

**MINUTES OF THE VILAS COUNTY  
BOARD OF SOCIAL SERVICES  
January 13, 2014**

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Present: Alden Bauman, Maynard Bedish, Mary Kim Black, Kate Gardner, Corinne Hoffmann, Mark Rogacki, Eric Swanson, Erv Teichmiller

Absent/Excused: None

1. Call to Order

Meeting called to order at 10:00 AM by Bauman.

2. Roll Call

3. Approval of Agenda in Any Order

**Motion by Teichmiller, seconded by Rogacki, to approve the agenda as published. All voted aye, carried.**

4. Approval of December 10, 2013 Minutes

**Motion by Bedish, seconded by Rogacki, to approve the minutes from December 10, 2013. All voted aye, carried.**

5. Juvenile Intake Supervisors Report

- a) Budget – Monthly budget and expenses were handed out for Board review. Swanson indicated a savings of approximately \$30,000.00 has been realized in 2013 with use of county car. Teichmiller was questioning if amount was levy or not.
- b) Line Item Transfers – None
- c) Property – None

Swanson discussed the amounts and types of cases that were worked on in 2013. The high amount of cases has put his staff, including himself, over their case limits. Because of this, Swanson has approached Kahl requesting to add a part time staff to aid in the development of programs and help with the truancy problems and cases.

6. Department of Social Services

- a) Monthly Budget & Review – monthly budget report for November passed around for review.
- b) Line Item Transfer – 1 line item related to WISSIS upgrade discussed with committee.

**Motion by Teichmiller, seconded by Black, to approve the Line Item Transfer presented. All voted aye, carried.**

- c) Property – None.
- d) Resolutions – none

- e) Policies –  
WIMCR Cost Policy  
Expenditure Report Policy  
Policies reviewed by committee. These policies were written as auditor recommendations.

**Motion by Teichmiller, seconded by Bedish, to approve the policies as amended. All voted aye, carried.**

7. Training Reports - None

8. CST Grant Application

Gardner discussed the Coordinated Services Team Grant Application. The Committee indicated support for Vilas County DSS to either participate in applying for the grant on a regional basis with Oneida and Forest Counties with Tri-County Human Services acting as the applicant or, individually if this was not an option. Gardner will bring a resolution for one of these two options to February meeting for the Committee to bring forward to full Board in February.

9. DSS Director's Report

- a) Update on Organizational Effectiveness – the two O.E staff that were working on the program with Vilas DSS have left for different jobs. Teresa Steinmetz from the regional DCF office has also been a part of the process and has been available as new O.E. staff transitions in.
- b) IM Consortium MOE – Discussion pursued concerning the need to increase MOE with the Northern IM Consortium related to % of caseload versus % of FTE.

**Motion by Teichmiller, seconded by Rogacki, to approve the increase in MOE as shown on 5-year spreadsheet calculation. All voted aye, carried.**

- c) Vacancy – Secretary B  
Rosemary LeVeille will be retiring on January 31<sup>st</sup>, 2014.

**Motion by Black, seconded by Teichmiller, to approve filling the Secretary B. position All voted aye, carried.**

10. Letters and Communications –

As requested by Bauman earlier in the meeting, Swanson brought to the committee the Vilas County Ordinance on truancy in the schools.

Teichmiller organized a meeting to work on a revision of the meeting agenda and standing rules with all department heads involved in the consolidated committee meeting. The meeting will be held on January 20<sup>th</sup>, 2014 at 1:00 pm in conference room 2.

**11. Next Meeting – Monday, February 10, 2014 at 10:00 am.**

12. Adjournment –

**Motion by Teichmiller, seconded by Bedish, to adjourn. All voted aye, carried.**