

Forest County Social Service Committee Meeting
March 17, 2020
County Board Room
5:30 p.m.

Members present: Scott Shaffer, Scott Goode, David Campbell, Kellee Gallion

Absent: Cindy Gretzinger

Others Present: Tom Tallier, Tamara Feest

1. **Call to Order:** Meeting called to order at 5:30 p.m. by Shaffer.
2. **Approval of Amended Agenda-** Motion by Gallion to approve agenda, seconded by Goode. All in favor, motion carried.
3. **Approval of minutes from Social Services Meeting held February 11, 2020-**Motion to approve minutes made by Gallion, seconded by Goode. All in favor, motion carried.
4. **Public Comment on Agenda Items-**No comments.
5. **Discussion and Possible Action on Recommendations for Human Services Workplan**
Tallier began the discussion by saying that he is happy to see that the HSC budget is in much better shape than what was originally thought it would need to be. Committee informed that discussion is for a recommendation of where we want to go with the HSC Workplan as the Forest County Sheriff's Department, Social Services and HSC budgets are all affected when there are AODA and Mental Health needs. Feest shared that the Human Services Board had recommended doing a study on all areas. They wanted to know what areas they are doing well in, what needs improvements and then come up with recommendations from there. There has been a sub committee that was developed to look at the recommendations and they are focusing on priorities. One of the top priorities is Outplacing of staff in the communities. Vilas County felt that their priority need was working with AODA and Forest County is on Mental Health. Another priority is to develop a dispute protocol in the event that the HSC and another agency do not agree. Another top priority is that they are changing the board structure within the HSC organization. There will be 6 Oneida, 4 Forest and 4 Vilas residents on the board. They will also be reducing the number of committees by combining a few of the committees or reorganizing them. Discussed the fact that HSC will be working on a plan to have a Mental Health Case Manager available at least part of a day or maybe a full day one time a week to start off with. They understand that it may be slow to begin with until residents are aware of their presence. Discussion on office space. An office within Social Services is recommended by the committee. Discussed internet use and

they could log onto the Courthouse internet if needed. The HSC will bring their own computer and office supplies needed. Feest also discussed that the HSC and Social Services will be having a joint staff meeting once a week beginning in April. This is to update staff on programs, collaborate on the cases and offer help as needed. Recommendation by committee to make sure to add a link to HSC website on the Forest County website.

6. Review, Discuss and Possible Action for Rules and Regulations of Social Services

Committee-Updated Committee that the Rules and Regulations Committee had asked that the Social Services information be reviewed and make changes as needed. Jensen did review the information and state statutes that were previously referenced regarding the Social Services Committee. Also reviewed another county's as a reference. Only change that would be recommended by Jensen is that the Veterans Officer listed in the document be taken out. Explained that since Jensen has been in the department, the Veterans Officer has not been part of the Social Services Department nor do the Veterans Office and Social Services hold joint meetings in Forest County unless it is requested. Motion by Goode, seconded by Gallion to refer to Rules and Regulation to remove the Veterans Officer from the Social Services document. All in favor, motion carried.

7. Department Updates-

- CPS and Juvenile Delinquency-Committee informed of approximate number of CPS and Child Welfare cases at this time. Juvenile Delinquency has 2 children that are currently in a secure facility that will be going to treatment facilities and updated on the cost being higher per day than Foster Care, but they are offering counseling (individual and family).
- Foster Care and Kinship-Committee informed of what Kinship requirements. Informed Committee that the current payments for Kinship are \$254 per month. Committee informed that there are children in foster care through Forest County. 1 child is placed through a Child Placing Agency and 2 are in a group home. 2 children are placed through a subsidized guardianship with family.
- Committee updated that there continues to be progress made with the fiscal portion of the agency.
- Committee updated that Margaret Calhoun started in the Economic Support position as of February 10th. Updated that the training is done internally via the computer and phone calls with the trainers rather than her having to go to another county.
- CST Position has only had one applicant so far and it was posted for two weeks. Committee agreed to repost the position.

8. Review, Discuss and Possible Action for Approval of Social Services Policies- Motion by Goode and seconded by Campbell to approve the Protection of Consumer Information, Release of Information and Employee Safety policies for Social Services. All in favor, motion carried.

9. MOU Discussion-

- 161 Agreement-Committee updated that this continues to be worked on with the Sokaogon Chippewa ICW, Tribal Attorney and Corp Counsel. Updated that Jensen did receive a copy of the draft however it has not been reviewed by Jensen or Corp Counsel yet.

10. Update and Discussion on Adult Protective Services/Protective Placement Crisis Placements-Committee updated that an elderly person was having behavioral issues and county was asked to help find placement. Explained that the placements would not accept him due to the behaviors so an agreement was signed with Clark County. Discussed the cost that the county would have incurred and may still be incurred if another placement is not found.

11. Review, Discuss and Possible Action on CLA Invoice-Discussion on how much is Social Services and how much is COA costs. Jensen unable to determine this based on the invoice. Jensen to request a breakdown from Bridget of CLA. Motion by Goode, seconded by Gallion to pay the bill based on the percentage that is owed by DSS. All in favor, motion carried.

12. Discussion and Possible Action on Employee Work Schedules-Committee informed of Schumacher's internship for the Masters program. Discussion on the requirements for Social Workers. Internship is 500 hours and Schumacher would like to adjust her scheduled hours so that she can continue to work for the county while completing the internship. Committee requests that Schumacher keep Jensen informed if it is too difficult once it begins. Motion by Gallion, seconded by Goode, to approve Schumacher's adjusting scheduled working hours so she can complete her internship hours. All in favor, motion carried.

Discussion of employees telecommuting during the COVID. Committee informed that there are a few staff that would not be able to work from home however the Case Managers and Economic Support workers could work from home. Motion by Campbell, seconded by Goode to allow Social Services Director to use discretion on staff working from home during COVID. All in favor, motion carried.

13. Adjourn-Motion by Gallion, seconded by Shaffer to Adjourn. All in favor, motion carried.

These minutes are not official and are subject to change. Minutes will be reviewed and approved at the next scheduled meeting. Next scheduled meeting is April 14, 2020, at 5:30pm.