

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF FEBRUARY 21, 2024**

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. Stephanie Keckeisen and Ms. Tammy Javenkoski

Other: Mr. Steven Schreier (zoom), Ms. Tamara Feest (Human Service Director)

1. Call to Order. Approval of Agenda:

The regular meeting of the Oneida County Social Services Committee was brought to order at 2:00 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. Ted Cushing, seconded by Mr. Robb Jensen to approve the agenda as posted. All ayes; motion carried.

2. Minutes of Social Services Committee – January 18, 2024:

Motion made by Mr. Ted Cushing, seconded by Mr. Robb Jensen to approve the Minutes of January 18, 2024 as presented. All ayes; motion carried.

3. Public Comment: None

Social Services:

1. Human Service Center Structure Update:

At the end of January, the Human Service Center had 12 vacancies. Two more resignations were submitted, one in February for the Emergency Supervisor and one in March for CLTS and will have two employees retiring at the end of April. The Human Service Center has been able to fill 5 of the 12 vacancies with new LTE (Limited Term Employment) hires. These new hires consist of a Mental Health Technician, H.R. Manager, CMA Outpatient, Behavioral Health Facilitator and a CLTS Coordinator (CLTS Coordinator is set to start February 28, 2024). There is CCS staff that is pending but should know next week. Ms. Tamara Feest has made some internal changes, part-time employees have now become full-time employees in the Emergency Services section which will help cover the 2nd shift and has allowed 24/7 coverage again. The Human Service Center currently has a staff member in training for a Mental Health Therapist and will move to part-time come March 22, 2024 to see how that goes. Ms. Tamara Feest has taken on the duties of the Outpatient Clinic Manager and is holding off on replacing the

Emergency Service Manager and any other new employees until the outcome of the new structure is decided. The CCS program currently has 55 referrals on the waitlist; 39 of the 55 reside in Oneida County the other 16 reside either in Forest or Vilas County. If they were to fill at least two of the CCS positions it would roughly take 25 people off the waitlist and if all three positions were filled the waitlist could potentially be cleared within a couple of months.

2. Woodland Enhanced Health Services Commission Meeting:

This meeting will be held Thursday, February 22, 2024; will give update next month.

3. Health Insurance Portability and Accountability Act (HIPAA) Software update:

ITS, Public Health and Social Services requested the use of ARPA funds to purchase software to update, store and maintain our HIPAA policies and procedures. It would also provide employee training and track training, in addition to directing us through the electronic audit process. The request was denied by the County Board, however, ITS and Public Health are exploring if they have funds within their current budget. Social Service does not have the funds, but maybe requested to help support the cost of the software in our 2025 budget.

4. Criminal Justice Coordinating Committee (CJCC) update and long range planning:

There are currently six people enrolled in the program this year. The 2024 TAD grant was received in full and the grant should be available for about 5 years total. The CJCC Sub-Committee is looking at ways to spend the Opioid settlement money which is about \$350,000 at this time.

5. Agency Update: Staffing, Benefit Recovery for 2023:

The vacant Administrative Support position has been filled by Amber Bell who started February 19, 2024. The committee reviewed benefit recovery statistic for 2023.

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

For the 2023 budget year Oneida County of Social Services and ADRC is about \$250,000 under spent. Motion by Mr. Jim Winkler, seconded by Mr. Ted Cushing to approve the expense travel voucher to Appleton for a Child Support Conference for Ms. Mary Rideout. All ayes; motion carried.

7. Public Comment: No public comment.

8. Agenda Items for future Meetings:

Usual agenda Items. On March 14, 2024 at 9:30 a.m. there will be a joint Public Safety and Social Services Committee meeting. (Social Service Committee will also have their regular meeting on March 21, 2024 at 1:00 p.m.)

Veterans Services:

1. Northwoods Veterans Homestead Update:

The Board of Directors voted to build two transitional homes on their property. These homes will be available once a veteran has employment, a steady income, and has the ability to pay rent. The November Pig Roast raised about \$28,000, which is \$11,000 more than last year.

2. Travel for CVSO and ACVSO to Iron Mountain, MI: Motion by Mr. Ted Cushing, seconded by Mr. Robb Jensen to approve the Travel to Iron Mountain, MI for Ms. Tammy Javenkoski and Mr. Jason Dailey to get updated Personal Identification Verification (PIV) cards, which are needed to utilize the VA system. All ayes; motion carried.

3. Travel for CVSO and ACVSO to Green Bay, WI: Motion by Mr. Ted Cushing, seconded by Mr. Robb Jensen to approve the Travel to Green Bay, WI for Ms. Tammy Javenkoski and Mr. Jason Dailey to attend the CVSOA-WI spring conference. All ayes; motion carried.

4. April Committee Meeting: Ms. Tammy Javenkoski will not be here for the April Meeting due to being at the CVSOA-WI spring conference.

5. 2024 WDVA Grant Application: Motion by Mr. Robb Jensen, seconded by Ms. Linnaea Newman to approve the 2024 WDVA Grant Application. All ayes; motion carried.

6. Public Comment: None

7. Agenda Items for Future Meetings: Ms. Tammy Javenkoski will be here for the March Meeting but not April. Usual Agenda Items.

8. Closed Session:

It is anticipated that motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(c).

“considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility.” Topics: Department Head Evaluation and Goals; Social Services Director. It is anticipated that the committee will return to open session by roll call vote to consider the remainder of the meeting agenda. At

3:11 p.m. Ms. Linnaea Newman Motioned to move to Closed Session, Mr. Ted Cushing seconded. Roll call vote, Ms. Linnaea Newman, yes; Mr. Jim Winker, yes; Mr. Rob Jensen, yes; Mr. Ted Cushing, yes. Motion carried. The committee moved to close session.

Motion to return to open session by Ms. Linnaea Newman, seconded by Mr. Ted Cushing, roll call vote Ms. Linnaea Newman, yes; Mr. Jim Winkler, yes; Mr. Rob Jensen, yes; Mr. Ted Cushing, yes; motion carried.

Motion made by Mr. Robb Jensen, seconded by Ms. Linnaea Newman to forward Ms. Tammy Javenkoski's self-evaluation to the LRES. All ayes; motion carried.

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 3:30 p.m. The next meeting of the Social Services Committee will be March 21, 2024 at 1:00 p.m.

Mr. Jim Winkler, Chair

Date: February 21, 2024