

**ONEIDA COUNTY SOCIAL SERVICES COMMITTEE**  
**January 27, 2015**

Members present: Ms. Carol Pederson, Mr. Bob Metropulos, Mr. Alan VanRaalte, and Mr. Mitchell Ives

Absent: Mr. William Freudenberg

Staff: Ms. Mary Rideout, and Ms. Donna Schultz

Guests: Beth Hoerchler, Social Work Supervisor

**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 by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos to approve the agenda as posted. Motion carried unanimously.

**2. Minutes of Social Services Committee – December 23, 2014:**

Motion by Mr. Alan VanRaalte, seconded by Mr. Mitchell Ives to approve the Social Services Committee minutes of December 23, 2014, as corrected. Motion carried unanimously.

**3. Public Comment:**

None.

**4. Holiday donation program:**

Ms. Mary Rideout reviewed the Thanksgiving and Christmas donations for 2014 and what the Agency's role is with other organizations.

**5. Juvenile Secure Detention Information:**

Social Work Supervisor Beth Hoerchler spoke about juvenile short-term detention; about using the Marathon Co. Secure Detention facility instead of Lincoln Hills School, and why; and about the options in case management based on cooperation of the juvenile/family.

**6. Health Insurance Portability & Accountability Act (HIPAA) policy updates:**

Ms. Rideout, as Director of Oneida County Department of Social Services, is also the Privacy Officer. HIPAA Committee will meet annually. Changes were discussed.

Motion made by Ms. Carol Pederson to approve the Notice of Privacy Practices as corrected and the Notice of Privacy Practices Policy # A-1 as presented and seconded by Mr. Bob Metropulos. Motion carried unanimously.

**7. Staffing Updates:**

The only vacancy is the part-time Typist II position. Ms. Rideout stated we are studying the need for filling that position.

**8. 2014 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 \$596,000.00 for 2014. Motion made by Mr. Alan VanRaalte, seconded by Mr. Bob Metropulos to approve the 2014 Financial/Statistical/Flex Time reports as presented. Motion carried unanimously.

**9. Audit of Payments/Line Item Transfers:**

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

**10. Agenda Items for Future Meetings:**

Proposed drug testing for Food Share and Medicaid recipients.

**11. Adjourn:**

There being no further business to be brought before the Committee, it was moved by Mr. Bob Metropulos, seconded by Mr. Alan VanRaalte, to adjourn the meeting at 10:05 a.m. The next meeting of the Social Services Committee will be Tuesday, February 24, 2015 at 9:00 a.m. in Conference/ Committee Room 1 on the second floor. Motion carried unanimously.

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Mr. Alan VanRaalte

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Ms. Carol Pederson, Chairperson

Date: January 27, 2015