

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF DECEMBER 20, 2023.**

Members present: Mr. Jim Winkler, Chairperson, Ms. Linnaea Newman, Mr. Ted Cushing and Mr. Robb Jensen

Approved absence: Mr. Anthony Rio

Staff: Ms. Mary Rideout, Ms. Jeri Driscoll, Ms. Stephanie Keckeisen, Ms. Samantha Malone and Ms. Tammy Javenkoski

Other: Mr. Patrick Cork, Consultant, Steven Schreier, Mr. Russ Fisher (zoom) and 1 unknown

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

The regular meeting of the Oneida County Social Services Committee was brought to order at 1:02 p.m. by Mr. Jim Winkler, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Robb Jensen, seconded by Ms. Linnaea Newman to approve the agenda as posted. All ayes; motion carried.

**2. Minutes of Social Services Committee – November 16, 2023:**

Motion made by Mr. Ted Cushing, seconded by Mr. Robb Jensen to approve the Minutes of November 16, 2023 as presented. All ayes; motion carried.

**3. Public Comment:**

None

**Veterans Services:**

**1. Northwoods Veterans Homestead Update:**

We had the Pig Roast Fundraiser. We don't have final numbers yet but didn't make as much as we thought. Made about \$20,000 and we made \$17,000 last year. Looking to reconsider the day of the Pig Roast. Talked about the land project. Looking into getting rid of trees, Peter was shopping around for Insurance, we voted on this last meeting and are now insured. Informational only, no action needed.

**2. 2023 Financial & Statistical Report, Department Head Expense Voucher and Vendor Payment Report:**

Noted we are under budget for the year. We have gotten calls from Veterans with no money asking for Christmas gifts. Ms. Tammy Javenkoski is shopping for two teenage children and food cards for the family. Ms. Mary Rideout suggested Ms. Tammy Javenkoski call Ms. Sue Liberski at Social Services to see if she had any extra gifts.

**3. Public Comment: None**

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

- Mr. Ted Cushing noted he will not be able to make the January 18, 2024 meeting. Will try to attend via zoom. All agreed to schedule.
- Mr. Jim Winkler asked to have an update on Wreaths Across America in the Court House next meeting, January 18th, 2024.
- Northwoods Veterans Homestead
- Normal Agenda Items.

**Social Services:**

**1. Human Service Center Structure Update – Consultant Contract:**

- a. Ms. Mary Rideout introduced Mr. Patrick Cork the consultant. Mr. Patrick Cork is here to do a feasibility study, he is a Licensed Clinical Social Worker and has history working in the Northern Region. He has worked for 20+ years for the Department of Health Services.
- b. Mr. Patrick Cork will bring the Stakeholders together starting in December in small meeting groups and hopes to finish by February. In March he plans to create a Summary or Report and talk about recommendations.
- c. Ms. Mary Rideout stated that letters from all three counties and the HSC Director to clients and providers at the Human Service Center has been completed and is being distributed. The Oneida County Social Services website will be the main hub that we will post all the information to. Each County will have a link on their page directing them to the Oneida County DSS website for updates and information. Oneida County is also working on getting info out on their Facebook page. Ms. Mary Rideout had a meeting with the Human Service Staff on December 14, 2023 to answer questions. It was noted we need the Human Service staff as Social Service staff cannot absorb any job duties. We need to focus on rebuilding relationships and focus on serving clients. There were concern from the Human Service staff on how their benefits and/or job description may change. Ms. Mary Rideout said she would talk to Michael Fugle on WI statue 46.23 (3)(d) and if it applies regarding employee's seniority and benefits. All three counties have different benefits.

**2. Department Long Range Plan 2023 Update and 2024 Changes:**

Ms. Mary Rideout explained that the long range planning committee is made up of staff and supervisors that meet every quarter to go over the plan and hold everyone accountable. Column five was added for the Human Service Restructuring in 2024. This will be updated and added to once a structure is determined.

**3. 2024 Non-Confidential Contract Approval:**

The Committee was provided with a list of non-confidential purchase of service contracts for 2024 that require their approval. Motion by Mr. Robb Jensen, seconded by Mr. Ted Cushing to approve the 2024 purchase of Service contracts. All ayes; motion carried

**4. 2024 Meeting Schedule:**

Social Service Committee meetings will be the Thursday after the County Board meetings. Ms. Jeri Driscoll will reserve the County Board Room. It was noted that scheduling meeting rooms is difficult at times and to help with scheduling dates adding zoom capabilities to more rooms or allowing public to listen without video capability may help.

**5. Agency Update:**

**Staffing/Vacancies:**

- Third month in a row we currently do not have any vacancies. For 2024 No retirements that any one has mentioned but there are a few employees getting to that point.
- Thanksgiving donations; working with an outside organization for baskets for 2024.
- Secretary Emilie Amundson visited the department.
- The Agency had an In-Service day where ½ the day was spent at the service and the other ½ of the day staff was encouraged to use to complete a project they have not been able to get too.
- The Agency was awarded the Relative Caregiver Grant for \$9,550.

**6. 2023 Financial & Statistical Reports, and Vendor Payment Report:**

Ms. Mary Rideout mentioned we should end the year in the black. At this point she does not think Oneida County will be eligible for any more grants. Out-of-Home placement is down from last year; largely due to not having youth placed at Lincoln Hills. Ms. Mary Rideout will get an update on Lincoln Hills for the January Committee meeting. The Committee acknowledged receipt and acceptance of the Financials and Statistical Reports as well as the Vender Payment Report.

**7. Public Comment:**

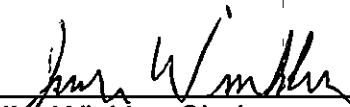
No Public Comment.

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

Lincoln Hills Update  
Human Service Structure  
Usual Agenda Items

**8. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Jim Winkler to adjourn the meeting at 2:13 p.m. The next meeting of the Social Services Committee will be January 18, 2024 at 1:00 p.m.

  
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Mr. Jim Winkler, Chair

Date: December 20, 2023