

FOREST COUNTY CHILD SUPPORT COMMITTEE MEETING MINUTES

COMMITTEE: CHILD SUPPORT COMMITTEE

DATE: THURSDAY, JUNE 28, 2018

TIME: 5:30 P.M.

PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Committee Chairperson Gallion called the meeting to order at 5:30 p.m.

ROLL CALL

Committee members present: Kellee Gallion, Dan Huettl, and Scott Goode

Committee members absent: None

Others present: Shannon Boney, Child Support Director

APPROVE AGENDA

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

APPROVE MINUTES FROM THE SEPTEMBER 27, 2017, CHILD SUPPORT COMMITTEE MEETING

Motion by Huettl to approve minutes of the September 27, 2017 meeting, seconded by Goode. All present voting AYE. Motion carried.

APPROVE TRAVEL/TRAINING REQUESTS FOR CHILD SUPPORT STAFF

Shannon Boney requested approval for herself, Stephanie Statezny, and Corporation Counsel Paul Payant (or Assistant Corporation Counsel designee), to attend the annual WCSEA Fall Conference in Appleton on September 25-28, 2018. Estimated expenses for this conference were included in the Child Support Agency's 2018 budget and are eligible for 66% FFP reimbursement. Motion by Goode to approve the travel request, seconded by Huettl. All present voting AYE. Motion carried.

PROGRAM/PROJECT UPDATES

Shannon informed the Committee that in addition to her regular job duties, Stephanie Statezny has been working very hard to transition a large portion of the closed files to a paperless filing system to open up some additional file space. Shannon wanted the Committee to be aware of this as Stephanie deserves recognition for all the hard work that she put into this project as she went above and beyond what she was requested to do. Stephanie scanned approximately 13 lateral file drawers that she had asked Stephanie to scan. This has been a goal for the Agency for several years now, therefore, the Agency is very grateful to Stephanie for achieving this goal!

BUDGET/FUNDING UPDATES

The Committee reviewed a final 2017 Child Support Budget report and a Child Support Budget report for 2018 which provided balances from January 1, 2018 through May 31, 2018.

PERFORMANCE MEASURES UPDATE

Shannon gave members a handout which provided information regarding the agency's performance status through May 2018. She explained what the present performance measure targets currently are and how performance impacts the amount of funding that the agency receives. Shannon was very pleased to report that so far this FFY the Agency had improved on three of the four performance measures, and she anticipates that by the end of FFY on September 30, 2018, they will have improved on all four measures.

REVIEW AND POSSIBLE APPROVAL OF CHILD SUPPORT AGENCY'S 2017 ANNUAL REPORT TO FORWARD TO FULL COUNTY BOARD

Committee members reviewed the 2017 Annual Report for the Child Support Agency. Shannon inquired as to what changes, if any, the committee would like her to make. Motion by Goode to approve the report and forward to the full County Board, seconded by Huettl. All present voting AYE. Motion carried.

ANY OTHER BUSINESS AS PERMITTED BY LAW

Shannon explained that the Sokaogon Chippewa Tribal Child Support Agency will be comprehensive on July 1, 2018. The process to begin transferring eligible cases to the Tribe soon after. Shannon explained that the Director of the Sokaogon Chippewa Tribal Child Support Agency sent her the proposed Memorandum of Understanding "MOU" between the Department of Children and Families, Bureau of Child Support, Forest County Child Support Agency, and Sokaogon Chippewa Community Tribal Child Support Agency. However, the MOU has a signature block for Shannon Boney to sign on behalf of the Forest County Child Support Agency. Shannon questioned the Committee as to the proper procedure for entering into an MOU at the County level, and if it was appropriate for her to be signing the MOU, or if the County Board Chairperson or Corporation Counsel for Forest County should be signing it instead. Shannon explained that she had just e-mailed Corporation Counsel Paul Payant regarding this matter and was awaiting his response. It was agreed that Shannon would relay Attorney Payant's response back to the Committee.

Shannon explained that it is unknown at this time how many cases will be transferred to the Sokaogon Chippewa Tribal Child Support Agency. She is hoping there will be some kind of estimate on how many potential cases could be transferred as the Sokaogon Chippewa Tribal CSA Director is working on figuring out which cases may be eligible for transfer, and was hoping to have that estimate by August. She explained there will be a lot of extra work involved in the initial transfer process.

ADJOURNMENT

There being no further business, motion by Huettl to adjourn, seconded by Goode. All present voting AYE. Motion carried. Meeting adjourned at approximately 6:35 p.m.

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