



AGENDA

Date: 8 May 2024 @ 1730

I. OPENING

Hybrid Meeting held in person at the 404 Elm St Street, Rockford, IL 61101 Room 303 and via Zoom Meetings (internet-based meeting platform). If able, please stand for our opening ceremonies. Salute Flag, Pledge of Allegiance, Moment of Silence.

1st. Motion - Roll Call of Commission Officers, Certified Organizations Delegates & Alternates that are **Present In-Person**.

2nd. Motion to allow Zoom Attendees to join and participate in the Meeting
by: _____ 2nd by _____. *R/C Vote: Y__N__ AB__ Result of Vote:

Recognition of Guests and Visitors: Jesus Pereira, Superintendent;

A. Accept the AGENDA: Are there any additions or changes to be made?

NOTE: A vote would need to be taken and passed by a two-thirds majority vote or fail. Any other board member has the right to move the motion forward. [Consideration of an item of new business or old business is limited to deliberation and discussion, and does not include the taking of action.](#)¹

3rd. *Motion is presented by reading of the agenda. 2nd _____ *Voice Vote: Y__N__ AB__ Result of Vote: _____

B. PUBLIC COMMENTS – There is a 3-minute time limit. Comments only NO questions.

C. Reading and Disposition of minutes for February, March, and April Advisory Workshop
Minutes will be presented in June 12, 2024.

4th. *Motion is presented by the reading of last month’s minutes. 2nd _____
Voice Vote: Y__N__ AB__ Result of Vote: _____

II. REPORTS

A. VAC-Administration Reports

1. President

- a. Welcome commissioners and guests
- b. FOIA & OMA training required by May 30, 2024.
- c. Election of Services Coordinator

¹ (Rice v. Board of Trustees of Adams County, 326 Ill. App. 3d 1120, 762 N.E.2d 1205 (Ill. App. Ct. 2002), 2002)



5th. *Motion to accept President’s Report 1st _____ 2nd _____
*Voice Vote: Y__N__ AB__ Result of Vote: _____

2. Administrative Coordinator

- a. 05/09 **Advisory Workshop** -Discuss issues from last Commission meeting 1300hrs
922 7th St Rockford Illinois
- b. 05/09 **Personnel Committee** – Recommend additions to Personnel Manual 1400hrs
922 7th St Rockford Illinois
 - i. Who would like to participate on the Personnel Committee?
- c. 05/09 **Appeals Committee** – 1500hrs 922 7th St Rockford Illinois
 - i. Who would like to participate on the Appeals Committee?
- d. 06/06 **Advisory Workshop.** - Agenda prep for 06/12 Commission meeting 1300hrs
922 7th St Rockford Illinois.
- e. 06/06 **Bylaws Committee.** – Bylaw review 1400hrs 922 7th St Rockford Illinois.
 - i. Who would like to participate on the Bylaws Committee?
- f. 06/12 **Commission Meeting** - 1730hrs 404 Elm St Street, Rockford, IL 61101 Room 303
- g. *Everyone is encouraged to join all of these workshops, committees, and meetings! Workshops are held during business hours to accommodate the Superintendent and Secretary’s schedules.*

6th. *Motion to accept Administrative Coordinator Report 1st _____ 2nd _____
*Voice Vote: Y__N__ AB__ Result of Vote: _____

3. Services Coordinator

- a. **Personnel Committee**
 - i. New Leave policy will be discussed on 05/09/2024
- b. **Services Committee**
 - i. Services Manual Implementation began on 05/01/2024

7th. *Motion to accept the Personnel Committee Report 1st _____ 2nd _____
*Voice Vote: Y__N__ AB__ Result of Vote: _____

8th. *Motion to accept Services Committee Report 1st _____ 2nd _____ Voice
Vote: Y__N__ AB__ Result of Vote: _____

4. Finance Coordinator

- a. 43.7% of budget YTD utilized.
- b. Budget utilization expected increase during the remainder of the FY.
- c. \$174,860.15 balance in the Illinois Bank and Trust account.
- d. Capitalization account creation.
- e. See meeting packet for reports.



9th. *Motion to accept Finance Coordinator Report. 1st _____ 2nd _____
*R/C vote: Y__N__ AB__ Result of Vote: _____

B. Superintendent Operations Report

1. Office Updates
2. Interactions
3. General Assistance
4. Emergency Assistance
5. Veteran Service Officers Forms Completed
6. Outreach
7. Transportation
8. If your phone number or email has changed, please let VAC-A Secretary know via email message with NEW EMAIL Address /NEW PHONE Number as the Subject.

10th. *Motion to accept Superintendent reports as given. 1st _____ 2nd _____
*Voice Vote: Y__N__ AB__ Result of Vote: _____

III. CORRESPONDENCE

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

- A.** Election of Services Coordinator

VI. VETERAN COMMUNITY EVENTS

- A.** 22nd of every month – remembering those who have committed suicide.
- B.** Remember Red Friday for our Deployed Service members.
- C.** Looking for Volunteer Drivers and Coordinators.
- 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 Full Commission Meeting is on **12 June 2024 at 1730 hours**

11th. *Motion to Adjourn. _____ 2nd _____
*Voice Vote: __ Ayes __ Nays

Meeting Adjourned at: _____