

**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES COMMITTEE
MINUTES OF JULY 28, 2020**

Members present: Mr. Alan VanRaalte, Mr. Steven Schreier, Mr. Bob Thome Jr., Mr. Jim Winkler, and Ms. Stephanie Sowatzka

Staff: Ms. Mary Rideout, Ms. Tammy Javenkoski, Ms. Tamara Feest, Ms. Heidi Chavez, Ms. Rachel Saeger

Public: Mr. Trevor Blake, Ms. Debra Meye

1. Call to Order. Approval of Agenda:

The regular meeting of the Oneida County Social Services Committee was brought to order at 1:00 p.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. Jim Winkler, to approve the agenda as posted, motion carried.

2. Minutes of Social Services Committee – June 23, 2020:

Motion by Mr. Jim Winkler, seconded by Ms. Stephanie Sowatzka, to approve the Social Services Committee minutes of May 26, 2020 with a revision by Mr. Alan VanRaalte that Mr. Tom Wensch be included in attendance under staff, rather than public.

3. Public Comment:

Introduction of Trevor Blake of Northwoods National Cemetery to board by Ms. Tammy Javenkoski.

Veterans Services:

1. 2021 Budget Discussion – proposed 5% reduction:

Ms. Tammy Javenkoski discussed various means in which Veterans Services has saved the county money this year. Both staff members Ms. Javenkoski and Mr. Jason Dailey do not participate in insurance benefits, saving the county roughly \$47,000. Also due to COVID restrictions this spring, the county has saved an extra \$6,500 from furloughs, as well as an additional \$1,500 due to the CVSO Conference cancellation. It is unlikely the LTE hours approved for to scan in 2020 will be used due to COVID and that will save over \$1,000. Mr. Jim Winkler inquired if Veterans Services can maintain their accreditation, as the CVSO conference had been cancelled, and Ms. Javenkoski reported that CEU's have been waived on a national level, and in turn they will still remain accredited at this time. Ms. Javenkoski rather than proposing a budget reduction, proposed eliminating the 2021 budget request for the LTE position for 100 scanning hours, which would save the county an additional \$1,250. Discussion was had among board members regarding if the 5% reduction applied to non-personal, and it was determined that it would apply across the board. Further discussion was had whether the 5% reduction applied only to County Tax Levy, rather than the entire budget. Mr.

Robert Thome then proposed cutting a portion of the original LTE scanning hours from 100 to 50. Motion by Mr. Robert Thome, seconded by Mr. Jim Winkler, to approve the proposal of 50 LTE hours for the 2021, motion carried with 4 ayes and 1 opposed.

2. Update on Veterans Service Office furloughs:

Both Ms. Javenkoski and Mr. Dailey are back working in the office and keeping busy. They are still recommending client's to make contact online or over the phone, if possible.

3. Update from Trevor Blake – Northwoods National Cemetery:

Mr. Trevor Blake introduced himself as Program Assistant and Cemetery Manager of Northwoods National Cemetery. The director is Ms. Kim Wright, who works out of Fort Snelling. He advised that the Northwoods National Cemetery is a satellite location of Fort Snelling, and its construction of the cemetery is to be completed soon. Following its completion, a small opening ceremony will be held with limited in-person contact, however there will also be a virtual component as well. Northwoods National Cemetery staff have been in contact with local veterans and their families regarding future burials. The burial process will be free of charge.

4. 2020 Financial & Statistical Reports (M,S):

Ms. Javenkoski reported that numbers and activity have declined as a result of COVID. Mr. VanRaalte inquired if client's coming in-person are wearing masks, Ms. Javenkoski replied that about 50% of client's are choosing to wear masks, however staff is behind a glass window, and is able to social distance if needed. Motion by Mr. Steven Schreier, seconded by Mr. Stephanie Sowatzka, to 2020 financial and statistical reports, motion carried.

5. Audit of Payment/Line Item Transfers (M,S):

Ms. Javenkoski presented audit of payment and line item transfers. It was noted that Ms. Javenkoski has prepaid for the services needed to run the Veterans Services Facebook page for 2021. Motion by Mr. Jim Winkler, seconded by Mr. Steven Schreier, to approve audit of payment and line item transfers, motion carried.

6. Public Comments:

None

7. Agenda items for future meetings:

2019 Annual Report
2021 Budget Proposal

Social Services:

1. 2021 Budget Discussion – proposed 5% reduction and Tri-County Council on Domestic Violence and Sexual Assault funding and data:

Ms. Rideout presented information related to the Tri-County Council on Domestic Abuse and Sexual Assault funding and data. The Council bills Social Services for Oneida County residents at a maximum of \$15,000 a year. Ms. Rideout also reviewed how the increase to the Children and Family Aids Allocation received in 2020 has been applied to the budget. Ms. Rideout also noted that money has been saved during COVID restrictions due to limited travel and a transition towards virtual trainings, which cuts costs in relation to time, mileage, and hotel stays. There was discussion on how the Department would reduce the tax levy by 5%. Ms. Rideout explained that there are limited areas to reduce the tax levy without effecting services, including funds for Tri County Council, Supported Home Care, in-community prevention and diversion services. Details will be provided at the August meeting.

2. Update of HSC System Review:

Executive Director of the Human Service Center, Tamara Feest presented updates regarding the system review. Ms. Feest explained a study was completed last October that came with a list of recommendations for the Human Service Center. A sub-committee was formed to evaluate these recommendations and to create and implement a work plan. This committee was put on hold due to COVID, but has recently resumed. Generally, the plan initially will be to revamp the committee and board structures and work to rewrite some bi-laws in order to begin laying the groundwork for other ongoing adjustments. The Human Service Center will be providing presentations to Forest, Oneida, and Vilas County Board's in August, and will continue to collaborate on MOU's with Social Services.

3. Capital Improvement Project requests, agency vehicle and office remodeling update:

Ms. Rideout explained that Social Services had put in two requests last year, and they are unchanged. The first is for an additional agency vehicle that is slated to be purchased in 2021. The second is for an office remodel slated to be completed in 2022. Mr. Jim Winkler inquired about the effects of COVID and a future transition to more remote work, and if so, how this would affect an office remodel project. Ms. Rideout explained that some staff are able to accommodate working from home better than others, and that the remodel would be to create another shared, more versatile space in the agency.

4. Community Development Block Grant Program Close – Project Requests:

Ms. Rideout stated that Social Services submitted two projects for consideration. The proposed projects include the Boys and Girls Club, which would provide additional after school options for children and youth and a request for a planning grant to look at the barriers to family planning, specifically related to residents with substance use disorders.

5. ADRC and Social Services Alliance:

After consultation from Corporation Counsel, Brian Desmond, it was determined through County Code that the LRES Committee has jurisdiction over any reorganization of departments within the county. Ms. Rideout and Ms. Chavez

reviewed the combined budget document. It was determined that a more simplified budget document would be beneficial. A tentative date has been set for a Public hearing on August 25, 2020 @ 1:00 pm at the ADRC building. It was mentioned that the county board room would be a better location due to space needs. Ms. Rideout will relay this information to Labor Relations. The public are encouraged to attend via Zoom, call in or provide written comments.

6. Agency Update – Staffing, Social Worker vacancies, MOU with Human Service Center, Anti-Sex Trafficking temporary funding, COVID-19 organization update:

Ms. Rideout stated that Social Services has received 9 applications for the vacant Social Worker position, and that interviews will be scheduled as soon as next week.

7. 2020 Financial & Statistical Reports, vouchers, audit of payments, and line item transfers:

The Committee reviewed the Financial and Statistical Reports. Motion by Mr. Steven Schreier, seconded by Ms. Stephanie Sowatzka, to approve 2020 financial and statistical reports, vouchers, audit of payments, and line item transfers, motion carried.

8. Public Comment:

None

9. Agenda items for future meetings:

2021 Budget

Public Hearing – August 25, 2020 at 1 p.m.

ADRC/Social Services Alliance Update

10. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Alan VanRaalte to adjourn the meeting at 3:15 p.m. The next meeting of the Social Services Committee will be Tuesday, August 25, 2020 at 9:00 a.m. in the County Board Room.

Mr. Bob Thome Jr.

Mr. Alan VanRaalte, Chairperson

Date: July 28, 2020