

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF FEBRUARY 22, 2022**

Members present: Mr. Alan VanRaalte, Mr. Steven Schreier, Mr. Jim Winkler, Mr. Michael Roach (Zoom), Mr. Bob Thome, Jr.

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Jeri Driscoll, Ms. Heidi Chavez, Mr. Troy Huber, Ms. Lindsey Kennedy

Other: Ms. Kelly Holm from the Lakeland Times attended the meeting. Introductions were completed.

1. Call to Order. Approval of Agenda:

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:30 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. Motion by Mr. Steven Schreier seconded by Mr. Bob Thome, Jr., to approve the agenda as posted. All ayes; motion carried.

2. Minutes of Social Services Committee – January 25, 2022:

There was one change to the minutes of January 25, 2022. Ms. Mary Rideout participated in person and not Zoom. Motion made by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve the Social Services Committee Minutes of January 25, 2022 minutes with the correction. All ayes; motion carried.

3. Public Comment:

No comments.

Veterans Services:

1. Veterans Commission Grant Rules and Application:

Ms. Tammy Javenkoski discussed the Oneida County Veterans Commission Emergency Assistance Grant requirements and application process. Ms. Javenkoski reported her office provides food vouchers and gas cards more frequently than anything else. Recently, some of the bigger grants they provided were for a dumpster to clean out a veteran's home, a donation toward a stair lift, and a portion of a walk-in shower for a veteran in a wheelchair. She informed the committee the grants they provided in 2021 will be in her annual report.

2. Veterans Commission Agenda:

Ms. Tammy Javenkoski reported that the Veterans Service Commission meets one time per quarter. The next meeting will be March 21, 2022. She typically provides the commission donations update and discusses the status of the Northwoods Honor Guard and the tiny home community being planned. Social Services Committee would like an update of this quarterly meeting.

3. **2020 vs 2021 Veterans Service Office Report:**
Ms. Tammy Javenkoski reported that the final numbers for 2020 and 2021 are similar. The committee liked the colored copies of the report. Since there's so much information on the report, it's easier to navigate in color.
4. **Tiny Home Community for Homeless Veterans Update:**
They have established a new name however; they are not publicizing it until after it is trademarked. They still need to talk to the city and county about potential properties for the community. The committee suggested looking into leasing property from the county, if that's an option for them.
5. **2021 and 2022 Financial & Statistical Reports, Vouchers, Audit of Payments and Line Item Transfers:**
Ms. Tammy Javenkoski reported they had line item transfers. They only do the line item transfers one time per year. They had a voucher from Vista Print that had taxes taken. They should not have had taxes, as they are tax exempt. Motion by Mr. Jim Winkler to approve the Financial and Statistical Report, Vouchers, Audit of Payments and Line Item Transfers. All ayes; motion carried.
6. **Public Comment:**
No public comment.
7. **Agenda items for future meetings:**
 - Tiny Home Village for Homeless Veterans Update
 - Veterans Commission Update from March 21, 2022 Meeting
 - Usual Agenda Items

Social Services:

1. **Preliminary request for reclassification – Clerical Support II Position:**
Ms. Mary Rideout reviewed the Preliminary request for reclassification of the Clerical Support II Position. The report had the job duties from the Carlson Dettmann Study in 2013, what job duties have been added since the study and the current job duties. This is preliminary and not looking at approval today. The committee also suggested that assisting Emergency Government be added to the current job duties. Ms. Mary Rideout explained that she wanted to provide the committee with information and find out if there was any additional information that they would like. Ms. Rideout would like to have Lisa Charbarneau review and give feedback on where this fits on the pay scale. The committee was in favor of moving along with the process.
2. **Federal Poverty Guidelines for 2022:**
Ms. Mary Rideout explained that the Federal poverty level for 2022 increased by 5.51%. This will affect programs administered by the department. There may be people that were not eligible in the past that are now eligible. The Public Health

Emergency is now extended to July, 2022. The committee would like to have a mock family and put the numbers into the system to see how it works. Ms. Rideout will have this at the committee meeting in March, 2022.

3. Department Remodeling Project Update:

Ms. Mary Rideout explained the remodel project. There is \$110,000 budgeted for the remodel. There is concern if this project can be done with the increase in building materials. Mr. Troy Huber and Ms. Lindsey Kennedy from Building and Grounds were present at the meeting to answer any questions. They also explained that funds may be able to be adjusted if one part of the project in another area saves money and another costs more money. They stated that they would like to bring the information to the Engineer to get a ballpark pricing along with timelines. Motion by Mr. Steven Schreier, seconded by Bob Thome, Jr. to bring the information to the engineer. All ayes; motion carried.

4. Agency Update: Staffing, Christmas Donation Program:

- **Staffing/Vacancies:**
 - The newly hired Dementia Care Specialist has left the position due to hour/scheduling conflict. We had other applications and will be pursuing those applicants.
 - We are in the process of filling our Adult Protective Service Social Worker Position. We have three applicants.
 - Haleigh Sprecksel was selected for the new Children Service Support position. She has been assisting us as a LTE since September 2021.
- **Subsidized Guardianship Payments:**
 - The Governor has signed legislation, 2021 Act 132, which shifts the cost of subsidized guardianship to the Department of Children and Family (DCF). We included this savings in the 2022 budget, as we anticipated this approval. We will continue to make payments to our guardians, but will now be reimbursed by DCF quarterly for these costs.
- **TIC Talk Newsletter:**
 - We continued our Trauma Informed Care (TIC) Talk Newsletter through 2021. In 2022, our intern from Nicolet College, Brianna Retzlaff, has developed several newsletter topics for us. She is doing a great job.
- **Food Stamp Employment & Training Report:**
 - The FSET (Food Share Employment and Training) program works with Food Share recipients to meet their employment and training goals. In 2021, FSET helped 103 customers in Oneida County gain and keep employment with an average starting hourly wage of \$12.78. FSET collaborates with customers to create and or update resumes, provides job skills training/certifications opportunities and or other education

assistance including GED/HSED. FSET also helps with employment search support including Employer Direct Referrals with over 20 Oneida County employers. Once customers have gained employment, FSET continues to support them by offering a 90-day Job Retention Period for assistance with costs relating to work including but not limited to transportation cost and work clothes.

- **Children's Court Improvement Program Grant:**

- We were awarded a grant of \$4,000 to assist with conducting administrative reviews, court hearings, visits with attorneys or family interactions remotely. We will be purchasing the following equipment with these funds:
 - 1 Meeting Owl in Conference Room - \$999.00
 - 1 Meeting Owl in Family Visitation Room - \$999.00
 - 1 PC to operate Owl in Family visitation Room - \$1,338.53
 - 1 43"-50" Television for Computer Monitor - \$450.00
 - The total request is for \$3,786.53.

5. 2021 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 2021 surplus for the Department of Social Services is approximately 185,549.

Ms. Rideout reported that we have one youth now at Lincoln Hills, and we are estimating the stay will be 6 months at a cost of \$1,154 per day.

The committee reviewed the Financial/Statistical Reports, Vouchers and Audits of Payments. The projected 2022 deficit for the Department of Social Services is approximately \$ 333,903.

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

9. Public Comment:

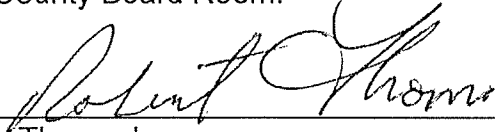
No comments.

10. Agenda Items for future Meetings:

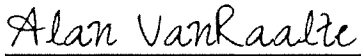
- ADRC Update
- Hypothetical Economic Support Family
- Social Services Remodel
- Reclassification – Clerical Support II Position
- Usual Agenda Items

11. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte to adjourn the meeting at 11:00 a.m. The next meeting of the Social Services Committee will be Tuesday, March 22, 2022 at 9:30 a.m. in the County Board Room.



Mr. Bob Thome Jr.



Signer ID: AYFSSCYNH7...

Mr. Alan VanRaalte, Chairperson

Date: February 22, 2022

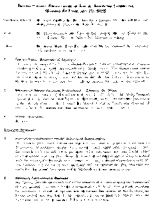
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