



VETERANS ASSISTANCE COMMISSION Of WINNEBAGO COUNTY

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

Commission Meeting Minutes

10 MAY 2023

I. OPENING – 1740 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. Attended in person by Dave Davis, President; Nancy Clark, Administrative Coordinator, Terrell Lewis, Services Coordinator; Lana McCants, Delegate for VFW 342; David Draeger; John Guler; John Hood; Allen Hoglund; Eric Willard, delegate for VVA; Jim Nelson alternate for VVA; Calvin Johnson. Attended on Zoom by Richard Martin, Delegate for USSIB; Renee Martin Alternate for USSIB; John Kline, Alternate for VFW 342. Fourteen Commissioners from eleven units are present.
- C. Opening Ceremonies: Salute Flag, Pledge of Allegiance, Moment of Silence.
- D. Roll Call of Commission Officers, Certified Organizations, Delegates and Alternates.

Officers 3 Delegates 11 Alternates 3 Cert. Org. 11

- E. Recognition of Guests and or Visitors: Julie Weis, VAC-A Secretary. Attorney Michael Phillips.
- F. 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 are taken by Roll Call (R/C). Adjournment vote will be by Voice vote.

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

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

- G. PUBLIC COMMENTS – NONE – There is a 3-minute time limit. *Comments only NO questions.*

- H. Reading and Disposition of 2023 **March and April's** minutes.

****Motion presented by the reading of March's minutes. 2nd Terrell Lewis***

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

****Motion presented by the reading of April's minutes. 2nd John Hood***

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

II. REPORTS

A. VAC-Administration Reports

1. President

- a. We are subject OMA and must follow the Agenda and some things need to be read verbatim for the recording.
- b. All commissioners are required to take OMA training **with-in 90 days** through the IL Secretary of State FOIA and OMA Training Portal found at <https://foiapac.ilag.gov/>
- c. Gov. Pritzker continues the Covid-19 emergency declaration through 11 MAY 2023.



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- d. In-Person Meetings start in June. You may Zoom, only if you meet one of the 3 conditions as stated in the OMA and VACWC By-Laws.
- e. Please email Julie if you cannot attend in-person and need to Zoom.

2. Administrative Coordinator

- a. We strongly encourage your delegates and alternates to attend meetings.
- b. Advisory Committee Workshops will now be in-person starting 18 May.
- c. They will be held at the VAC Office, 555 N. Court St. – Suite 300.
- d. 05/11 Advisory Workshop – Discuss issues from last Commission meeting.
- e. 05/18 Advisory Workshop – Personnel Manual / Services Handbook.
- f. 05/25 Advisory Workshop – Personnel Manual / Services Handbook.
- g. 06/01 Advisory Workshop – Personnel Manual / Services Handbook.
- h. 06/08 Advisory Workshop – Month End Wrap up and agenda prep.
- i. 06/14 Commission Meeting at 1730 hours
- j. If your phone number or email has changed, please let Julie know via email message with NEW EMAIL Address /NEW PHONE Number as the Subject.

3. Services Coordinator

- a. Discussed adding asset disregards and continued updating the Services Handbook and working on Personnel Manual for the VAC-O.
- b. Added verbiage to Services Handbook to define a Veteran as being honorably discharged or Under Honorable Conditions regardless of time in service in accordance with the New MVAA.

****Terrell Lewis Motion to add an asset disregard for the first \$50,000 of Retirement Accounts such as 401k's, IRA's, etc. and Retirement Accounts that would incur a penalty for early withdrawal. 2nd Nancy Clark***

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

****Terrell Lewis Motion to have the following asset disregard for Cemetery plots, burial crypts, prepaid cremations and/or funeral services. 2nd Nancy Clark***

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

- c. Terrell Lewis read a Resolution regarding the Implementation of the Services Handbook.

****Motion to adopt the Services Handbook resolution. 2nd John Guler***

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

- d. No Personnel Issues.



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4. Appeals Committee

- a. We need a roster for future Appeals Committee members.
- b. If you are interested in being on future Appeals Committees, please let the Administrative Coordinator, Nancy Clark, know.
- c. Lana McCants said she would be interested.

****Motion presented by the VAC-A reports as given so far. 2nd Calvin Johnson***

****R/C vote: Y_11_N_0_AB_0 Result of Vote: Unanimous***

5. Finance Coordinator

- a. Presentation of Year-To-Date Financial Reports.
- b. There were no financial reports available

****Nancy Clark motioned to postpone Financial Reports for March and April 2023 until the June Meeting. 2nd John Guler***

****R/C vote: Y_11_N_0_AB_0 Result of Vote: Unanimous***

****Motion presented by Year to Date financial report as given. 2nd _____***

****R/C vote: Y__N__AB__ Result of Vote: _____***

B. VAC-Operations – See meeting packet for reports.

1. No Superintendent reports.
2. Financial Assistance Summary.
3. Transportation report.
4. Looking for Volunteer Drivers.

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

****R/C vote: Y_11_N_0_AB_0 Result of Vote: Unanimous***

III. CORRESPONDENCE – None

IV. UNFINISHED BUSINESS

- A. We are still seeking larger office space for the VAC.
- B. We are exploring the possibility of taking over the temporary library building.

V. NEW BUSINESS

- A. First read for By-Law changes.
 1. Made some clerical changes.
 2. Second read and vote will be next month.
- B. We need to go into a Closed Session to discuss a personnel issue.

****Motion to go into Closed Session as Authorized by Section 2(c)(1) of the Illinois Open Meetings Act, as amended, for the purpose of "[t]he appointment, employment,***



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compensation, discipline, performance, or dismissal of specific employees . . . of the public body, including hearing testimony on a complaint lodged against an employee . . . of the public body to determine its validity" and to allow the VAC's attorney to be present during said Executive Session by John Guler 2nd Lana McCants

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

Recording stopped at 1904 hours

Opening of Closed Session 1914 hours

Ending Closed Session 2025 hours

*~~*Motion(s) to vote Closed Session Issues if needed. 2nd _____~~*

**R/C vote: Y N AB Result of Vote: _____*

VI. VETERAN COMMUNITY EVENTS

- A. Enclosed Minutes from Advisory Committee Meetings for previous months.
- B. 22nd of every month – remembering those who have committed suicide.
- C. Remember Red Friday for our Deployed Service members.
- D. Send or bring in Flyers for your up-coming events – soon they will be going up on our website.
- E. See attached information about upcoming community events.

VII. CLOSING

- A. Closing Ceremonies
- B. Next Meeting is on **14 JUNE 2023 @ 1730 hours aka 5:30 pm**

**Motion to Adjourn. Eric Willard 2nd John Guler*

**Voice Vote: 14 Ayes 0 Nays*

- C. Meeting Adjourned at: 2032 hours