

# Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: January 3, 2018

## ➤ Preliminaries

- ❖ Called to Order: 6:03 PM
  - ❖ Prayer: Recited by Bob Leonard.
  - ❖ Pledge of Allegiance: Lead by Jeff Cox
  - ❖ Meeting dedication: The 100<sup>th</sup> Anniversary of the American Legion.
  - ❖ Roll Call: Quorum present
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- President Jeff Cox – American Legion Post 489
- Vice President Bob Leonard – VFW Post 8234
- Treasurer Ed Kurz – VFW Post 8234 \*Absent
- Secretary Norm Meier – American Legion Post 459
- Delegate Rick Gardner – American Legion Post 675
- Delegate Frank Kurtz – American Legion Post 395
- Alternate Brian Clason – American Legion Post 395 \*Absent
- Alternate Herb Allen – American Legion Post 675 \*Absent
- Alternate Bernie Boeger – American Legion Post 459
- Alternate Tom Wagner – American Legion Post 489 \*Absent
- VACKC Liaison Scott Gryder
- VACKC Staff:
  - Superintendent: Chad Lockman
  - Asst. Superintendent: Olivia Laschober
  - CVSO Coordinator: Donovan Torres \*Absent

## • Guests and concerned citizens:

## • Correspondence

### Commission Officer's Reports

- ❖ President – Thanked the board and staff for all the time they put in with the VAC last year.
- ❖ Secretary -- Motion passed to accept November 1, 2018 minutes as read.
- ❖ Treasurer -- Motion passed to accept the balance of \$16,938.92 including a \$350 donation.

- **Superintendent's Report**
- Chad passed out updated fund balances and statistics for VACKC expenditures and travel.
- Face to face appointments are up 71% since this time last year; up 163% since outreach efforts began in 2015.
- FY-2017 Governor's report submitted.
- 11 families recertified for Veterans Assistance; 1 family – no response; 2 families; 2 pending applications.
- 2017 year-end numbers regarding monies brought to Kendall County through disability compensation, pension, and/or DIC benefits was 8.5 million/yr; \$828,981 in new money (retroactive.)
- VACKC Fund Levy approved un an amount not to exceed \$369,735.00; a difference of \$18,780 from VAC approved budget amount of \$388,515.00.
  - Actual FY-18 projected expenditures \$368,576.00.
  - Med/Dental Insurance GF transfer difference of \$19,239.00
  - Superintendent Bonding - \$100.00 not transferred to GF.
  - FICA adjustment - \$600
- **Commission Committee Reports**
  - ❖ Bylaws Committee –
  - ❖ Budget Committee –
  - ❖ Election Committee –
  - ❖ Scholarship Committee –
- **Unfinished Business**
  - ❖ Spring 2018 VACKC Veterans golf outing: Motion passed to pay a \$200 deposit to hold the golf outing at Blackberry Oaks on May 24, 2018.
  - ❖ OMA/FOIA/Confidentiality. Discussion held to require OMA training only every other year.
  - ❖ 2018 VACKC Scholarship. Committee members who are leaving will need to be replaced.
  - ❖ Delegate / Alternate board certifications.
- **New Business**
  - ❖ FY-18 meeting dates were amended, then accepted with the fourth meeting of the year taking place on the first Wednesday in August instead of September. 2018 VAC meeting dates are January 3, April 4, June 13, August 1, November 7.
  - ❖ Motion passed to pay for registration, travel, and lodging expenses for Chad, Olivia, and Donovan's at the NACVSO Conference in June.
- **Good of the Commission** –
  - ❖ The American Legion National Commander Denise H. Rohan will be at the Yorkville American Legion on Armed Forces Day, May 19, 2018.
  - ❖ Olivia continues to meet with the "Let's Connect" women veterans group.
- **Closing Prayer**            Recited by Bob Leonard.
- **Salute the Flag**
- **Adjournment**                7:43 PM.

---- submitted by Norm Meier, January 15, 2018.

## Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: April 4, 2018

### Preliminaries

- ❖ Called to Order: 6:07 by Jeff Cox
- ❖ Prayer: Recited by Bob Leonard
- ❖ Pledge of Allegiance: Lead by Jeff Cox
- ❖ Dedication: None
- ❖ Roll Call: (Present unless noted) Quorum present

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- President Jeff Cox – American Legion Post 489
  - Vice President Bob Leonard – VFW Post 8234
  - Treasurer Ed Kurz – VFW Post 8234
  - Secretary Norm Meier – American Legion Post 459 \*Absent
  - Delegate Rick Gardner – American Legion Post 675
  - Delegate Frank Kurtz – American Legion Post 395 \*Absent
  - Alternate Brian Clason – American Legion Post 395
  - Alternate Herb Allen – American Legion Post 675
  - Alternate Bernie Boeger – American Legion Post 459
  - Alternate Richard Klutz – American Legion Post 489 \*Absent
  - VACKC Liaison Scott Gryder \*Absent
  - VACKC Staff:
  - Superintendent Chad Lockman
  - Outreach Coordinator/CVSO Karylin Clevenger \*Absent
  - CVSO Donovan Torres \*Absent

Guests and concerned citizens: None

Correspondence None

## Commission Officer's Reports

- ❖ President – no report
- ❖ Secretary – Motion passed to accept January 3, 2018 minutes as read
- ❖ Treasurer – Motion passed to accept balance of \$27,178.92

## Superintendent's Report

- Interviewed 2 well-qualified individuals to fill Olivia's position, one being a veteran
- New Outreach Coordinator/CVSO Karylin Clevenger, started F/T on 4/2/2018; starting salary \$39,000/yr; 10% raise once accredited in June
- Karylin is already w/KCSP and is already forging new relationships with additional organizations; many existing connections within the community
- Local driver in transition out and training new driver who started P/T on 4/4/2018 @ \$10.00/hr. – Soc Sec issues; agrees to drive on volunteer basis once surpassing 8 hours per week (MOU to be drafted later this week)
- Budget adjustment for Dental/Medical Insurance/transfer to GF due to additional employees electing to purchase insurance; DT & KC
- Golf outing sponsorships filling up quickly; over \$5,000 collected so far (sponsors & golfers); Remaining sponsorships include 2 registration table sponsorships, Gold and Silver. Much of the volunteer duties will be handled by the golf course staff.
- Number of face-to-face appointments similar to this time last year; up over 150% since outreach efforts began in 2015
- Kendall-Grundy Community Action has been allocated additional funding for the fiscal year; many of our veterans utilize their programs as well
- Donovan has obtained VA credentials to access electronic portals

Correspondence – none

### Old Business

- OMA/FOIA/Confidentiality missing from some members
- Delegate/Alternate certification missing from Oswego
- 2018 VACKC Scholarship – applications only received from Yorkville applicants, some didn't meet deadline. Applications were annotated as to timeliness in case committee decides to consider late entries

### New Business

- Approved issuance of County credit card for new-hire, Karylin Clevenger - \$2,500 limit

Good of the Commission – NTR

### Closing

- Prayer
- Salute to Flag
- Adjournment

## Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: June 13, 2018

- ❖ Called to Order: 6:05 by Jeff Cox
- ❖ Prayer: Recited by Bob Leonard
- ❖ Pledge of Allegiance: Led by Jeff Cox
- ❖ Dedication: Soldiers remains that have been sent back to the US from North Korea
- ❖ Roll Call: (Present unless noted) Quorum present

- President Jeff Cox – American Legion Post 489
- Vice President Bob Leonard – VFW Post 8234
- Treasurer Ed Kurz – VFW Post 8234
- Secretary Norm Meier – American Legion Post 459
- Delegate Rick Gardner – American Legion Post 675
- Delegate Frank Kurtz – American Legion Post 395 \*Absent
- Alternate Brian Clason – American Legion Post 395 \*Absent
- Alternate Joe West – American Legion Post 675
- Alternate Bernie Boeger – American Legion Post 459 \*Absent
- Alternate Richard Klutz – American Legion Post 489 \*Absent
- VACKC Liaison Scott Gryder \*Absent

### *VACKC Staff:*

- Superintendent Chad Lockman
- Outreach Coordinator/CVSO Karylin Clevenger
- CVSO Coordinator Donovan Torres

**Guests and concerned citizens:** None

### **Commission Officer's Reports**

- ❖ President – Jeff requested that the VAC office contact the board members one week before the VAC board meetings to remind them of the upcoming meeting
- ❖ Secretary – Motion passed to accept the April 4, 2018 minutes as read
- ❖ Treasurer – Motion passed to accept balance of \$28,657.44. Norm asked if additions and subtractions to the VAC Board checkbook could be listed

## **Superintendent's Report**

- Chad and Donovan both completed CEU training to maintain VA Accreditation
- New Outreach Coordinator/CVSO pay raise is effective 6/11/2018 after passing VA-Accreditation test
- Karylin completed Medicare CEU training on April 18<sup>th</sup>
- Chad and Rick spoke about military service at Yorkville HS on May 22<sup>nd</sup> and 23<sup>rd</sup>
- VAC was represented with Plano Legion at flag retirement ceremony at Hillside Rehab/Care center in Yorkville
- Golf outing profit on May 24<sup>th</sup> was \$3,570.52
- Chad and Rick were on WSPY radio on May 21<sup>st</sup> speaking about the golf outing and the local Purple Heart movement
- VAC staff attended the Veterans Resource Fair in Aurora on May 21<sup>st</sup>
- KCVAC has a regular presence at the Fox Valley Veterans Club Breakfast

## **Correspondence**

Ed Kurz mentioned that one of his consistent van riders passed away recently after spending time in the Manteno Veterans Home. The Kankakee VAC is starting the Mark Rodriguez Scholarship Fund in his name and is requesting donations to the fund. Motion was passed to donate \$500 from our treasury to the fund.

## **Unfinished Business:**

- OMA/FOIA/Confidentiality is missing from two members

## **New Business**

Motion was passed to permit the VAC Superintendent to be a cosigner of the checks in the VAC Board checkbook as a matter of convenience

## **Good of the Commission:**

- The Veteran's Steak Fry at the County Fairgrounds June 22<sup>nd</sup>
- Yorkville Legion Riders will go to the LaSalle Veterans Home on June 23<sup>rd</sup>
- Every other Thursday morning the Fox Valley Breakfast Club meets in Montgomery
- Norm Meier will be one of the veterans speaking at the Chapel of the Green in Yorkville on November 11<sup>th</sup>
- Kendall County Legion will have a booth at the County Fair on August 2<sup>nd</sup> through 5<sup>th</sup>
- Next KCVAC Board meeting is on August 1<sup>st</sup>, 2018

## **Closing**

- Prayer
- Salute to Flag
- Adjournment 6:45pm

## Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: August 31, 2018

- ❖ Called to Order: 6:03 by Jeff Cox
- ❖ Pledge of Allegiance: Lead by Jeff Cox
- ❖ Roll Call: (Present unless noted) Quorum present

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- President Jeff Cox – American Legion Post 489
  - Vice President Bob Leonard – VFW Post 8234
  - Treasurer Ed Kurz – VFW Post 8234
  - Secretary Norm Meier – American Legion Post 459
  - Delegate Rick Gardner – American Legion Post 675
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  - Alternate Brian Clason – American Legion Post 395
  - Alternate Joe West – American Legion Post 675
  - Alternate Bernie Boeger – American Legion Post 459
  - Alternate Richard Klutz – American Legion Post 489 \*Absent
  - VACKC Liaison Scott Gryder
  - VACKC Staff:
  - Superintendent Chad Lockman
  - Outreach Coordinator/CVSO Karylin Clevenger \*Absent
  - CVSO Coordinator Donovan Torres \*Absent

### New Business

Sponsorship Requests:

- West Aurora Blackhawks Wrestling Club
- Veterans Outreach for Kendall County – Red, White, and Brew Fest

Discussion was held concerning sponsorship requests. Donovan spoke to the board about the Veterans Outreach for Kendall County group and their request.

\*Motion was passed to give \$1000.00 to Veterans Outreach for Kendall County Veterans Outreach for Kendall County

\*Motion failed to donate funds to the West Aurora Blackhawks Wrestling Club

### Closing

- Salute to Flag
- Adjournment 10:45am.

# Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: September 11, 2018

- ❖ Called to Order: 10:01 AM by Jeff Cox
- ❖ Pledge of Allegiance: Lead by Jeff Cox
- ❖ Roll Call: (Present unless noted) Quorum present

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- President Jeff Cox – American Legion Post 489
  - Vice President Bob Leonard – VFW Post 8234
  - Treasurer Ed Kurz – VFW Post 8234
  - Secretary Norm Meier – American Legion Post 459 \*Absent
  - Delegate Rick Gardner – American Legion Post 675
  - Delegate Frank Kurtz – American Legion Post 395 \*Absent
  - Alternate Brian Clason – American Legion Post 395
  - Alternate Joe West – American Legion Post 675
  - Alternate Bernie Boeger – American Legion Post 459 \*Absent
  - Alternate Richard Klutz – American Legion Post 489 \*Absent
  - VACKC Liaison Scott Gryder \*Absent
  - VACKC Staff:
  - Superintendent Chad Lockman

- ❖ **Motion passed to accept minutes as read from 8/1/18 and 8/31/18**

## New Business

- ❖ Motion passed to accept modified FY-19 budget of \$361,257.00

## Closing

- Adjournment 10:25 AM.