

**FOREST COUNTY CHILD SUPPORT  
COMMITTEE MEETING MINUTES**

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**COMMITTEE:** CHILD SUPPORT COMMITTEE

**DATE:** WEDNESDAY, SEPTEMBER 27, 2017

**TIME:** 5:30 P.M.

**PLACE:** COUNTY BOARD ROOM

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CALL TO ORDER

Committee Chairman Otto called the meeting to order at 5:35 p.m.

ROLL CALL

Committee members present: Melinda Otto and, Kellee Gallion  
Committee members absent: Dan Huettl  
Others present: Shannon Boney, Child Support Director and  
Paul Millan, County Board Chairman

APPROVE AGENDA

Motion by Gallion to approve the agenda as presented, seconded by Otto. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE PREVIOUS MEETING

Motion by Gallion to approve minutes of the August 14, 2017 meeting, seconded by Otto. All present voting AYE. Motion carried.

APPROVE TRAVEL/TRAINING REQUESTS FOR CHILD SUPPORT STAFF

Shannon Boney requested approval for Stephanie Statezny to attend a three day Child Support Essentials (new worker) training on October 31<sup>st</sup>-November 2<sup>nd</sup> in Green Bay, or on December 12<sup>th</sup>-14<sup>th</sup> in Wausau. The class in Green Bay is currently full, however, it is possible that space may become available. Motion by Gallion to approve the travel request for Stephanie to attend the training in Green Bay in October/November if class space becomes is available; and if no space becomes available she may attend the class in Wausau in December, motion seconded by Otto. All present voting AYE. Motion carried.

PROGRAM/PROJECT UPDATES

Shannon informed the committee that child support, judicial and legal staff from the Sokaogon Chippewa Tribe will be coming to the Courthouse on October 13<sup>th</sup> to meet with Shannon, Corporation Counsel Paul Payant, and Judge Stenz to give an update on their progress and their future plans in regards to the implementation of their child support program.

Shannon indicated that a couple child support employees expressed interest in working four 10 hour days per week. Paul Millan instructed Shannon to provide the County

Clerk's office with a new work schedule for those employees who will be changing to a four day work week.

#### PERFORMANCE MEASURES UPDATE

Shannon gave members a handout which provided information regarding the agency's performance status through August 2017. She explained what the present performance measure targets currently are and how performance impacts the amount of funding that the agency receives.

#### BUDGET/FUNDING UPDATES

Shannon provided the committee with handouts and information which summarized the various funding sources for the county's child support program, and provided CY2018 preliminary child support funding allocation information. Shannon explained that there is additional funding that the Bureau of Child Support is awarding to child support agencies that have created robust partnerships with employment organizations and training programs in their local area.

#### REVIEW AND APPROVE 2018 BUDGET FOR THE CHILD SUPPORT AGENCY WHICH WILL BE FORWARDED TO THE FINANCE COMMITTEE

Shannon explained what each revenue and expenditure line item was in the agency's budget. Shannon informed the committee that the County Clerk's office is still waiting on the final figures for salary and indirect cost estimates for budget year 2018, therefore, she used 2017 salary and indirect cost amounts so that she could provide the committee with estimated figures. Since the agency receives 66% federal financial participation (FFP) reimbursement on a substantial amount of their administrative costs, Shannon can provide a more accurate revenue estimate once the figures have been determined.

When the County Clerk's office has the final salary and fringe estimates, and once the indirect cost estimates are received, Shannon can recalculate the state aid revenue and provide the new figures to the County Clerk's office so that the budget can be updated accordingly.

Motion by Otto to approve and forward the CY 2018 Child Support Agency Budget to the Finance Committee, however, it may be subject to change upon determination of final salary and indirect cost estimates. Further, any changes to fringe associated with any salary increases and changes to state aid revenue may be amended without further approval by the Child Support Committee, seconded by Gallion. All present voting AYE. Motion carried.

#### ANY OTHER BUSINESS AS PERMITTED BY LAW

None

#### ADJOURNMENT

There being no further business, motion by Gallion to adjourn, seconded by Otto. All present voting AYE. Motion carried. Meeting adjourned at approximately 6:20 p.m.

- These minutes are not official and are subject to change. They will be officially approved at the next scheduled Personnel meeting.