

ONEIDA COUNTY SOCIAL SERVICES COMMITTEE
September 30, 2013

Members present: Ms. Carol Pederson, Mr. Bob Metropulos, Ms. Candy Sorensen, Mr. Bob Martini

Absent: Mr. Greg Oettinger

Staff: Mr. Paul E. Spencer, Jr., Ms. Mary Gadzalinski, and Ms. Heidi Brown

Guest: Ms. Lisa Charbarneau, Human Services Director, and Mr. Jonathan Anderson, Lakeland Times

1. Call to Order. Approval of Agenda:

The regular meeting of the Oneida County Social Services Committee was brought to order at 9:00 a.m. by Ms. Carol Pederson, Chairperson. The Chairperson noted that the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Laws. Motion made by Mr. Bob Metropulos, seconded by Ms. Candy Sorensen to approve the agenda as posted. Motion carried unanimously.

2. Minutes of Social Services Committee – August 27, 2013:

Motion made by Mr. Bob Metropulos, seconded by Ms. Candy Sorensen to approve the Social Services Committee minutes of August 27, 2013. Motion carried unanimously.

3. Public Comment:

None

4. Child Support Study Recommendations- Ms. Lisa Charbarneau, Human Resources Director:

Handout of Report from Ms. Lisa Charbarneau to Mr. Paul E. Spencer, Jr. regarding study done on Social Services Secretary position. Study was done to determine what the correct classification of this position should be. Mr. Paul E. Spencer, Jr., recommended to the committee to change position to a Child Support Specialist Position based on Report. Other non-Child Support duties relating to the Social Services Secretary position are already being absorbed by other Social Service staff members. Providing a third Child Support Specialist position would lower Child Support Case load that are increasing in numbers and provide back up to other Child Support Specialists for time off or the in event one were to retire or terminate employment. Both Mr. Paul E. Spencer Jr. and Ms. Lisa Charbarneau explained the efficiencies this would provide the agency due to concerns that were expressed.

Motion made by Mr. Bob Martini, seconded by Mr. Bob Metropulos to approve the Child Support Specialist position and refer it on to LRES and County Board. Motion carried unanimously.

5. Vacancy Review Certified Social Worker:

Handout of the Vacancy Analysis was given to committee for a Social Worker position in Child Welfare Unit. Mr. Paul E. Spencer, Jr. informed committee this position is due to an employee leaving for State position with Department of Corrections. This is a highly trained position and does not require a 6-month waiting period.

Motion made by Ms. Carol Pederson, seconded by Mr. Bob Metropulos to approve the filing of the vacant Certified Social Worker position and refer it on to LRES. Motion carried unanimously.

6. Child Abuse and Neglect- Agency responsibilities (Process):

Ms. Mary Gadzalinski did a presentation on the processes and procedures for Child Abuse and Neglect. Social Workers are required to follow State Statutes and Ongoing Investigation Standards. The agency averages around 300 referrals every year for Child Abuse and Neglect. The number one goal for social workers in the agency is to keep children in the community safe and because of this the agency will err on the side of caution.

Referrals are made to the intake worker, which then go to supervisor to screen. The supervisor then will assign to worker if deemed appropriate. Law enforcement may be requested to go with Social Worker to investigate for the safety of the worker. Through an interviewing process, the Social Worker will decide if this is a safe environment for the child. If it is not a safe environment the Social Worker can work out a voluntary Protective Plan with the parent, or the child will be taken into custody. If the child is taken into custody a Petition to the court is done and the case will have to be brought to court within 48 hours of the removal of the child.

Social Workers' decisions are heavily scrutinized by a number of people, because often their decisions must be made quickly and on a limited amount of information. Training costs are high because they must be highly trained for the decisions they must make.

7. 2013 Financial/Statistical/Flex Time Reports:

The committee reviewed the Financial/Statistical/Flex Time Reports. It is projected that the agency will have a return of approximately \$201,589.72 for the year. Motion made by Ms. Candy Sorensen, seconded by Mr. Bob Martini to approve the 2013 Financial/Statistical/Flex Time reports as presented. Motion carried unanimously.

8. Audit of Payments and Line Item Transfers:

The bills and Line Item Transfers were reviewed by the committee. Motion made by Mr. Bob Martini, seconded by Mr. Bob Metropulos to approve the bills and Line Item Transfers as presented. Motion carried unanimously.

9. Agenda items for the October 22, 2013 meeting:

Agenda items for the October 22, 2013 meeting will include updated information on the Affordable Care Act.

10. Adjourn:

There being no further business to be brought before the Committee, it was moved by Mr. Bob Metropulos, seconded by Mr. Bob Martini to adjourn the meeting at 10:10 a.m. The next meeting of the Social Services Committee will be Tuesday, October 22, 2013 at 9:00 a.m. Motion carried unanimously.

Ms. Candy Sorensen

Ms. Carol Pederson, Chairperson

Date: October 22, 2013