

Forest County Social Service Committee Meeting  
June 15, 2018  
County Board Room  
2:00 p.m.

**Members present:** Scott Shaffer, Dave Campbell, and Scott Goode

**Absent:** Melinda Otto, Kellee Gallion

**Others present:** Kristin Bauknecht, Kaylea Latal

1. **Call to Order:** Meeting called to order at 2:05 p.m. by Chairman Shaffer
2. **Approval of Agenda-** Motion to approve agenda by Campbell, seconded by Goode. All in favor, motion carried.
3. **Approval of minutes from May 30, 2018-**Motion to approve minutes made by Goode, seconded by Campbell. All in favor, motion carried.
4. **Closed Session-** 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. Motion by Goode, seconded by Campbell to go into closed session. Shaffer (aye), Goode (aye), Campbell (aye), Otto (absent) and Gallion (absent). Motion carried to go into closed session.
  - a. Interview for Child Protective Services
  - b. Personnel Hours
  - c. Economic Support Position
5. **Reconvene to Open Session-**Motion to go into open session by Campbell and seconded by Goode. All in favor, motion carried.
  - a. Motion by Goode and seconded by Campbell to offer position to Kaylea Latal first and then offer to Michole Farrin provided necessary paperwork is received. All in favor, motion carried.
  - b. Motion made by Campbell and seconded by Goode to allow Kristin Baucknecht's hours to be changed to 8:30am to 4:00pm with a half hour lunch with the understanding if coverage for front desk is needed she may need to stay until 4:30pm. All in favor, motion carried.
  - c. Motion by Goode and seconded by Campbell to make recommended changes to the Economic Support positions. Changed job descriptions to be taken to Personnel for final approval. All in favor, motion carried.

6. **CST Memorandum of Understanding-** Discussion of Audit that had occurred and the need to establish the Memorandum of Understanding and Procedures. Members were shown the MOU that has been drafted and updated that the procedures will be developed. Motion to approve the Memorandum of Understanding by Goode and seconded by Campbell. All in favor, motion carried.
7. **Adjournment-**Motion to adjourn the meeting made by Campbell and seconded by Goode. All in favor, motion carried.

**\*\*\*These minutes are not official and are subject to change. They will be officially approved at the next scheduled Social Services meeting.**