

SOCIAL SERVICES COMMITTEE MINUTES

COMMITTEE: SOCIAL SERVICES
DATE: OCTOBER 10, 2023
TIME: 4:30 P.M.
PLACE: FOREST COUNTY BOARDROOM

CALL TO ORDER

Anderson called the meeting to order at 4:30 p.m. and read the agenda.

ROLL CALL

Present: Anderson, Black (present until 5:20 p.m.), Skallerud, Karl (present at 4:55 p.m.)

Absent: Goode

Others Present: Tracy Schumacher, Nora Matuszewski

APPROVE AGENDA

Motion by Skallerud to amend the agenda to add a closed session item; performance review of Social Service Clerk, second by Black. All present voting (AYE). Motion carried.

Motion by Black to approve the amended agenda, second by Skallerud. All present voting (AYE). Motion carried.

APPROVE SOCIAL SERVICES MINUTES FROM THE SEPTEMBER 14, 2023 MEETING

Motion by Skallerud to approve the minutes from the September 14, 2023 Social Services meeting, second by Black. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

CLOSED SESSION: The Committee may consider a motion to convene in closed session pursuant to 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.”

This closed session relates to:

- Discussion on Social Services Clerk review; possible action
- Discussion on Social Services Aide review; possible action

Motion by Skallerud to convene into closed session, second by Black: Roll Call Vote: Black (AYE), Anderson (AYE), Skallerud (AYE). Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion by Skallerud to reconvene to open session, second by Black. All present voting (AYE). Motion carried.

Motion by Skallerud to terminate the Social Services front desk Clerk and re-post the position, second by Karl. All present voting (AYE). Motion carried.

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Motion by Skallerud to terminate the Social Services Aide and re-post the position, second by Karl. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON CHANGING THE SOCIAL SERVICES AIDE JOB DESCRIPTION

Schumacher explained the complexity of the position and the feeling that getting someone that is qualified for the position is very hard. She feels that job description should include additional education or experience.

Motion by Skallerud to amend the job description to include under Education –“Associates degree preferred or equivalent work experience;” forward to Personnel for approval, second by Black. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON THE SEPARATION OF THE CST AND APS POSITIONS

Schumacher explained currently the CST position is 35 hours per week and APS is 5 hours per week. The Family Support Worker is already doing a lot of the CST work, she gave an example of child visits. She said there are parenting classes that she could take and then she would be able to teach the parents. She would like to re-vamp the two (2) positions allowing more time for the APS work to be done by another worker.

The committee asked to bring back the current job descriptions to the next meeting to look at how this could be done.

DISCUSSION/ACTION ON SOCIAL SERVICES STAFF AND STRUCTURE

No Action

DISCUSSION/ACTION ON SOCIAL SERVICES POLICIES

Schumacher is working on policies and has answers she is waiting on for one of them. She brought a NARCAN Policy that she would like the committee to look over and bring back to the next meeting for discussion.

DISCUSSION/ACTION ON SOCIAL SERVICES DEPARTMENT ONGOING CASES

- Schumacher reported two (2) more children were taken away.
- 52 Children in out of home care
- 8 on Protection Plans
- 1 Post TPR
- 1 TPR set for jury trial

Schumacher brought in a graph that was generated by the judge showing the screening decisions and then removals, discharges and out-of-home care population for the years of 2012-2022.

DISCUSSION/ACTION ON PUBLIC STATEMENT MEETING PER STATUTE

Schumacher had the budget for the committee and stated this is a requirement per statute to do once a year, to post and open meeting on public statement.

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DISCUSSION/ACTION ON A RESOLUTION TO WITHDRAW FROM THE HUMAN SERVICE CENTER TO BE FORWARDED TO FULL COUNTY BOARD

The resolution presented was looked at and the committee was concerned it did not have the County board chair in it.

Motion by Skallerud to approve the resolution to forward to full county board with an amendment, adding County board chair to the last paragraph, "that the Director of Forest County Social Services, the Forest County Sheriff, the Forest County Chair or designee, and the Forest County Corporation Counsel," second by Karl. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON THE COMMUNITY CLOSET

Schumacher stated the Community Closet is going well and they are moving forward with a Halloween Party. Mole Lake Casino has donated a hotel room if needed for those in need.

DISCUSSION/ACTION ON AN APPRECIATION GIFT FOR ALL THE HELP ONEIDA COUNTY HAS GIVEN TO FOREST COUNTY

Motion by Skallerud to purchase a plaque for Oneida County in an amount not to exceed \$75.00 from LATCF funds, second by Karl. All present voting (AYE). Motion carried.

FUTURE AGENDA ITEMS

- Narcan Policy
- Fiscal updates
- Staff structure
- Job descriptions
- Department policies
- Next meetings set for November 7th at 4:30 pm and December 12th at 4:30 pm

ADJOURNMENT

There being no further business, motion by Karl to adjourn, second by Skallerud. All present voting (AYE). Motion carried. Meeting adjourned at 6:05 p.m.