

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE  
MINUTES OF JUNE 28, 2022**

Members present: Mr. Bob Thome, Jr. (Chair), Mr. Jim Winkler, Ms. Linnaea Newman, Mr. Ted Cushing, Mr. Anthony Rio

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Jeri Driscoll, Ms. Heidi Chavez, Mr. Joel Gottsacker (9:30 a.m.)

Other: Ms. Kelly Holm from the Lakeland Times, 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. Bob Thome, Jr., Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Ms. Linnaea Newman, seconded by Mr. Jim Winkler to approve the agenda as posted. All ayes; motion carried.

**2. Minutes of Social Services Committee – May 24, 2022:**

Motion made by Mr. Ted Cushing, seconded by Mr. Jim Winkler, to approve the Social Services Committee Minutes of May 24, 2022 minutes as presented. All ayes; motion carried.

**3. Public Comment:**

No comments.

**Veterans Services:**

**1. 2023 Staffing Request:**

Ms. Tammy Javenkoski reported that she is requesting a 60-hour LTE while at the CVSQA-WI spring and fall conferences. Last year she requested an additional 100 hours for scanning of files but there is a volunteer who is working on scanning those files. Motion by Mr. Ted Cushing, seconded by Mr. Jim Winkler to approve the 60-hour LTE position. All ayes; motion carried.

**2. Veterans Service Office Confidentiality Statement:**

Ms. Tammy Javenkoski reported that the Veterans Service Office Confidentiality Agreement was approved by Corporation Counsel. Motion by Mr. Jim Winkler, seconded by Ms. Linnaea Newman to approve the Confidentiality Statement. All ayes; motion carried.

**3. Update on Northwood's Veterans Homestead:**

Ms. Tammy Javenkoski shared that they had been looking at property in the city of Rhinelander but that location probably will not go through. Will be looking at property were the Trigs bakery was located. They will continue to fundraise since

they will need to raise money for capital regardless of where the property will be. Informational only, no action taken.

**4. 2022 Financial & Statistical Reports:**

Ms. Tammy Javenkoski presented the Statistical report. The only vouchers were for the hotel expense from the spring conference. There were no line item transfers. Motion by Mr. Ted Cushing, seconded by Ms. Linnaea Newman to approve the Statistical Report and Vouchers as presented. All ayes; motion carried.

**5. Public Comment:**

Ms. Kelly Holmes from the Lakeland Times requested introductions from the committee.

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

- 2023 Veterans Service Office Budget Proposal
- Northwoods Veterans Homestead Update
- 2021 Annual Report
- 2022 Fall Conference
- Usual Agenda Items

**Social Services:**

**1. 2023 Staffing Request – Social Worker and Lead Social Worker Positions:**

Ms. Mary Rideout presented the staffing levels compared to the tool. Social Services is 3.7 FTE short on Social Workers and 1.7 FTE short on Supervisors according to the DCF workload tool. Ms. Mary Rideout is requesting an additional Social Worker that would work in Ongoing as well as Youth Justice and two Lead Social Workers, which would be current Social Work positions promoted to Leads. Ms. Mary Rideout explained that there should be funding available through ARPA dollars for the Social Work position for the next three years and would be evaluated whenever there is a vacancy in Social Work Positions. Motion by Mr. Ted Cushing, seconded by Ms. Linnaea Newman to approve the Social Worker and Lead Social Worker Positions and forward to the LRES Committee. All ayes; motion carried. .

**2. 2023 Budget Decision Items:**

Ms. Mary Rideout presented the 2023 Budget – Decision Items. There are five items: Tri County Counsel on Domestic Violence (non-mandated), Supportive Home Care Program (mandated), Chapter 55 Protective Placements, Juvenile/Children & Families Program (non-mandated) and Crisis Respite Child Care (mandated) which are funded with County tax levy (all or partial). Tax levy dollars are the same as in 2022. Motion by Mr. Ted Cushing, seconded by Mr. Bob Thome to approve the 2023 Budget Decision Items as presented. All ayes; motion carried.

**3. Criminal Justice Coordinating Committee (CJCC) Information:**

Ms. Rideout presented to the committee that there is a group of people working on establishing a Criminal Justice Coordinating Committee (CJCC). In 2019 there was a group looking at starting a Treatment Court but then the pandemic hit and it was put off for a couple of years. The group re-grouped and felt that a CJCC Committee could to be established to determine if a Treatment Court or other program should be established in Oneida County.

A CJCC is an inclusive term applied to informal or formal committees that provide a forum where many key justice agency officials and other officials of general government may discuss justice system issues. Substance abuse in Oneida County drives a lot of what Social Services does, which is only a piece of the substance abuse issue. It is felt that Oneida County should have a formal committee that is approved by the County Board. The group will be meeting again this week to discuss establishing a CJCC in Oneida County. Oneida County's CJCC would be specific to the needs of Oneida County whether it be a Treatment Court, Diversion Programs and governed by a membership that is broadly representative of both local elected officials of government and elected and appointed criminal justice agency administrators from within the county's geographic boundaries.

**4. Vehicle Appropriation Account:**

Ms. Mary Rideout explained that Social Services has established a Vehicle Appropriation Account with \$12,509.35 in the account. This will allow the department to replace our fleet vehicles, hopefully without requesting additional funds. We currently have two mini-vans used by staff, primarily for transporting youth and families. They are also used for home-visits and to attend out of town training. Informational only, no action needed.

**5. Agency Update: Staffing, Building Project Update, Case Staffing with the Human Service Center, Elder Abuse Awareness Day, Security Concerns:**

- Staffing
  - Tracy Caswell accepted the APS Social Work Position. This created an opening at the ADRC. Sarah Phelps, a Children Protective Services Social Worker applied for and has accepted the ADRC Specialist Position. This creates a Social Work vacancy in the Children and Families unit. We have begun the recruitment for this position.
  - Maria Cox, part-time Account Technician at the ADRC, has submitted her resignation. We will not be filling this position at this time. We are evaluating if her job duties can be absorbed by other staff within our Department.
  - The reclassification request for clerical staff was approved by the County Board.

- **Building Project Update:**
  - We received one bid for our building project. It was within our estimated budget. We also received a quote for cabinetry. The funding for our project was approved by County Board on June 21, 2022. We will work with Building and Grounds and the contractor on scheduling. We anticipate this being a winter project.
- **Case Staffing with the Human Service Center:**
  - Monthly meetings are held with representative of the Human Service Center (HSC) regarding cases we have in common. Many of the cases we have, both in Children Services and Adult Services, also receive services from HSC. These meetings have improved coordination, but some issues remain around availability of needed services for clients and the length of time it takes to get services in place.
- **Elder Abuse Awareness Day:**
  - June 15 is Elder Abuse Awareness Day. Our I-Team, and particularly our staff member Carrie Mikalauski, developed and implemented this year's event.
- **Security Concern:**
  - The Social Services Department often works with people at the most vulnerable, emotional and stressful times in their lives. This, at times, can result in people responding to staff in very negative ways. When these interactions include threats to staff, the facility or others, they are reported to Law Enforcement. Our Safety team reviews these situations, and makes recommendations.

**6. 2022 Financial & Statistical Reports, Vouchers, Audit of Payments and Line Item Transfers:**

The committee reviewed the Financial/Statistical Reports, Vouchers and Audit of Payment. The projected 2022 deficit for the Department of Social Services is approximately \$351,779.

- Motion by Ms. Linnaea Newman, seconded by Mr. Jim Winkler to approve Financial and Statistical Reports, Vouchers and Line Item Transfers as presented. All ayes; motion carried.

**7. Public Comment:**

No comments.

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

-Budget

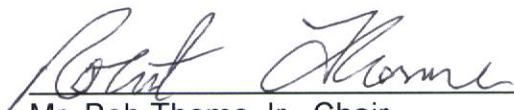
-Usual Agenda Items

**9. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Bob Thome, Jr. to adjourn the meeting at 10:10 a.m. The next meeting of the Social Services Committee will be Tuesday, July 26, 2022 at 9:00 a.m. in the County Board Room.

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Mr. Anthony Rio, Secretary



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Mr. Bob Thome Jr., Chair

Date: June 28, 2022

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*Tony Rio*

Signer ID: 180YZVNPC7...

Mr. Anthony Rio, Secretary

*Bob Thome*

Mr. Bob Thome Jr., Chair

Date: June 28, 2022



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*Tony Rio*

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