

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF MAY 22, 2023**

Members present: Mr. Jim Winkler, Mr. Ted Cushing, Mr. Robb Jensen, Ms. Linnaea Newman (9:10 a.m.)

Approved absence: Mr. Anthony Rio

Staff: Ms. Mary Rideout, Mr. Joel Gottsacker, Ms. Tammy Javenkoski, Ms. Heidi Chavez, Ms. Jeri Driscoll

Other: Mr. Steven Schreier

**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. 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 Mr. Ted Cushing to approve the agenda as posted. All ayes; motion carried.

**2. Minutes of Social Services Committee – April 24, 2023:**

Motion made by Mr. Ted Cushing, seconded by Mr. Robb Jensen to approve the Minutes of April 24, 2023 as presented. All ayes; motion carried.

**3. Public Comment:**

None

**Veterans Services:**

**1. Veterans Benefits Expo Debrief:**

The Expo was a great success. There was 430 people signed in for the event. There was one person that suggested that the signs for the tables be hung on the wall above the tables as when there were a lot of people around a table you could not see who the vendor was. All others had positive comments. Informational only, no action needed.

**2. Northwoods Veterans Homestead:**

Ms. Tammy Javenkoski reported that they have purchased property. The location will be made public soon but is approximately 4 acres and about 4 miles out of town. Informational only, no action needed.

**3. 2022 Veterans Service Office Annual Report:**

Ms. Javenkoski reviewed the Annual Report with the Committee. The committee suggested in the future to use bullets rather than letter format as it is easier to read otherwise no other questions. Informational only, no action needed.

4. **2023 Financial & Statistical Report, Vouchers, Audits of Payments and Line Item Transfers:**
  - There was one voucher for mileage for Ms. Javenkoski to travel to WSAW for an interview regarding the Veterans Benefit Expo.
  - Reviewed Statistical Report.
  - Motion by Mr. Ted Cushing, seconded by Ms. Linnaea Newman to approve the Vouchers and Statistical Report as presented. All ayes; motion carried.
5. **Public Comment:** None
6. **Agenda Items for Future Meetings:**
  - Northwoods Veterans Homestead
  - Memorial Day Update
  - Normal Agenda Items.

**Social Services:**

1. **Date and Time for Future Committee Meetings:**

Committee Meeting Dates/Time will change to the Thursday after the County Board Meeting at 1:00 p.m. The next meetings will be on June 22, 2023 and July 20, 2023 at 1:00 p.m. with the location to be determined. Will get the updated calendar of meetings to the committee members.
2. **Structure of Human Services in Oneida County-Discuss:**

Ms. Mary Rideout explained that information was received from the Human Service Center. She has questions regarding the statistics. Ms. Rideout stated that the information from the Human Service Center were solutions based rather than specific issues. Ms. Rideout stated that this was on the Public Safety agenda and they suggested that all areas Sheriff, Social Services and Corporation Counsel meet with their counterparts in Vilas and Forest. Once that meeting is complete then they could like another Joint Meeting between the Social Services Committee and Public Safety. The meeting with Vilas and Forest is in the process of being scheduled and will occur in early June. Results of this will be brought to the next Social Services Committee Meeting. Informational only, no action needed.
3. **Criminal Justice Coordinating Committee (CJCC) Update:**

Ms. Mary Rideout gave an update to the committee:

  - A Coordinator has been hired – Trisha Moore. Trisha is an employee of Justice Point and is funding through the Treatment and Diversion (TAD) Grant.
  - Two Case Managers will be hired that will serve both Oneida and Vilas County.

- Office space is being provided to Justice Point in the Department of Social Services. The value of this office space will be used as an in-kind match for the grant. Furniture and computer equipment is being purchased and will be our cash match for the grant. This is funded with ARPA dollars designed to Substance Use mitigation.
- The CJCC has a sub-committee that will directly oversee the Diversion Program and will report back to the CJCC. The sub-committee is currently working on the Diversion Policy and Procedure manual.
- The CJCC is investigating how we can fill the substance use service gap. We are currently surveying other counties with Diversion and/or Treatment Courts on how they obtain substance use services.
- We are working on a "system mapping" of the Oneida County Criminal Justice system to determine decision points and places where participants may be diverted from the criminal justice system.

**4. Social Services 2022 Annual Report:**

Ms. Heidi Chavez went over the Annual Report. This will need to be presented to the County Board. Motion by Mr. Robb Jensen, seconded by Mr. Ted Cushing to approve the Annual Report and present to the County Board. All ayes; motion carried.

**5. Creation of a Social Worker Technician Position and Tuition Reimbursement:**

The committee received the draft job description and was provided with a draft tuition reimbursement policy. Ms. Mary Rideout explained that it is difficult to hire a Social Worker who is certified. In the past we have had applicants that have a Bachelor's Degree in a Human Service field and they can obtain a training certificate to become a Certified Social Worker. It is becoming difficult to hire people with a Bachelor's Degree in a Human Service Field. We would like to be able to hire a Case Manager type position at a grade level lower than the Social Worker and then allow for tuition reimbursement for people with another Bachelor's Degree or close to obtaining a Bachelors. This would require an Educational Plan on how to get their Bachelor's Degree within two years and then an additional two years to obtain the Social Worker Certification. They would be eligible for tuition reimbursement up to four years. They would need to stay employed for two years after their reimbursement. If they do not stay employed it would be pro-rated for them to pay back the tuition reimbursement. Motion by Mr. Robb Jensen, seconded by Mr. Jim Winkler to approve the creation of this position with tuition reimbursement and forward to the LRES Committee. All ayes; motion carried.

**6. Need for a Committee Secretary:**

The committee had a discussion on the need for a County Board Member to act as Secretary of the committee. It was determined to discontinue the Committee

Secretary Position. Motion by Mr. Ted Cushing, seconded by Mr. Jim Winkler to discontinue the Committee Secretary Position. All ayes; motion carried.

**7. Agency Update: Staffing/Vacancies, Remodeling Project Update:**

Staffing/Vacancies:

- We hired a Social Worker to fill our vacancy and she will begin on May 30.
- One of our Social Workers, Marsha Holley, applied for and was selected for the Children Service Support position. We now have to fill that Social Work vacancy.
- Interviews for the Economic Support position were done May 15<sup>th</sup>. We are scheduling second interviews.

Remodeling Update:

- The remodeling project is almost done. We are using the new multi-purpose room and the new visitation room. We are getting furniture and desks re-organized in the new spaces. Some final work on cabinets will be done May 25<sup>th</sup>.

**8. 2023 Financial & Statistical Reports, Workers Compensation Report, Vouchers, Audit of Payments and Line Item Transfers:**

The committee reviewed the Financial/Statistical Reports, Workers Compensation Report and Audit of Payment. There were no line item transfers or vouchers just the normal expenditures. The Workers Compensation Report has one carry over from 2022 but nothing new in 2023. This is a combined budget with the ADRC. We are projected to break even. With pandemic era benefits ending, FoodShare benefits decreased by approximately 50% from February to March. Medical Assistance numbers continue to be high, but we may see that begin to decrease with the unwinding of pandemic benefits in June.

Motion by Mr. Robb Jensen, seconded by Mr. Jim Winkler to approve the Financial/Statistical Report, Workers Compensation Report and Audit of Payments as presented. All ayes; motion carried.

**9. Public Comment:**


No Public Comment.

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

Structure of the Human Service Center Update  
Tour of Social Services  
Energy Assistance  
Usual Agenda Items

**9. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Jim Winkler to adjourn the meeting at 10:10 a.m. The next meeting of the Social Services Committee will be June 22, 2023 at 1:00 p.m.

  
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Mr. Jim Winkler, Chair

Date: May 22, 2023