



MEETING MINUTES

Committee: Department of Social Services
Date: Monday, August 14th, 2017
Time: 10:00 a.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 10:00 a.m.
2. Reminder to silence cell phones
3. The Pledge of Allegiance was recited
4. Roll call was conducted. Motion by Benishek, seconded by Cahak to excuse Holly Matucheski. All ayes. Motion carried.

DSS COMMITTEE		
Name	Role	Status
Robert Benishek	Committee Member	Present
Richard Hurlbert	Committee Member	Present
Holly Matucheski	Chair	Excused
Joe Novak	Committee Member	Present
Vern Cahak	Committee Member	Present
Non-Committee Members Present		
Name	Interest	
Ron Barger	Director Health & Social Services	
Sheila Rine	Administrative Assistant	
Carlene Nagel	Finance Director	
Patsy Rolo	Economic Support Supervisor	
Heather Petersen	Economic Support Worker	
Todd Kielman	Social Worker	
Jayme Solin	Social Worker	
Karen Hegrans	Health Officer	
Shayna Thome	Student Nurse	

5. Approve previous meeting minutes (July 10th, 2017). Motion by Novak, seconded by Benishek to approve the minutes from July 10th, 2017. All ayes. Motion carried.
6. Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas - None

Meeting Minutes (Continued)

7. Bills were reviewed. Barger stated he is pleased with the revenues so far to date but is concerned about expenditures. He will continue to monitor.
8. Review, discuss and adopt DSS budget for 2018 and 2019 – Barger reviewed the 2018 and 2019 budget. Came in on budget with the exception of the newly created social worker position, which the County Board was made aware of when the resolution to create the position was approved. That fiscal shortage will be discussed by Finance in September. Motion by Benishek, seconded by Cahak to approve the 2018 and 2019 budget and forward to the Finance Committee. All ayes. Motion carried.
9. Correspondence and Reports:
 - a. Update from Economic Support and Energy Assistance – Rolo passed around her report and introduced Heather Petersen as the new Economic Support Specialist. Petersen is currently in training and will be going to Wausau for in-person training as well. Kelly Koepfel has completed her training and will be on the call center full time starting 9-1-17. Rolo also explained the workgroups that the consortia is starting to work on. Barger explained that the other counties within the consortia either work a 37 ½ hour work week or 40 hour work week and Langlade County is the only one that works 35 hours a week and the consortia was hoping to have Langlade County increase their ES worker hours to at least 37 ½ to match other counties within the consortia. Barger had wanted to put the increase in the budget but wasn't able to with the cuts they needed to make to come in under budget.
 - b. Update from Children and Family Services - Barger introduced the 2 new social workers, Todd Kielman and Jayme Solin. During the month of July, there were 28 access cases; 13 screened in and 15 screened out.
 - c. Update from Juvenile Justice – Barger passed around Craig Hotchkiss's report and this was reviewed.
 - d. Legislative Update – Barger stated that until the state finance budget is adopted, some programming decisions are going to be put on hold. NCHC is looking at establishing a day treatment program in Antigo. Motion by Benishek, seconded by Novak to approve the reports A-D. All ayes. Motion carried.
10. Directors Report and Personnel Update – Barger stated Personnel approved refilling the clerical position and advertising will begin shortly. Benishek questioned how we can make these funded positions move through the recruitment process quicker when they are being refilled. Barger explained the county did shorten the process a few years ago and they have to be approved by the oversight committee along with Personnel. Motion by Benishek, seconded by Cahak to take this to the Personnel Committee and Executive Committee to be reviewed so these positions that are being refilled, when the money is already available, don't have to go through both oversight and Personnel committees. This will help shorten the hiring process and get someone on board sooner. All ayes. Motion carried.

Barger also informed the committee that CW Solutions (FSET program), is in negotiations to have a 2nd office within DSS. They will be expanding their services 3 additional days a week. Barger will invite Brad from FSET to come and give an update at the next meeting.

Barger also shared that the department received a Federal Discrimination Complaint and this was reviewed. Corp Counsel is aware of this complaint and will work with the department to investigate and follow-up as required.

Meeting Minutes (Continued)

Barger also shared there are 4 staff pregnancies within the CFS department, all expecting between October and February. Therefore, staffing may be an issue.

11. Old Business:

- a. Vehicle replacement for department use – Barger shared that Doug Nonnemacher worked with Brickners and found a 2016 Town & Country for \$19,773.50 and has 29,000 miles and comes with a warranty. Once the check is cut, the department will pick it up.
- b. T.A.D. Meetings – Hegrans reviewed what the T.A.D. meetings are. Currently, there is not a lot of opportunities for treatment help and before the committee can move forward with a drug court, need to have certain pieces in place. Hegrans reviewed who attended the meeting and that they are currently working on getting a 21 day treatment program, outpatient and inpatient opportunities. Once all the pieces are in place and staff hired, we will be able to move forward but this will take time. The next meeting will be Sept. 1st at 9:30 a.m. in the Jury Room and everyone is invited to attend. Ideally, it would be nice to have a social worker in the jail to work with inmates before they are released. The T.A.D. program is typically only available to low level offenders and is optional. They would have the choice to do the program or go to jail and if they violate any of the conditions, they will automatically go to jail.

12. New Business

- a. Conference and Workshop attendance for staff and/or committee members - Motion by Benishek, seconded by Novak to allow any member to attend necessary meetings with per diem and mileage. All ayes. Motion carried.
 - b. Develop lead worker position within the department for CFS and ES – Barger explained that this has been on the back burner for the past 2 years. If Rolo or Tracy Chernetski would be gone, this lead worker would be able to step into their position if necessary. This would be an internal creation on the matrix with a little increase in pay. This is just informational at this time as the first step would be to develop a job description and bring back to the committee, then Personnel, Finance and the Matrix committee. The goal is have this done by the end of 2019. The committee feels this is worth pursuing and sharing with the management team as well as Benishek stated other departments already have this in place.
 - c. Update on Action Alliance activities – Hegrans passed around the Mission and Vision of Action Alliance and explained some of the programs they have worked on over the years. The idea is to do promotion and prevention and work on educational roll-outs for the community. There is a strengthening families training coming up, which is an evidenced-based program that has been done in the past in Antigo and White Lake. Currently, they are focusing on the class of 2021 with opportunities for the students to do a media campaign or poster awareness on the issue of their choice. Elcho, White Lake and Antigo students would work as a team. Benishek stressed the importance of getting the administration at all 3 school districts involved.
13. Referrals and Recommendations for the next meeting. Brad from FSET will attend. Benishek stated he would also like to see the Presidents of the School Boards attend a DSS meeting and also Action Alliance. Invites will be sent.
14. Set date for next regular meeting: September 11th, 2017 at the Health Service Center Board Room at 11:00 AM. (Please note time change)

Meeting Minutes (Continued)

15. Adjourn meeting. Motion by Cahak, seconded by Novak to adjourn the meeting at 11:17 a.m. All ayes. Motion carried.

Minutes transcribed and submitted by:
Sheila Rine
Administrative Assistant