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**DSS Director's Report**

Schiek passed around an Economic Support Caseload Study done by the state. He indicated when the agency has four trained Economic Support Workers that should be adequate based on the study.

Schiek also indicated he has a Tri-County Director's Meeting coming up. Discussion.

**Next Meeting Date: Wednesday, January 14, 2009, at 9:30 AM**

**Motion by Teichmiller, seconded by Mayer, to adjourn. Carried.**

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**DSS Budget Report**

Schiek passed out the Monthly Budget Report and answered some questions relating to the budget. Discussion.

**DSS Property Requests**

Schiek asked for the approval of two items; a Desk Return for \$304.70 and a Warranty-Service Package for \$895.00 for the Electronic Case File Scanner. The cost of the service package came into question and Mayer indicated Schiek should get more information before taking it to Property.

**Motion by Mayer, seconded by Kukanich, to approve the two purchases as presented. Carried.**

**DSS Training Requests**

Schiek passed out the list of non-overnight meetings/trainings for 2009 to be approved.

1. Two Economic Support Specialists and the Energy Assistance worker to attend the “WHEAP Crisis Program Management Training” on December 10<sup>th</sup> in Wausau.  
(Approved by Chairman)
2. List of regular occurring non-overnight meetings and/or trainings.

**Motion by Teichmiller, seconded by Bakka, to approve the trainings as presented. Carried.**

Schiek also passed out the Monthly Training Expenditure Report.

Bauman asked Teichmiller to report on the Oneida County Human Service Committee Meeting. Discussion.

**DSS Personnel**

Schiek introduced Social Work Supervisor Karin Schmidt to the board. She explained her job duties and responsibilities. Discussion.

Schiek indicated that there's a possibility some retirements in the department may be postponed due to the Wisconsin Retirement System's losses. Discussion.

**DSS Approval of Administrative Vouchers**

**Motion by Mayer, seconded by Bakka, to approve the Social Services Administrative Vouchers. Carried.**

**MINUTES OF THE VILAS COUNTY  
BOARD OF SOCIAL SERVICES  
December 10, 2008**

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Present: Al Bauman, Erv Teichmiller, Chris Mayer, Leon Kukanich, Emil Bakka, Steve Favorite, Bob Rickard, Greg Schiek and Karin Schmidt.

Absent/Excused: None

Meeting called to order at 9:30 AM by Chairman Bauman.

Roll call taken.

**Motion by Bakka, seconded by Mayer, to approve the agenda as published. Carried.**

**Motion by Teichmiller, seconded by Mayer, to approve the November 11, 2008 minutes. Carried.**

**Approval of Administrative Vouchers-Juvenile Intake**

**Motion by Mayer, seconded by Teichmiller, to approve Juvenile Intake Vouchers. Carried.**

**Juvenile Intake Supervisor's Report**

Rickard indicated there were 29 referrals for the month of November. Chairman Bauman commented on the increase in referrals. Rickard also indicated he had no line item transfers, but he would when the rest of his CY 2008 bills come in.

Rickard asked for approval of a training as follows:

1. The Juvenile Clerk to attend a CCAP (Circuit Court Access Program) training on January 15<sup>th</sup> in Madison.

**Motion by Teichmiller, seconded by Bakka, to approve the training as presented. Carried.**

Rickard also asked the board to approve the purchase of a FAX/Copier machine for the Intensive Supervisor Worker for \$130.00. Rickard indicated this was an emergency purchase that was already approved by Chairman Bauman.

**Motion by Bakka, seconded by Teichmiller, to approve the purchase of a FAX/Copier machine for \$130.00 as presented. Carried.**

Teichmiller asked for an explanation of the process that follows after a referral is received into the Juvenile Intake Office. Discussion.