Services Committee will be July 15, 2024 at 1:00 p.m.



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Mr. Robb Jensen, Chair

Date: June 17, 2024