

VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

555 Court Street, Rockford, IL 61103 – 815-516-2850 – VAC@wincoil.us

Commission Meeting Minutes

Date: 09 MARCH 2022 @ 1730 hours

I. OPENING

A. Hybrid Meeting held in Person at the VFW located at 922 – 7th Street, Rockford, IL 61104 and via Zoom Meetings (internet-based meeting platform).

B. Opening Ceremonies: Salute Flag, Pledge of Allegiance, Moment of Silence.

C. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers_____ Delegates_____ Alternates_____ Cert. Org._____ Quorum_____

D. Recognition of Guests and or Visitors Guests_____ Visitors_____

E. Accept the AGENDA: Any additions or changes to be made?

NOTE: Additions can be made. NO MOTIONS or VOTES TAKEN until the following meeting. All Votes taken by Roll Call (R/C). Adjournment vote will be by Voice vote.

****Motion presented by reading agenda. 2nd John Guler***

****R/C vote: Y 11 N 0 AB 0 Result of Vote: Unanimous***

Earline Washington joined meeting at 1747 hours

F. PUBLIC COMMENTS – OPEN

1. No One Signed up.

2. Sign up by calling office 815-516-2850 before Noon on Tuesday, **08 FEB 2022**.

G. Reading and Disposition of February's minutes.

****Motion presented by reading of minutes. 2nd John Guler***

****R/C vote: Y 11 N 0 AB 0 Result of Vote: Unanimous***

II. REPORTS

A. VAC-Administration Reports

1. President

a. We have forms from 15 units. We are a Valid VAC for 2022. Thanks!

b. We are still accepting the required 2022 VMO certification form.

c. The Open Meetings Act training is Required for all commissioners.

B. Administrative Coordinator - Everyone is invited to attend all meetings.

a. 03/10 Advisory meeting – Discuss any issues from last Commission meeting.

b. 03/17 – NO MEETING.

c. 03/24 Advisory meeting – Work on By-Laws revisions for Blended Meetings.

a. Will be in person and on ZOOM

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b. 130pm at Ross-Pearson VFW post 5149 – 922 7th ST

- d. 03/01 Advisory meeting – Finance, 2023 Budget, Services handbook.
- e. 04/07 Advisory Meeting – End of Month wrap-up and Agenda Prep.
- f. 04/13 Commission Meeting at 1730 hours (Zoom and In-person).

2. Services Coordinator

- a. Still working on Services Handbook.
- b. Researched several other County VAC Policies.
- c. Discussed parameters for Emergency assistance.
- d. Transportation Section being finalized.
- e. Need to set up another special meeting to work on By-Laws/Handbook.
- f. Personnel Issues – None at this time.

3. Appeals Committee – No Appeals – No Report

****Motion presented by VAC-A reports as given. 2nd Don Reynolds***

****R/C vote: Y 11 N 0 AB 0 Result of Vote: Unanimous***

4. Finance Coordinator

- a. Financial Reports for February 2022.
- b. See Meeting Packet.
- c. Todd read off the Balance Sheet and wants it included as part of the financial reports.
- d. Discussed the Lawyer expenses.
- e. Robert Lamay asked about our Lawyer being a veteran. He is not but he has worked with several small government agencies in the past.
- f. Discussed the Vehicle Recap set aside for replacing our current vehicles - The Prius and the Sienna.
- g. Discussed the need for setting aside money for VTS leased Vehicle and the other van we have through DAV grant.

1822 hours Stanley Thompson Left

****Motion presented by FEB financial reports as given. 2nd Robert Lamay***

****R/C vote: Y 11 N 0 AB 0 Result of Vote: Unanimous***

C. VAC-Operations

- 1. Superintendent – See Meeting Packet for reports.
- 2. Client Assistance
- 3. Veterans Service Officers
- 4. Outreach

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5. Transportation
 - a. Ordered 2 new Lock boxes for the van driver keys.
 - b. Looking for Volunteer Drivers!!!

**Motion presented by VAC-O reports as given. 2nd _____*

**R/C vote: Y____ N____ AB____ Result of Vote: _____*

III. CORRESPONDENCE

- A. 4 more VMO forms
- B. Thank you card from the Vet Drop-In Center

IV. UNFINISHED BUSINESS

- A. By-Laws to be updated for blended meetings
- B. Open Meetings Act Training Portal is OPEN – <https://foiapac.ilag.gov/>

V. NEW BUSINESS – NONE

VI. GOOD OF THE ORDER

- A. Enclosed Minutes from Advisory Committee Meetings form the last month.
- B. Bring in Flyers or email to jweis@wincoil.us for your upcoming events!!!
- C. See attached Flyers.
- D. Swearing in of New Army Recruits ceremony at American Legion Post 1207 located at 1011 S. Alpine Road. Will take place promptly at 4:30pm.

VII. CLOSING

- A. Closing Ceremonies
- B. Next Meeting is on **13 APRIL 2022 @ 1730 hours**

**Motion to Adjourn. Todd Burton 2nd John Guler*

Voice Vote: 10 Ayes 0 Nays

- C. Meeting Adjourned at: 1837 hours