

# Veterans Assistance Commission of Kendall County

"Serving America's Finest"

## Minutes

Date: 01/06/2016

### ➤ Preliminaries

- ❖ Called to Order: 6:38 PM
- ❖ Prayer: Recited by Frank Kurtz
- ❖ Pledge of Allegiance: Lead by John Schwartz
- ❖ Meeting dedication: To all military around the world.
- ❖ Introduction of guests, concerned citizens: Bob Davidson presented a \$5000 check to the KCVAC from the Salute to Veterans.

### ❖ Roll Call:

|  | Present                             | Absent                              |
|--|-------------------------------------|-------------------------------------|
| • President John Schwartz – American Legion Post 675 | <input checked="" type="checkbox"/> |                                     |
| • Vice President Don Dahm – American Legion Post 675 |                                     | <input checked="" type="checkbox"/> |
| • Treasurer Ed Kurz – VFW Post 8234                  | <input checked="" type="checkbox"/> |                                     |
| • Secretary Norm Meier – American Legion Post 459    | <input checked="" type="checkbox"/> |                                     |
| • Delegate Jeff Cox – American Legion Post 489       | <input checked="" type="checkbox"/> |                                     |
| • Delegate Frank Kurtz – American Legion Post 395    | <input checked="" type="checkbox"/> |                                     |
| • Alternate Brian Clason – American Legion Post 395  | <input checked="" type="checkbox"/> |                                     |
| • Alternate Bob Leonard – VFW Post 8234              | <input checked="" type="checkbox"/> |                                     |
| • Alternate Ted Simpson – American Legion Post 459   |                                     | <input checked="" type="checkbox"/> |
| • Alternate Tom Wagner – American Legion Post 489    | <input checked="" type="checkbox"/> |                                     |
| • VACKC Liaison Jeff Wehrli                          |                                     |                                     |

### VACKC Staff:

- Superintendent Steve Barrett
- Asst. Superintendent Chad Lockman
- CVSO Coordinator, Olivia Laschober

### ➤ Commission Officer's Reports

#### ❖ President

- Welcomed new board member, Tom Wagner.
- Correspondence - none

#### ❖ Secretary

- Motion passed to accept the 11/4/2015 minutes as read.

#### ❖ Treasurer

- Motion passed to accept the balance of \$19,554.98

➤ **Superintendent's Report:**

- Written report for December submitted along with Updated VAC Directory; Veterans Assistance Expenditure; Fund Balances; and Transportation totals.
- Chad was interviewed by WSPY TV.
- CVSO attended annual VARO training in Chicago.
- VACKC was accepted as a voting member of HSTP3 (IDOT grant.)
- Staff organized a Holiday outreach event at Plano Walmart.
- Decorated the VACKC Troop Tree.
- Staff completed all annual VA training requirements.
- Completed periodic assistance review.
- Received 11 corporate & private financial donations (\$9,145.)
- Annual report submitted to the Governor.

➤ **Commission Committee Reports**

- ❖ Bylaws Committee –
- ❖ Budget Committee – 2016 Budget approved by County Board.
- ❖ Election Committee –
- ❖ Scholarship Committee – New committee consists of Ed, Jeff, Brian, and John. Discussion was held as to increasing the scholarship award amount or adding another recipient, possibly in the name of Arnie Bitterman. Deadline is March 1<sup>st</sup>.

➤ **Old Business**

- ❖ Staff and Commission OMA training needs to be completed by board members. URL and password are needed and it may be completed at home.
- ❖ Motion passed to give \$100 to the family of each recipient on June 1<sup>st</sup> and to donate \$500 to the Kendall County Food Pantry.

➤ **New Business**

- ❖ Confidentiality Agreement signed by board members .
- ❖ Discussion held regarding the use of the Kendall County Mental Health Department for client services in instead of sending them to Aurora clinic or Hines.
- ❖ Motion passed to pay a maximum of \$1500 towards the dental expenses of a specified Kendall County veteran.
- ❖ Discussion about moving the board meeting time up to 6pm start.

➤ **Good of the Commission –**

- ❖ Plano American Legion Post 395 – Boy Scout Fish Frys, February to March 18<sup>th</sup>.
- ❖ Newark American Legion Post 459 –
- ❖ Yorkville American Legion Post 489 – SAL breakfast Sunday.
- ❖ Oswego American Legion Post 675 –
- ❖ Yorkville VFW Post 8234 – Friday Night Fish Fry

➤ **Closing Prayer**      Recited by Frank Kurtz

➤ **Salute The Flag**

➤ **Adjournment**      7:55 PM.

# Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: April 6, 2016

- Preliminaries
- Called to Order: 6:33 PM
- Prayer: Recited by Bob Leonard
- Pledge of Allegiance: Lead by John Schwartz
- Meeting dedication: To all armed forces around the world.
- Introduction of guests, concerned citizens: Pam Graham from the Smiles for Veterans Programs spoke about a pain management dental program for veterans.

## Roll Call

### Absent

### Present

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- President John Schwartz – American Legion Post 675
- Vice President Don Dahm – American Legion Post 675
- Treasurer Ed Kurz – VFW Post 8234
- Secretary Norm Meier – American Legion Post 459
- Delegate Jeff Cox – American Legion Post 489
  
- Delegate Frank Kurtz – American Legion Post 395
- Alternate Brian Clason – American Legion Post 395
- Alternate Bob Leonard – VFW Post 8234
- Alternate Ted Simpson – American Legion Post 459
- Alternate Tom Wagner – American Legion Post 489
- VACKC Liaison Jeff Wehrli

### VACKC Staff:

- Superintendent Steve Barrett
- Asst. Superintendent Chad Lockman
- CVS0 Coordinator, Olivia Laschober

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

- President
  - Correspondence - none
- Secretary
  - Motion passed to accept the Jan. 6, 2016 minutes with corrections.
- Treasurer
  - Motion passed to accept the balance of \$18,561.73

### **Superintendent's Report:**

- Written report submitted along with Updated VAC Directory; Veterans Assistance Expenditure; Fund Balances; and Transportation totals.
- Staff attended the IACVAC CVS0 conference in Peoria.
- VAC Board members need to complete the OMA training.
- Exploring VA Work Study Student positions.
- Staff completed all FOIA and OMA training requirements .
- Four veterans have been provided with MH/Dental services by the Kendall County Senior Providers and additional resources.
- Re-established outreach with the Kendall County Senior Providers.
- Completed first quarterly assistance review.
- Attending and planning with representatives for KCSV for Salute to Veterans.
- Steve thanked Olivia and Chad for covering the office business while he was ill.

### **Commission Committee Reports**

- Bylaws Committee -
- Budget Committee -
- Election Committee -
- Scholarship Committee - Scholarship winners selected were Joseph Nauman to receive \$1500 and Jake Fielder to receive \$1000. Each recipient is from Yorkville High School. Motion was passed to award \$2000 each to two recipients of next year's scholarship in memory of Gene White and Arnie Bitterman.

### **Old Business**

- Steve added line items for Dental and for Mental Health.
- Only \$375 of the maximum of \$1500 was used towards the dental expenses of a specified Kendall County veteran.

- **New Business**  
Motion passed to move the board meeting time up to 6pm start starting with the next meeting on June 1<sup>st</sup>.
- **Good of the Commission** –
- Honor Flights are now open to Korean War and Vietnam War Vets .
- **Closing Prayer**      Recited by Bob Leonard
- **Salute The Flag**
- **Adjournment**      7:57 PM.

# Minutes

## Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: June 1, 2016

### ➤ Preliminaries

- ❖ Called to Order: 6:25 PM
- ❖ Prayer: Recited by Bob Leonard
- ❖ Pledge of Allegiance: Lead by John Schwartz
- ❖ Meeting dedication: To Arnie Bitterman and Gene White.
- ❖ Roll Call:

|  | Present                             | Absent                              |
|--|-------------------------------------|-------------------------------------|
| • President John Schwartz – American Legion Post 675 | <input checked="" type="checkbox"/> |                                     |
| • Vice President Don Dahm – American Legion Post 675 | <input checked="" type="checkbox"/> |                                     |
| • Treasurer Ed Kurz – VFW Post 8234                  | <input checked="" type="checkbox"/> |                                     |
| • Secretary Norm Meier – American Legion Post 459    | <input checked="" type="checkbox"/> |                                     |
| • Delegate Jeff Cox – American Legion Post 489       | <input checked="" type="checkbox"/> |                                     |
| • Delegate Frank Kurtz – American Legion Post 395    |                                     | <input checked="" type="checkbox"/> |
| • Alternate Brian Clason – American Legion Post 395  | <input checked="" type="checkbox"/> |                                     |
| • Alternate Bob Leonard – VFW Post 8234              | <input checked="" type="checkbox"/> |                                     |
| • Alternate Ted Simpson – American Legion Post 459   |                                     | <input checked="" type="checkbox"/> |
| • Alternate Tom Wagner – American Legion Post 489    |                                     | <input checked="" type="checkbox"/> |
| • VACKC Liaison Jeff Wehrli                          |                                     |                                     |

#### VACKC Staff:

- Superintendent Steve Barrett
- Asst. Superintendent Chad Lockman
- CVSO Coordinator, Olivia Laschober

### ➤ Commission Officer's Reports

#### ❖ President

- John announced that this is the last year he will be on the VAC board because of his move out of the area.

#### ❖ Secretary

- Motion passed to accept the 3/6/2015 minutes as read.

#### ❖ Treasurer

- Motion passed to accept the balance of \$16,601.73

### ➤ Superintendent's Report

- Chad presented the Superintendent's Report for Steve who has been ill.
- Written reports were passed out including: Veterans Assistance Expenditure; Fund Balances; and Transportation totals.
- To date \$124,858 has been spent this budget year leaving a balance of \$208,588.
- Veterans assistance reviews for last year are completed.
- Chad and Olivia attended NACVSO CEU training conference in Myrtle Beach.
- VACKC was accepted as a voting member of HSTP3 (IDOT grant.)
- Staff is now approved to access the State of Illinois IDHS PACIS data base to check on client's eligibility and to complete Veterans Assistance reviews.
- Two VAC clients are using County Mental Health Care services.
- Periodic assistance review has been completed.
- VA Work Study student, James McCann, has been doing well in the KCVAC office. We are waiting for COD to rectify his attendance in order for him to continue working this summer.
- Families receiving financial assistance increased from nine to eleven.

➤ **Commission Committee Reports**

- ❖ Bylaws Committee –
- ❖ Budget Committee –
- ❖ Election Committee –
- ❖ Scholarship Committee –

➤ **Unfinished Business**

- ❖ OMA training needs to be completed by a few board members.

➤ **New Business**

- ❖ Steve requested a leave of absence while he recovers from his illness.
- ❖ Steve led discussion regarding the purchase or lease of a new van to replace the Equinox which is in need of \$2000 in repairs. John and Don will check on costs.
- ❖ Olivia is working with the Kendall County Senior Providers. She has also been selected as the NACVSO women's representative and will attend the NACVSO conference in Boston.
- ❖ Chad suggested the staff and board start to work on the budget for next year.

➤ **Good of the Commission –**

- ❖ Plano American Legion Post 395 –
- ❖ Newark American Legion Post 459 – September 3<sup>rd</sup> Hog roast and Car Show fundraiser.
- ❖ Yorkville American Legion Post 489 –
- ❖ Oswego American Legion Post 675 –
- ❖ Yorkville VFW Post 8234 –

➤ **Closing Prayer**            Recited by Bob Leonard.

➤ **Salute The Flag**

➤ **Adjournment**            7:05 PM.

# Minutes

## Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: September 7, 2016

### ➤ Preliminaries

- ❖ Called to Order: 6:05 PM
- ❖ Prayer: Recited by Frank Kurtz
- ❖ Pledge of Allegiance: Lead by John Schwartz
- ❖ Meeting dedication: To Steve Barrett
- ❖ Roll Call:

|  | Present | Absent |
|--|---------|--------|
| • President John Schwartz – American Legion Post 675 | ☒       |        |
| • Vice President Don Dahm – American Legion Post 675 | ☒       |        |
| • Treasurer Ed Kurz – VFW Post 8234                  | ☒       |        |
| • Secretary Norm Meier – American Legion Post 459    | ☒       |        |
| • Delegate Jeff Cox – American Legion Post 489       | ☒       |        |
| • Delegate Frank Kurtz – American Legion Post 395    | ☒       |        |
| • Alternate Brian Clason – American Legion Post 395  | ☒       |        |
| • Alternate Bob Leonard – VFW Post 8234              | ☒       |        |
| • Alternate Ted Simpson – American Legion Post 459   | ☒       |        |
| • Alternate Tom Wagner – American Legion Post 489    | ☒       |        |
| • VACKC Liaison Jeff Wehrli                          |         |        |
| VACKC Staff:   |         |        |
| • Superintendent: Chad Lockman                       |         |        |
| • Asst. Superintendent: Olivia Laschober             |         |        |
| • CVS0 Coordinator:                                  |         |        |

### ➤ Commission Officer's Reports

#### ❖ President

John introduced Herb Allen, who will be the new VAC commission board member serving as alternate for the Oswego American Legion Post 675. John read several cards thanking the KCVAC for various types of help that was given in time of need and one thank you card from the 2015 scholarship winner.

#### ❖ Secretary

- Motion passed to accept the 6/1/2016 minutes as read.

#### ❖ Treasurer

- Motion passed to accept the balance of \$17,961.73. Jeff Wehrli presented a \$1500.00 check to KCVAC from donations received at the 42<sup>nd</sup> annual Dano Open golf outing.

- **Commission Committee Reports**
  - ❖ Bylaws Committee –
  - ❖ Budget Committee – Met and reviewed the KCVAC budget which will be presented to the County Board for approval.
  - ❖ Election Committee – As nomination officer, Don Dahm accepted nominations for 2017 VAC officers. Nominations included: President, Jeff Cox; VP, Bob Leonard; Secretary, Norm Meier; Treasurer, Ed Kurz.
  - ❖ Scholarship Committee – The scholarship committee includes John, Ed, Jeff, Brian, and Lynn. A replacement is needed for John.
  
- **Unfinished Business**
  - ❖ OMA training needs to be completed by a few board members.
  
- **New Business**
  - ❖ Discussion was held regarding the hiring timeline and salary for a new CVSO Coordinator.
  - ❖ Chad presented the information about leasing a new copier. Motion passed to coordinate with the county IT department to arrange for a 60 month lease at \$180 per month.
  - ❖ The FY-17 Budget Proposal was discussed and approved for submission.
  - ❖ Motion passed to appoint Chad to KCVAC Superintendent position and appoint Olivia to KCVAC Asst. Superintendent.
  - ❖ It was agreed to add Steve Barrett's name to the office plaque that displays former KCVAC Superintendents.
  
- **Good of the Commission** –
  - ❖ Plano American Legion Post 395 – Ruffled off a TV at the Sandwich Fair.
  - ❖ Newark American Legion Post 459 – Had a successful Hog Roast and Car Show fundraiser.
  - ❖ Yorkville American Legion Post 489 –
  - ❖ Oswego American Legion Post 675 – Will hold a steak night and turkey raffle on Veteran's Day.
  - ❖ Yorkville VFW Post 8234 – Ran bingo at the LaSalle Veteran's Home
  
- **Closing Prayer**      Recited by Frank Kurtz.
  
- **Salute The Flag**
  
- **Adjournment**      6:50 PM.

# Minutes

Veterans Assistance Commission of Kendall County, Illinois

Meeting Date: November 2, 2016

## ➤ Preliminaries

- ❖ Called to Order: 6:04 PM
- ❖ Prayer: Recited by Bob Leonard
- ❖ Pledge of Allegiance: Lead by John Schwartz
- ❖ Meeting dedication: To VAC Board commission members.
- ❖ Roll Call:

|  | <u>Present</u>                      | <u>Absent</u>                       |
|--|-------------------------------------|-------------------------------------|
| • President John Schwartz – American Legion Post 675 | <input checked="" type="checkbox"/> |                                     |
| • Vice President Don Dahm – American Legion Post 675 | <input checked="" type="checkbox"/> |                                     |
| • Treasurer Ed Kurz – VFW Post 8234                  | <input checked="" type="checkbox"/> |                                     |
| • Secretary Norm Meier – American Legion Post 459    | <input checked="" type="checkbox"/> |                                     |
| • Delegate Jeff Cox – American Legion Post 489       | <input checked="" type="checkbox"/> |                                     |
| • Delegate Frank Kurtz – American Legion Post 395    |                                     | <input checked="" type="checkbox"/> |
| • Alternate Brian Clason – American Legion Post 395  |                                     | <input checked="" type="checkbox"/> |
| • Alternate Bob Leonard – VFW Post 8234              | <input checked="" type="checkbox"/> |                                     |
| • Alternate Ted Simpson – American Legion Post 459   |                                     | <input checked="" type="checkbox"/> |
| • Alternate Tom Wagner – American Legion Post 489    |                                     | <input checked="" type="checkbox"/> |
| • VACKC Liaison Jeff Wehrli                          |                                     |                                     |

VACKC Staff:

- Superintendent Chad Lockman
- Asst. Superintendent Olivia Laschober

## ➤ Commission Officer's Reports

### ❖ President

- As outgoing VAC President John thanked the committee for having the honor to serve them..

### ❖ Secretary

- Motion passed to accept the 9/7/2016 minutes as read.

### ❖ Treasurer

- Motion passed to accept the balance of \$16,920.68. We still have an outstanding check for one of the scholarship winners that has not been cashed.

○

- **Superintendent's Report**
- Written reports were passed out including: Veterans Assistance Expenditure; Fund Balances; and Transportation totals.
- See Attached

### **Commission Committee Reports**

- ❖ Bylaws Committee – The VAC president appointed the executive officers to make up the bylaws committee.
- ❖ Budget Committee –
- ❖ Election Committee –
- ❖ Scholarship Committee – (Ed, Jeff, Brian, Lynn) Motion passed to give \$1000 each to three students for the 2016-2017 school year.

### ➤ **Unfinished Business**

- ❖ OMA training needs to be completed by a few board members.

### ➤ **New Business**

- ❖ Post Commanders need to send it the form for Representative Certification.
- ❖ Duties of Delegates was discussed.
- ❖ Nine proposals were suggested for amending the VACKC bylaws.
- ❖ FY-2017 Meeting Dates are Jan 4, April 5, June 7, September 6, November 1
- ❖ FY-2017 VACKC officers were elected by acclamation. The new officers elected are: President, Jeff Cox; Vice President, Bob Leonard; Secretary, Norm Meier; Treasurer, Ed Kurz.

### ➤ **Good of the Commission –**

- ❖ Plano American Legion Post 395 –
- ❖ Newark American Legion Post 459 – Veteran's Day Dinner on Nov. 13<sup>th</sup> by Auxilliary.
- ❖ Yorkville American Legion Post 489 –
- ❖ Oswego American Legion Post 675 – Steak Fry – Nov 11<sup>th</sup>, Free for Veterans.
- ❖ Yorkville VFW Post 8234 –
- ❖ VACKC Christmas Luncheon – Friday Dec. 9<sup>th</sup> at Whitetail Ridge.
- ❖ Chapel on the Green, Yorkville- Veterans Day Tribute

➤ **Closing Prayer**            Recited by Bob Leonard.

➤ **Salute The Flag**

➤ **Adjournment**            7:05 PM.