

**ONEIDA COUNTY HUMAN SERVICES COMMITTEE  
MINUTES OF AUGUST 18, 2025**

Members Present: Mr. Robb Jensen, Chairperson, Mr. Dan Hess, Mr. Steven Schreier, Ms. Debbie Condado, Ms. Tiffany Rohan (Zoom),

Members Excused: Mr. Ted Cushing, Mr. Jim Winkler, Ms. Angie Koch

Staff: Ms. Beth Hoerchler, Mr. Joel Gottsacker, Ms. Carrie Mikalauski, Ms. Heidi Chavez, Mr. Jason Dailey, Ms. Tracy Hartman

1. **Call to Order. Approval of Agenda:** The regular meeting of the Oneida County Human 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 Ms. Debbie Condado to approve the agenda as posted. All ayes; motion carried.
2. **Minutes of July 21, 2025 Human Services Committee Meeting** Motion made by Mr. Steven Schreier, seconded by Mr. Robb Jensen to approve the minutes of July 21, 2025. All ayes with the exception of Mr. Dan Hess who abstained; motion carried.
3. **Public Comment:** None.

**Veterans Services:**

1. **2025 Financial & Statistical Reports, Department Head Expense Voucher and Vender Payment Report:** It was noted by Mr. Robb Jensen that the Financial Reports were received.
2. **Update on 2024 Annual CVSO Report:** Mr. Jason Dailey stated that the federal numbers needed for the report won't be released until either October or November. Once those numbers are received, the report will be updated and presented.
3. **Accreditation Status of Admin Assistant:** In order to access VA Systems, we have to be accredited through the VA. Ms. Sam has finished all of her training and she has been accredited with a couple VA services and is working on getting accredited on the rest of the VA services.
4. **2026 CVSO Proposed Budget:** The biggest change in the proposed budget is Ms. Tammy Javenkoski's anticipated retirement, which adds in the retirement health insurance to the budget. Nothing else surprising to the budget. Without the retirement health insurance, it's \$3,000.00 more for 2026 than this year. Mr. Robb Jensen made a motion to approve the 2026 CVSO Proposed Budget as presented; Mr. Steven Schreier seconded the motion. All ayes; motion carried. Moves to the Executive Committee.

### **Human Services:**

Motion by Mr. Robb Jensen to amend the rules to move item #5 & #6 to the top of the agenda. Mr. Steven Schreier seconded. All ayes; motion carried.

1. **2025 Purchase of Service Contracts for Review and Approval:** Motion by Mr. Dan Hess, seconded by Ms. Debbie Condado to approve the 2025 Purchase of Service Contracts as presented. All ayes; motion passes.
2. **Fieldprint:** Fieldprint approached the Department to host a kiosk at the ADRC. Currently, the closest Fieldprint kiosk is in Wausau. This would be of no cost to the County and actually will generate minimal revenue. The training is also minimal. Mr. Steven Schreier said that this would be a great opportunity for the community as more and more places require fingerprinting in order to be hired. Ms. Debbie Condado made a motion to allow a Fieldprint kiosk to be located at the ADRC. Mr. Robb Jensen seconded the motion. All ayes; motion carried.
3. **Vital Strategies Grant – Update:** The Human Service Department has been working closely with the CJCC Committee to provide services for the opioid and other substance use disorders. Ms. Jennifer Chiamulera wrote for this grant and this was informing this committee that this grant was received. The County will need to match the funding provided with Opioid dollars.
4. **Update to Committee on Public Safety Committee meeting requests:** Last week we presented to the CJCC Committee and Public Safety Committee on the six year proposal for the CJCC Committee, .5 Jail Service Facilitator, and long term plan on spending opioid settlement money. Both committees were supportive of this plan. Discussion on the specifics of the plan and what a great service this will provide to citizens of Oneida County.
5. **2026 Human Service Department Budget Hearing and Approval:** Ms. Heidi Chavez went through the proposed 2026 budget. Human Services is proposing to eliminate a .5 FTE Billing Clerk position as well as eliminate a 1.0 FTE Peer Support Specialist. Other change is that we currently have a .5 FTE Crisis Service Facilitator, which we would like that to go to 1.0 FTE to cover that individual as a Jail Crisis Service Facilitator.

Goal Form: Continuing to streamline services with Human Service Department. Reduce Out-of-Home Care placements/costs. Started weekly out-of-home care meetings. Improving onboarding/training new staff. Recently weekly out-of-home care meetings to discuss ways we can get children home faster.

Discussion regarding tax levy. Reminder that the Executive Committee moved moving the Family Care Contribution amount to our budget. For 2025, a general fund transfer was done to cover the \$330,059. This will need to be funded by county tax levy or a general fund transfer again. Additionally, the Sheriff's Department will eliminate a contracted position for our .5 FTE Crisis Facilitator moving to 1.0 FTE. This would eliminate \$65,000 from their budget to be transferred to ours. This would put us at an increase in tax levy of \$44,286 from last year. Part of the increase in our cost is the Nutrition Program. This is due to the funding continuing to decrease and the increase cost in congregate meals. The other area of caution is our Out-Of-Home Care costs are continually increasing. Realistically, we are \$2 million overspent in out of home care. The other area is the Residential Care budget. If we had to cut, we would have to cut a non-mandatory program, which this dept. doesn't have a lot of non-mandatory programs.

Discussion regarding ADRC budget. The benefits coordinator is a federal match program. When federal funding changes, our budget has to change. We can also look at increasing the suggested donations for congregate meals, but we can't make anybody pay for those meals.

Timber Drive location really doesn't have an increase in the budget.

We have no idea what is going to happen with the Medicaid system. We can't budget for something that we have no idea how they're going run. Currently, the Economic Support budget is 50% funded from federal money.

Ms. Tracy Hartman mentioned that a mandated/non-mandated service form was not included in the budget packet.

Ms. Tracy Hartman asked on the organizational chart if there were no other new positions added. Ms. Heidi Chavez indicated that no new positions were created, with the exception of the .5 FTE Jail Crisis Service Facilitator mentioned previously and that two positions were eliminated. Ms. Heidi Chavez stated that most of the changes that were made were due to name changes due to the transition.


Question regarding vehicle appropriation accounts. We bill out the IRS mileage rate. Taking from revenues, not tax levy.

Mr. Steven made a motion to approve as presented. Seconded by Mr. Dan Hess. All ayes; motion passes.

6. **Capital Improvement Project – ADRC Agency Vehicle:** We made this request before, but it was missed in the process. We are requesting an agency vehicle for the ADRC staff. Currently, they have been using our current vehicles as well as

the Health Dept. vehicles. We would save money if we had our own vehicle rather than paying for mileage. This is also a safety concern as we've found drug paraphernalia when transporting clients. Timber Drive currently has one agency vehicle and the courthouse has two agency vehicles. Ms. Heidi Chavez explained our vehicle policy. Mr. Hess stated he feels staff using their own vehicles is a very poor practice. This is listed on the form wrong. It should be a one-time general fund transfer in 2026. Mr. Robb Jensen made a motion to approve as presented. Ms. Debbie Condado seconded. All ayes; motion passes.

7. **Vacancies and Recruitment, Events:** We filled a number of positions this past month. We have a couple that are posted. We will more than likely eliminate some of those vacant positions. We are looking at possibly changing the CCS facilitator into a Mental Health Tech position.
8. **2025 Financial & Statistical Reports, Department Head Expense Voucher and Vender Payment Report:** It was noted by Mr. Robb Jensen that the financial reports were received.
9. **Public Comment:** None
10. **Agenda Items for future Meetings:** Usual agenda items. Members should contact Ms. Beth Hoerchler or Mr. Robb Jensen if they would like something placed on the agenda.
11. **Adjourn:** There being no further business to be brought before the Committee, it was moved by Mr. Robb Jensen to adjourn the meeting at 2:08 p.m. The next meeting of the Human Services Committee will be September 15, 2025 at 1:00 p.m.

  
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Mr. Robb Jensen, Chair  
Date: August 18, 2025