

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF OCTOBER 27, 2020**

Members present: Mr. Alan VanRaalte
Via Zoom: Mr. Steven Schreier, Mr. Bob Thome Jr., Mr. Jim Winkler

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Susan Liberski.

Public: Ms. Debra Meye via Zoom

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. Alan VanRaalte, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Mr. VanRaalte noted there is one vacancy in the Committee. Motion by Mr. Steven Schreier seconded by Mr. Bob Thome, Jr., to approve the agenda as posted. Mr. VanRaalte called for a role call vote, motion carried.

2. Minutes of Social Services Committee – September 22, 2020:

Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the Social Services Committee minutes of September 22, 2020. Mr. VanRaalte called for a role call vote, motion carried.

3. Minutes of June 22, 2020 joint meeting between the ADRC and Social Services Committee and minutes of the September 10, 2020 joint meeting of Labor Relations and Employee Services, ADRC and Social Services Committees.

Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the minutes of the joint meeting between the June 22, 2020 ADRC and Social Services Committee and minutes of the September 10, 2020 joint meeting of Labor Relations and Employee Services, ADRC and Social Services Committees. Mr. VanRaalte called for a role call vote, motion carried.

Note: Votes approving the minutes were counted as an electronic signature for those attending via Zoom.

4. Public Comment:
None

Veterans Services:

1. Ways County Veterans Service Office is going paperless:

Ms. Tammy Javenkoski reported that these changes have saved time and money and trees, and credited Jason for his part in making this happen:

- Documents can now be signed electronically via Vet Pro
- Customer Service surveys can be done via e-mail

- Faxes are transmitted and received electronically
- Adobe Pro program is being used which allows them to send things to Veterans via e-mail which can be encrypted.
- Everything done with the Register of Deed's Office is now being done electronically.

2. Budget Hearing debriefing:

Ms. Tammy Javenkoski reported the that the LTE position for next year is still in the budget, however could change with the budget hearing in November.

3. County Veterans Service Office Association Fall Conference and attendance:

Ms. Tammy Javenkoski reported that everyone came back COVID free. The conference was attended by approximately 42 people which is about half the amount that usually attend. Ms. Javenkoski reported they were able to socially distance, they wore masks and there was outside training which was done via Webex. It was a successful conference.

4. Opening of Northwoods National Cemetery:

Ms. Tammy Javenkoski reported cemetery officially opened October 26, 2020. They can do up to five burials per day.

5. 2020 Financial & Statistical Reports, vouchers, audit of payments and line item transfers:

Ms. Tammy Javenkoski provided the committee with the Veterans Service Office's report for September 2020. Jason had his yearly review in September and reached Step 4. She reported the VA Medical Center in Iron Mountain had an appreciation drive-thru lunch for all DAV van drivers, a luncheon that's held each year, normally at a sit-down luncheon. She also turned in her voucher for the fall conference. Vouchers were reviewed there were no questions or comments. Motion made by Mr. Jim Winkler, seconded by Mr. Bob Thome, Jr., to approve the vouchers as presented. Mr. VanRaalte called for a role call vote, motion carried.

6. Public Comment:

None

7. Agenda items for future meetings:

Budget update after County Board Meeting

Update on Veteran's Day Event which will be held at 1002 Coon Street from 9:00 a.m. to 3:00 p.m. on Veteran's Day.

Social Services:

1. Staff Presentation – The Access Function:

Ms. Mary Rideout reported this presentation was to give the committee an overview of Social Services processes, reports and data. Ms. Rideout reported

that reports/data can be generated from the state system, SACWIS, and that all documentation is recorded in this system for Child Welfare.

Ms. Brenda Lee, Social Work Supervisor, and Ms. Rideout reported on the following:

- Each Access Report received takes approximately 30-40 minutes
- Reports can be made by telephone, letter, fax, e-mail or in person
- Screening and response time decisions must be completed within 24 hour of receipt of report
 - Present Danger-same day or immediate
 - Impending Danger-24-48 hours
 - Risk of Maltreatment-5 day response time
 - Reports received that do not identify any threats to child safety may be handled as a Child Welfare Concern. Worker are required to make contact with the family within 7 days (report provided had a typo of 10 days)
 - 279 CPS Reports were received January 1 through October, 2020 for Oneida County so far this year. There was a significant drop in March 2020 due to COVID-19, however in September and October of 2020, there was an increase.
 - Ms. Rideout reported the percentage of reports male/female is the same, approximately 50% each, maltreater relationship is primarily parents that are being reported, and reporter relationship is most often Law Enforcement, parents or school staff. Reports involving drug use are categorized often reported as neglect.
 - Ms. Rideout reported we have an above average screen in rate compared to other counties. The social worker takes the report and makes a preliminary screening decision and forwards the report to a supervisor and then the supervisor makes the final decision whether to screen in or out and the response time. Ms. Rideout reported making these decision is very difficult and we try to not intrude on families if we do not need to.
 - It was noted that there is a separate "screening process" done for the Adult Unit.
 - It was decided by the committee to see reports monthly to be included with the statistical reports and then if the committee has questions they can ask.

2. 2021 Department of Children and Families – Community Intervention Program Contract:

Ms. Mary Rideout reported this is to provide in-home services to the Youth Justice population. The contract starts July 1 and goes through June 30th. This has been reviewed by Corporation Counsel, and his concerns have been provided to the committee. Ms. Rideout reported that in order to received funds the contract needs to be approved by the committee. Motion made by Mr. Steven Schreier, seconded by Mr. Robert Thome, Jr., to accept the Juvenile justice Community Intervention

Program as presented. There was no discussion. Mr. VanRaalte called for a role call vote, motion carried.

3. ADRC and Social Services Alliance – Summary of 2021 Budget Hearing:

Ms. Mary Rideout provided a summary of what occurred at the budget hearings, which included combining the budgets of Social Services and the ADRC. Discussion was held regarding the Resolution being developed to combine the two agencies if the budget passes as currently presented for the ADRC and Social Services.

4. Human Service Center System Review Update and Discussion on Human Service Programs in Oneida County:

Ms. Mary Rideout reported a study was done in 2008 and another one in 2019. Information was provided. There were no questions. Mr. VanRaalte also reported on the history of the Human Service Center and gave an overview. He reported that last agreement was rather outdated as it was done in 1986.

5. Agency Update – Staffing, Training, Northwoods COPE Coalition Newsletter:

- Ms. Rideout reported there have been some staffing challenges due to COVID-19. She reported that staff has stepped up and have gone above and beyond during this time and staff has been working hard. Ms. Rideout reported that an ES staff member has been assisting the Health Department doing contact tracing; 20 hours per week.
- Kinship Care Caregiver week is November 1-2020. Culvers has provided vouchers for ice cream and these will be sent out soon to our kinship care providers with a thank-you note.
- Question was asked about staff going into the homes, with our protocols in place, and did any of those staff members have to quarantine due to contact at work. Ms. Rideout reported that protocols are being followed and they are working. The Agency was made aware of some COVID positive cases and stated that households are very good about notifying us before we visit. Ms. Rideout reported there were some staff who self-quarantined but that was due to personal contacts not work contacts.

6. 2020 Financial & Statistical Reports, vouchers, audit of payments and line item transfers:

Ms. Rideout reported there are no changes to the statistical report. Ms. Rideout reported the deficit is coming down due to a number of children's placements in out-of-home ending this month. Ms. Rideout predicts 2020 will end with a balanced budget. Motion made by Mr. Robert Thome, Jr., seconded by Mr. Jim Winkler, to approve the Social Services Expenditures. Mr. VanRaalte called for a role call vote, motion carried.

Line Item Transfer were presented. Motion by Mr. Steven Schreier, seconded by Mr. Jim Winkler, to approve line item transfers as presented. Mr. VanRaalte called for a role call vote, motion carried.

7. **Public Comment:**
None

8. **Agenda Items for future meetings:**
Staff presentation on Initial Assessments/Investigation Procedures
2021 Budget Update

9. **Adjourn:**
There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte to adjourn the meeting at 10:46 a.m. The next meeting of the Social Services Committee will be November 24, 2020 at 9:00 a.m. in the County Board Room.

Approved via Zoom
Mr. Bob Thome Jr.


Mr. Alan VanRaalte, Chairperson

Date: November 24, 2020