

Forest County Social Service Committee Meeting  
Monday October 23, 2017  
County Board Room  
5:00 p.m.

**Members present:** Melinda Otto, Scott Shaffer, Dave Campbell, Kellee Gallion and Paul Millan

**Absent:**

**Others present:** Jody Jensen, Tammy Queen, Nora Matuszewski

1. **Call to Order:** Meeting called to order at 5:07 p.m. by Chairman Millan
2. **Approval of Agenda-** Motion to approve agenda by Shaffer, seconded by Campbell. All in favor, motion carried.
3. **Approval of minutes from September 21, 2017-**Motion to approve minutes made by Otto, seconded by Kellee. All in favor, motion carried.
4. **Closed Session-**motion by Shaffer to enter closed session, seconded by Otto. Closed Session pursuant under: Wis. Stat. §19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.  
Roll call vote: Otto (aye), Shaffer (aye), Campbell (aye), Millan (aye), Gallion (aye). Motion carried to go into closed session.
  - a. Interviews for Juvenile Justice/CPS and Fiscal Positions
5. **RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION-** Motion to return to open session by Gallion, seconded by Otto. All in favor, motion carried. Motion to offer employment for Juvenile Delinquency and Fiscal Worker by Gallion and seconded by Campbell. All in favor.
6. **Department Updates-** Discussion of checking into Child Placing Agency for assistance with visitations.
7. **Discussion of Equipment-**Copy machine quotes discussed. Motion by Campbell and seconded by Gallion to purchase copier from OES. All in favor, motion carried. Discussion of laptop computers for On-Call workers and Child Abuse Workers. Motion to purchase two laptop computers under \$600 each and two printers by Shaffer, seconded by Gallion.

8. **Department Policies**-Handling of Sensitive Data for WHEAP and Gas Card/Voucher document shared with Board. Motion by Gallion and seconded by Shaffer to approve these documents.
9. **Adjournment**- Motion by Otto to adjourn meeting, seconded by Campbell. All in favor, motion carried.