

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE**  
**MINUTES OF MARCH 26, 2019**

Members present: Mr. Bob Metropulos, Mr. Steven Schreier, Mr. Alan VanRaalte, Mr. Jim Winkler and Mr. Bill Liebert

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Heidi Chavez, Ms. Amy Mayo and Ms. Megan Mode

Public: None

**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 Metropulos, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the agenda as posted. Motion carried unanimously.

**2. Minutes of Social Services Committee – February 26, 2019:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the Social Services Committee minutes of February 26, 2019. Motion carried unanimously.

**3. Public Comment:**

None.

**4. Closed Session:** It is anticipated that a 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." Topic: Approve Minutes of February 26, 2019 Closed Session.

It is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.

Motion made by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to move into Closed Executive Session at 9:01 a.m. Roll call vote: Mr. Bob Metropulos, aye; Mr. Bill Liebert, aye; Mr. Steven Schreier, aye; Mr. Alan VanRaalte, aye; and Mr. Jim Winkler, aye. The committee moved into Closed Executive Session.

Staff present during Closed Session were Ms. Mary Rideout, Ms. Tammy Javenkoski and Ms. Megan Mode.

Motion made by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to move into Open Session at 9:05 a.m. Roll call vote: Ms. Bob Metropulos, aye; Mr. Bill

Liebert, aye; Mr. Steven Schreier, aye; and Mr. Alan VanRaalte, aye. The committee moved into Open Session.

Mr. Bob Metropulos announced that the Closed Session Minutes of February 26, 2019 were approved during closed session. Roll call vote: Mr. Bob Metropulos, aye; Mr. Bill Liebert, aye; Mr. Steven Schreier, aye; Mr. Alan VanRaalte, aye; and Mr. Jim Winkler, abstain.

### **Veterans Services:**

**1. Veterans Benefits Expo Update:**

Ms. Tammy Javenkoski informed organizing is coming along, with a newly added representative from the 2020 Census Bureau attending. Ms. Javenkoski stated their office also put \$700.00 into advertising the event in a ¼ page ad in the Star Journal/Hodag Buyer's Guide, the Foto News in Merrill and the Antigo Times/Shopper.

**2. Wisconsin Department of Veterans Affairs (WDVA) Grant to County Veterans Service Officers:**

Ms. Javenkoski stated their office has received the \$10,000.00 grant for 2019. There was no grant increase in the 2019 state biennium budget, but Secretary-designee Kolar of WDVA is in support of an increase in the future.

**3. County Veterans Services Officer Reclassification Update:**

Ms. Javenkoski stated the reclassification for the County Veterans Services Officer was not recommended by Carlson-Dettmann, based on the Job Description Questionnaire (JDQ). Ms. Javenkoski has reviewed the JDQ and is not sure she understands the reasoning. She may bring it up at the next LRES Committee Meeting.

**4. 2018/2019 Financial/Statistical Reports:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Bill Liebert, to accept financial/statistical report. Motion carried unanimously.

**5. Audit of Payments/Line Item Transfers:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Jim Winkler, to approve the payments and line item transfers as presented. Motion carried unanimously.

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

None.

### **Social Services:**

**1. Social Work Acknowledgement Month:**

Ms. Rideout informed the Committee on ways in which the Department is acknowledging Social Workers and all their hard work in the important jobs they do in the month of March.

**2. Member Needed for Woodland Enhanced Health Services Commission:**

Ms. Rideout informed the Committee that Woodland Enhanced Health Services Commission is in need of a new member and the purpose of the commission. Every member county needs a County Board member on the commission. Meetings are held twice per year and you may appear telephonically. The next meeting is August 22, 2019 at 1:00 p.m. Mr. Jim Winkler is interested in becoming a member; Ms. Rideout will speak with Mr. David Hintz to then forward on to County Board for approval.

**3. Use of Surplus Funding for Income Maintenance:**

Ms. Rideout informed of the surplus the Department has received for Income Maintenance (Economic Support) and how the funding process works. There are two different claiming components the State uses, causing differences in what is reported. This can result in a funding surplus or shortfall. There was a significant surplus in 2016 and 2017. Oneida County has received their portion of this surplus of \$111,320.32, which is reimbursement of County Tax Levy. Due to the current rise in out-of-home care costs, the Department is recommending applying these funds to that area of the 2019 budget.

Motion made by Mr. Jim Winkler, seconded by Mr. Alan VanRaalte, to approve the Use of Surplus Funding for Income Maintenance as presented. Motion carried unanimously.

**4. Changes to Account Technician Position – Reduce to Part-Time:**

Ms. Heidi Chavez stated the Department has tried to absorb the job duties of the full-time Account Technician position that has been vacant since November 2018, and it has been decided it is needed as a part-time, two day per week position. The Department will look at sharing an employee from a different department in the County who is already part-time, creating a full-time position for that individual if possible. The estimated savings from full-time to part-time would be approximately \$11,000.00 county tax levy.

Motion made by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the Changes to Account Technician Position – Reduce to Part-Time. Motion carried unanimously.

**5. Agency Update; Staffing, MOU's with the Human Service Center, April is Child Abuse Prevention Month:**

- Two new Social Workers, Ms. Esmeralda Rawat and Ms. Jacqueline Zivko, started in March. Second interviews were held for our Economic Support Specialist position and an offer has been made. There was also a vacancy created when a Finance Technician who previously came from Economic Support went back to Economic Support.
- As discussed, the 51.55 MOU is in the process of being finalized. There is nothing to report on the 48.51 MOU, but it has been verified the Human Service Center should be drafting this agreement.

- April is Child Abuse Prevention Month and Ms. Rideout shared the activities the Department will be doing to raise awareness.

**6. Final 2018 Financial Report:**

Ms. Chavez presented the final 2018 financial report, informing the Department does have requests in for emergency Elder Abuse and Youth Aids funds to offset the remaining 2018 budget deficit of \$84,000.00.

Motion by Mr. Steven Schreier, seconded by Mr. Alan VanRaalte, to approve the Final 2018 Financial Report as presented. Motion carried unanimously.

**7. 2018/2019 Financial/Statistical Reports:**

The committee reviewed the Financial and Statistical Reports. Ms. Rideout informed of the projected 2019 budget deficit of \$583,000.00, all due to out-of-home care costs.

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the 2018/2019 Financial/Statistical Reports. Motion carried unanimously.

**8. Audit of Payments/Line Item Transfers:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Steven Schreier, to approve the Audit of Payments and Line Item Transfers as presented. Motion carried unanimously.

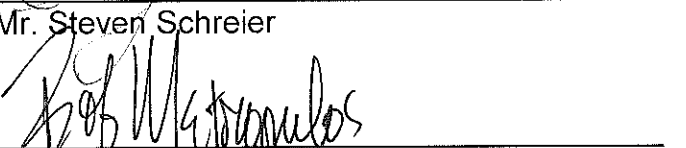
**9. Agenda Items for Future Meetings:**

Update on Emergency Funds Requests  
Update on Lincoln Hills Closure

**10. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Bob Metropulos to adjourn the meeting at 10:09 a.m. The next meeting of the Social Services Committee will be Tuesday, April 23, 2019 at 9:00 a.m. in the First Floor Conference Room. Motion carried unanimously.

  
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Mr. Steven Schreier

  
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Mr. Bob Metropulos, Chairperson

Date: March 26, 2019