

SOCIAL SERVICES COMMITTEE MINUTES

COMMITTEE: SOCIAL SERVICES COMMITTEE
DATE: THURSDAY, JUNE 8, 2017
TIME: 5:00 PM
PLACE: COUNTY BOARD ROOM

Roll Call: Present-Paul Millan, Melinda Otto, Scott Schaffer, Dave Campbell, Jill Krueger, Tammy Queen, Dawn Winquist, Absent-Kellee Gallion

1. **Call to Order:** Meeting was called to order at 5:00 p.m. by Millan.
2. **Approval of Amended Agenda:** Motion by Schafer, second by Otto, motion carried.
3. **Approval of minutes of April 12, 2017 meeting:** Motion by Schaffer, second by Otto, motion carried.
4. **Family Care Expansion:** Update provided by Tammy Queen. Most enrollment forms have come in for all the clients. We are busy faxing client files to the MCO's. Lisa Carter's last day with the county was on June 7, and Laura Black will be returning for a week on Monday, June 12 and her last day will be June 16. Gayle Webster has been assisting us however, with other obligations; her time is limited with assisting us. We will be without case managers for the last two weeks of June and is hoping that the committee will approve a Virginia Riley a retired Social Worker to come in no more than 20 hours a week to complete the transition to Family Care. Dawn Winquist from DHS stated that as long as there is a four- year degree or 3 years of experience working with elderly population that we can bill for case management.
5. **Child Welfare Staffing Discussion:** Update provided by Jill Krueger. Due to the CPS worker being terminated and the director on leave, we have met with the regional office staff and have made arrangements with Florence County to cover the approvals in eWISACWIS system for this two-week period. We have also talked with case workers who have previously worked for the county to ask them to help out during the interim. Angela will be completing the investigations as needed and taking over CPS cases in the interim. Paul suggested talking with Human Service Center as they may have a social worker who can assist as well. The CPS position has been posted this week.
6. **ADRC updates:** Update provided by Millan. Therese Poe is now the Regional ADRC Director so there is an opening for a Disability Benefit Specialist. Oneida County will assist with coverage until someone is hired. Vilas and Oneida County are considering merging with Aging Departments. If they decide to do this, they need to provide two years notice to the ADRC Consortium. The ADRC building in Crandon has been purchased by the county.
7. **Approval of moving risk reserve funds for LTS:** Update by Tammy Queen. It was explained to the committee that we will need to use Risk Reserve funding for June and July as

Administrative duties will need to be completed and for other expenses that will no longer be covered by the State. Motion by Otto, seconded by Schaefer, all voting aye. Motion carried.

8. **Approval of Laptop for Margaret McCarthy:** Margaret is currently taking hand written notes when she meets with clients who file complaints, does the day care, and foster care monitoring. She is behind on entering into the system because it takes 3 to 4 hours to enter the information when she returns to the office. We would like to purchase a lap top for Margaret so that she can enter the information as it is received and be more efficient with her time. Motion by Schaffer, seconded by Campbell to purchase a lap top, all present voting aye. Motion carried.

9. **Closed Session:** Motion by Schaffer to enter into closed session, second by Campbell, all voting aye. Motion carried.

10. **Reconvene to open session to take action, if appropriate, on all matters discussed:**

Motion by Otto to return to open session, second by Schaffer, all voting aye. Motion carried.

Motion by Campbell to increase Margaret McCarthy weekly hours to 40 for the interim, second by Otto, all voting aye. Motion carried.

Motion by Schaffer to increase Angela Kunkel's pay rate to \$22.62 for the interim, second by Campbell, all voting aye. Motion carried.

Motion by Otto to hire Barb Dawson, Amber Koplein, Virginia Riley and possibly a social worker from Human Service Center as Limited Term Employees for up to 20 hours per week at \$22.62 per hour for this interim period, second by Campbell, all voting aye. Motion carried.

11. **Staffing discussion- LTE options:** Barb Dawson and Amber Koplein can start this week; Nora will talk with Human Service Center about coverage when Angela is on vacation at the end of the month. Virginia Riley will be working the last two weeks of the month to cover Long Term Support.

12. **Any other business that may lawfully come before this committee:** none

13. **Adjournment:** Motion by Otto to adjourn, seconded by Campbell, all voting aye. Motion carried. Meeting adjourned at 6:25 p.m.