

VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

Commission Meeting Minutes

Date: 13 APRIL 2022 @ 1730 hours

I. **OPENED at 1730 hours**

- 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 4 Delegates 7 Alternates 3 Cert. Org. 8 Quorum NO Only 5 units were present in-person 3 units were represented on Zoom
- D. Recognition of Guests and or Visitors Guests 1 Julie Weis Secretary
Visitors _____ Steve Thomas Superintendent Excused.
- 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.
- F. This meeting was informational only. No Votes were taken as there was NOT a quorum present in-person.

G. **PUBLIC COMMENTS – OPEN**

- 1. No One Signed up.
- 2. Sign up by calling office 815-516-2850 before Noon on Tuesday, **12 APRIL 2022.**

H. Read over March's minutes.

Celestine Anderson joined at 1735

David Draeger joined at 1740

II. **REPORTS**

A. **VAC-Administration Reports**

1. **President**

- a. Still accepting the required 2022 VMO certification form.
- b. The Open Meetings Act training is Required for all commissioners.
- c. Memorial Day Events

Dave Davis left meeting at 1742

B. **Administrative Coordinator – Everyone is invited to attend all meetings.**

- a. 04/14 Advisory meeting – Discuss any issues from last Commission meeting. Finance and 2022 Budget.
- b. 04/21 Advisory meeting – Services Handbook and By-Laws.
- c. 04/28 Advisory meeting – Services Handbook and By-Laws.
- d. 05/05 Advisory meeting – End of Month wrap-up and Agenda Prep.

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- e. 05/11 Commission Meeting at 1730 hours (Zoom and In-person).

2. Services Coordinator

- a. Still working on Services Handbook.
- b. Transportation Section being finalized to include Local Transportation services.
- c. Need to set up another special meeting to work on Handbook.
- d. Personnel Issues – None at this time.

3. Appeals Committee – No Appeals – No Report

4. Finance Coordinator

- a. Financial Reports for MARCH 2022.
- b. See Meeting Packet.

C. VAC-Operations

- 1. Superintendent – See Meeting Packet for reports.
- 2. Client Assistance
- 3. Veterans Service Officers
- 4. Outreach
- 5. Transportation
 - a. Boxes to be installed by city of Rockford.
 - b. Looking for Volunteer Drivers!!!

III. CORRESPONDENCE - NONE

IV. UNFINISHED BUSINESS

- A. By-Laws to be updated for Blended Meetings and Superintendent section regarding the Hiring/Termination process.
- B. Open Meetings Act Training Portal is OPEN – <https://foiapac.ilag.gov/>
- C. Work Cell phone numbers for Steve 779-256-8135 and Julie 779-256-8301.

V. NEW BUSINESS – NONE

VI. GOOD OF THE ORDER

- A. Enclosed Minutes from Advisory Committee Meetings for previous month.
- B. If you are over 50 years old and it has been greater than 4 months since your 1st booster and you wish to receive a 2nd booster. You can receive the 2nd dose! Please call **608-308-3518** to make an appointment.
- C. 11 April - Flag retirement ceremony for Miracle Mile flags.

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- D. 05 May - ROTC award ceremony at Veterans Memorial Hall.
- E. 21 May - Gold Star Mission Run for the Fallen is looking for Volunteers.
 - 1. Candice White is the contact person for the gold star Mission
 - 2. Nancy Clark has Volunteer sign-up sheets
- F. 30 May - Parade 9am, Memorial Hall Ceremony following Parade approximately 10:15am and Sinking of the Ship following the Ceremony at approximately 10:45am.
- G. Bring in Flyers or email to jweis@wincoil.us for your upcoming events!!!

VII. CLOSING

- A. Closing Ceremonies
- B. Next Meeting is on **11 MAY 2022 @ 1730 hours**
- C. Meeting Adjourned at: 1825 hours