

**MINUTES OF THE VILAS COUNTY
COMMITTEE OF SOCIAL SERVICES
May 19, 2014**

Present: Mark Rogacki, Kim Simac, Erv Teichmiller, Vernon Wiggerhauser, Kate Gardner, Corinne Hoffmann, Eric Swanson

Absent/Excused: Al Bauman

1. Call to Order

Meeting called to order at 9:02 AM by Gardner.

2. Roll Call

Roll call taken by Hoffmann

3. Election of Chair & Vice Chair

Teichmiller nominated Alden Bauman as Chair of the Social Services Committee. All voted aye, carried.

Rogacki nominated Erv Teichmiller as Vice Chair of the Social Services Committee. All voted aye, carried.

Teichmiller assumed leadership of the committee meeting in the absence of Bauman.

4. Approval of Agenda

Motion made by Rogacki, 2nd by Wiggerhauser, to accept the agenda as published. All voted aye, carried.

5. Approval of March 1, 2014 minutes

Motion made by Rogacki, 2nd by Teichmiller, to approve the minutes from the March 1, 2014 committee meeting. All voted aye, carried.

6. Juvenile Intake Supervisor's Report

Eric Swanson introduced himself to the new committee members and explained how his department works, including staff and their roles.

It was explained for new Committee Members that the Social Services Committee has fiscal oversight over the Juvenile Intake Department only.

Discussion pursued concerning the types of cases and severity of the offences that are being worked on with the juvenile intake office.

a) Budget –

- The budget was reviewed and Swanson drew attention to a line item discrepancy that will be taken care of by County Financial Manager Jason Hilger.
- Auto expense is down by almost \$3000 this year with the implementation of the new county vehicle.
- The Juvenile Intake Department has been allowed into the UW-New Partnership Training Program as a guest through the Social Services Department membership. The program offers 1 day and online classes at a low membership rate which has saved the Juvenile Intake Department training dollars.
- Swanson also explained how he arrives at his budget projection for the new Committee Members.

b) Property – None

7. Update on County participation in Tribal Juvenile Justice Planning Process

Gardner and Swanson provided an update on their participation in the Tribal Juvenile Justice planning process and shared the Juvenile Offender Profile Questionnaire results with the Committee.

Rogacki suggested an MOU with the Tribe might be helpful to spell out how to work together and support the Tribal effort.

Simac expressed interest in programming for County youth involved in the Juvenile Justice system.

8. Department of Social Services Report

a) Monthly Budget & Review –

- The budget was discussed. Teichmiller suggested that the Committee continue the current budget review process. All agreed.
- It was noted that the Account Tech II has been able to balance with the county clerk's chart of accounts every month in 2014 which was difficult prior to the implementation of the Visual WISSIS system
- Discussion concerning the 2013 audit with Schenk compared to 2012.
- Gardner noted that Social Services has agreed to pilot the new Visual WISSIS program along with Marquette County. Hoffmann, Account Tech I Cathy Higley and Social Worker Aide Sue Vogel have provided many suggestions that have been added to create the new system which will be available in 2015.

b) Property – None

c) Resolutions – Elder Abuse Awareness Day 5/15/2014

Motion made by Rogacki, 2nd by Simac, to approve the Elder Abuse Awareness Day, dated 5/15/14. All voted aye, carried.

d) Discussion /Final Approval of Formalized On-Call System and On-Call Policy

- Gardner provided survey results from 16 surrounding counties regarding how on-call services are provided including how employees are compensated. Currently, Vilas County is the only county without a formal on-call system. Per the State's Ongoing Standards (pg. 8, I.B.), counties "must assure that there is a mechanism to receive reports of child abuse and neglect 24 hours a day, seven days a week." Gardner estimated that the cost of a formalized on-call system would be under \$10,000 per year.

Gardner discussed the accompanying On-Call Policy which will need to be reviewed by Corporation Counsel and then be brought back to Committee for approval.

Gardner also noted that a formal on-call system will provide a check-in mechanism to ensure that social worker,s who often have to work after regular business hours, return safely

Motion made by Simac, 2nd by Rogacki, to have Gardner move the creation of a formal On-Call System to the personnel committee. Rogacki, Simac, and Teichmiller voted aye. Wiggerhauser abstained indicating he did not receive the information packet for review. Carried.

e) Policies – see above

f) Approval of Reoccurring, Non-Overnight Meetings –

- It was discussed that this meeting list does not need to be approved by the committee members.

g) Critical Incident Debriefing

- Discussed the use of a CISD counselor to help staff that need it after a critical incident.

9. It is anticipated that a motion will be made and seconded to convene into closed session pursuant to Wis. Stat. Section 19.85(1)© for the purpose of considering employment and performance evaluation data of a public employee over which the Social Services Committee exercises responsibility.

Motion made by Simac, 2nd by Rogacki, to convene in closed session pursuant to Wis. Stat. 1985(1)©, for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body had jurisdiction or exercise responsibility. All voted aye, carried.

Motion made by Rogacki, 2nd by Wiggerhauser, to return to open session pursuant to Wis. Stat. 19.85(1)©. All voted aye, carried.

10. DSS Directors Report

- a) Gardner provided updates on legislation to return 17-year-old, non-violent juvenile offenders to the Juvenile Justice System (AB387) and the extention of out-of-home care placements to age 21 for youth with Individualized Education Plans (AB570.)

- b) Gardner advised that Wood County was planning on putting a proposal together to administer FSET for the North Central Workforce Development Area of which Vilas is a member.
- c) Gardner advised that she and Social Work Supervisor Helga Low attended a meeting at the Eau Claire Regional DCF regarding the possibility of regionalizing the Access and Screening functions of Child Protective Services. It is likely that a couple of work groups will be put together to further explore what this might look like.
- d) Gardner shared the monthly Northern Income Maintenance Consortium Performance Report which indicated that NIMC made all of the benchmarks and was above the State average in all areas measured.
- e) Gardner reported that VCDSS fiscal staff and she met with staff from the Human Service Center and COP State Administration to discuss the feasibility of creating a separate State allocation from the COP dollars Vilas gives to the Human Service Center each year. This would allow for better planning for the HSC. However, it was learned that doing this would make the HSC ineligible for any left-over county COP dollars at the end of the year, so the discussion was tabled.

11. Letters and Communications

Gardner passed out a news release regarding Family Care is expansion. There are now only 8 counties left in the state that are not Family Care. Vilas is one of them.

12. Next Meeting

The next meeting will be held on Wednesday, June 18th, 2014 at 9:30 am.

13. Adjournment

Respectively submitted by Corinne Hoffmann, subject to committee approval.

Corinne Hoffmann