



MEETING MINUTES

Committee: Department of Social Services
Date: Monday, July 8th, 2019
Time: 1:00 p.m.
Location: Health Service Center Board Room, 1225 Langlade Rd., Antigo WI 54409

The following discussion was held by the Committee at the meeting detailed above:

1. Meeting called to order at 1:00 p.m.
2. Reminder to silence cell phones
3. Reminder that meeting will be recorded per County policy
4. The Pledge of Allegiance was recited
5. Recognize members to be excused – None

DSS COMMITTEE		
Name	Role	Status
Vern Cahak	Committee Chair	Present
Richard Hurlbert	Committee Member	Present
Robert Benishek	Committee Member	Present
John Breske	Committee Member	Present
Doug Nonnenmacher	Committee Member	Present
Non-Committee Members Present		
Name	Interest	
Ron Barger	Director Health & Social Services	
Sheila Rine	Administrative Assistant	
Tracy Chernetski	CFS Supervisor	
Patsy Rolo	ES Supervisor	
Craig Hotchkiss	Youth Justice	

6. Approve previous meeting minutes (June 10th, 2019). Motion by Hurlbert, seconded by Benishek to approve the minutes from June 10th, 2019. All ayes. Motion carried.
7. Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas – None
8. Review departmental budget presented to the committee – Budget was reviewed. Barger mentioned that the Finance Committee meets this Friday and was asking for projected expenditures and revenues for the rest of the year. According to the Finance Department, there is projected to be an increase of \$45,000 in revenues and approximately \$200,000 over budget this year in expenditures – if everything stays as it is. This was based on data

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provided by the Finance Department however, fiscal adjustments will be ongoing. Last year, the expenditures were about \$466,000 over budget. Barger reminded the committee that this can change at any time as we don't know what will happen with out of home placement costs. Barger has Rine working on a more real time projection but reminds the committee to be very cautious about these projected expenditures.

9. Correspondence and Reports:

- a. Update from Economic Support and Energy Assistance – Rolo passed around her report. No major changes with economic support. Rolo shared the comparison energy report from 2018 to 2019 and shows 1330 households applied for energy assistance in 2019 season compared to 1311 in 2018. \$279,083 went to local vendors to assist customers with their heat and electric.
- b. Update from Children and Family Services – Chernetski passed around her report. 16 cases screened in for May with 17 screened out. Currently, the CFS section is fully staffed.
- c. Update from Youth Justice – Hotchkiss passed around his report. This was reviewed and discussed.
- d. Legislative Update – Barger passed around the WCA Capitol Watch update reviewing county-related highlights of the state budget. This was reviewed and discussed.

10. Directors Report and Personnel Update – Barger stated he will be going to the Personnel Committee for the foster care coordinator position. Because this is a new position, it has to go through all the committees including the county board for approval. There would be no one new hired, just a restructuring of the social workers to meet the needs of the community and specifically the foster care program.

11. New Business

- a. Conference and Workshop attendance for staff and/or committee members - Motion by Benishek, seconded by Hurlbert to allow any member to attend necessary meetings with per diem and mileage. All ayes. Motion carried.
- b. Policy Review
 1. Returning calls received from clients and community partners – Barger stated he is working on combining the current communication policy to match the internal policy.
 2. Vehicle usage policy – Barger stated he received approval from the Public Property committee to get a retired Sheriff's Department vehicle. Once this vehicle is approved through Public Safety and Finance, he will complete the policy.
 3. Policy regarding electronic filing of confidential information – Robin Stowe had drafted this policy. Motion by Hurlbert, seconded by Breske to approve the electronic filing of confidential information policy as written. All ayes. Motion carried.

12. Old Business:

- a. Treatment Alternatives and Diversion (TAD)/ADHOC sober living committee meeting – Barger stated that Elizabeth Gebert attended the BOH meeting and gave a history of TAD and the sober living facility initiative. Barger stated that Michael Loy has some benefactors who want to step up and help the county acquire this facility. Discussion continues at the county level.

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- b. Foster Care Coordinator – Barger will be attending the Personnel Committee meeting July 15th and reminded the committee that this is a restructure of the department, not hiring anyone new.
 - c. Request transfer of retired Sheriff Dept. vehicle (when available) to CFS and Health for staff use (training and site visits). Take request to Public Property Committee, Public Safety, and Finance for consideration - Discussed allowing the Health Department staff to utilize the use of this vehicle if it would be available for trainings and health hazards, etc. Barger explained there is a sign out sheet for all the vehicles and will be going to Public Safety and Finance committees for approval of the vehicle.
13. Referrals and Recommendations for the August meeting – Barger stated that Robin Stowe is asking department heads to review the county policy book. The policy book needs to be updated.
14. Set date for next regular meeting: August 12th, 2019 at the Health Service Center Board Room at 1:00 PM. Barger stated he will be on vacation, so Rolo will sit in for him. Benishek stated he may have to miss part of the meeting.
15. Adjourn meeting. Motion by Hulbert, seconded by Breske to adjourn the meeting at 1:55 p.m. All ayes. Motion carried.

Minutes transcribed and submitted by:
Sheila Rine, Administrative Assistant