

FOREST COUNTY CHILD SUPPORT COMMITTEE MEETING MINUTES

COMMITTEE: CHILD SUPPORT COMMITTEE

DATE: MONDAY, NOVEMBER 12, 2018

TIME: 5:30 P.M.

PLACE: UW EXTENSION CONFERENCE ROOM

CALL TO ORDER

Committee Chairperson Gallion called the meeting to order at 5:32 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 Goode to approve the agenda as presented, seconded by Huettl. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE SEPTEMBER 19, 2018, CHILD SUPPORT COMMITTEE MEETING

Motion by Huettl to approve minutes of the September 19, 2018 meeting, seconded by Goode. All present voting AYE. Motion carried.

APPROVE TRAVEL/TRAINING REQUESTS FOR CHILD SUPPORT AGENCY STAFF

There are no travel or training requests at this time as the 2019 training schedule has not yet been provided by the Bureau of Child Support.

REVIEW AND DISCUSS INDEPENDENT CONTRACTOR'S AGREEMENT, APPROVE ANY ACTION AS NECESSARY

Because the Child Support Agency utilizes Corporation Counsel, Paul Payant, for legal services on a regular basis, Chairman Tallier requested the Child Support Committee to review Attorney Payant's Contract and make a recommendation in regards to the renewal of his Contract for 2019. Shannon indicated that their Child Support Agency receives excellent, timely and professional services from Paul Payant, therefore, it would be her recommendation to renew his contract for 2019. There was a discussion amongst the Committee members that because the Child Support Agency is not the only department that utilizes Corporation Counsel for his services, that it may be best to recommend that this go to the full County Board for approval. Motion by Goode to approve to renew Corporation Counsel, Paul Payant's Contract for 2019 with the recommendation that it go to the full County Board for approval, motion was seconded by Huettl. All present voting AYE. Motion carried.

BUDGET/FUNDING UPDATES

The Committee reviewed the Child Support Budget report for 2018 which provided balances from January 1, 2018 through September 30, 2018. Shannon explained that the report is not a very accurate depiction of what their actual balances are to date. For example, the report only includes administrative cost reimbursement for the first and second quarter of 2018. Shannon explained she should have more accurate figures for CY 2018 to provide the Committee in approximately February 2019.

PERFORMANCE MEASURES UPDATES

Shannon gave members a handout which provided information regarding the agency's performance status for federal fiscal year (FFY) which is October 2017 through September 2018. Shannon pointed out that the Child Support Agency had increased their performance in all four of the federal performance measures (court order establishment rate, paternity establishment rate, current support collections, and arrears collections).

UPDATE ON CASES BEING TRANSFERRED TO SOKAOGON CHIPPEWA TRIBAL CHILD SUPPORT AGENCY

Shannon updated the Committee on the status of cases that are being transferred to the Sokaogon Chippewa Tribal Child Support Agency. She explained that they have received formal requests from the Tribe to transfer 60 cases. Out of the 60 cases, 28 have been completed, 10 cases are scheduled for upcoming hearings, and the Agency is in the process of completing motion documents for the remaining 22 cases. Shannon explained that according to an estimate given to her by the Sokaogon Chippewa Tribal Child Support Director, Regina Williams, there are approximately 56 eligible cases remaining to be transferred to the Tribe besides the 60 cases that have already been requested. Therefore, Shannon estimates that they are approximately half way completed with this project.

PROGRAM/PROJECT UPDATES

Shannon informed the Committee that she attended a training in Wausau on November 7th for the new DocGen system which will replace their current document generation system which they use to create, edit and publish all of their documents. Staff will be doing online trainings the week of November 12th and November 19th, and production to the new system will be available to everyone in the Agency on November 28th.

The Child Support Agency had asked James Whiteaker in the IT Department to purchase a domain for the Agency's website which they will be creating, which will cost approximately \$120 per year. This is a project that the Agency has wanted to do for quite some time, and Shannon believes the website will be helpful to their customers. Stephanie Statezny has volunteered to get this project started.

ANY OTHER BUSINESS PERMITTED BY LAW

Shannon explained she isn't sure exactly how the cases being transferred to the Sokaogon Tribe will impact their Agency. She would like to wait until after the new year to determine how they would possibly reorganize job duties and caseloads, and/or rehire for Dawn Millan's position as Dawn will be retiring on January 2nd. With so many changes coming about, Shannon thought it would be best to wait until approximately February 2019 and reevaluate the Agency's needs after

the cases have been transferred to the Tribe. Therefore, this will be put on the Agenda for the next meeting for discussion which is to be held around February 2019.

ADJOURNMENT

There being no further business, motion by Huettl to adjourn, seconded by Goode. All present voting AYE. Motion carried. Meeting adjourned at approximately 6:22 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.