VACWC – Full Committee Meeting - MINUTES

13 March 2024

Meeting Opened: 1736

Location: Ross Pearson VFW Post 5149 – Rockford, IL

Attendees:

* Dave Davis – VACWC President
* Nancy Clark – Administrative Committee
* Terrell Davis – Personal and Services Committee
* Todd Burton – Finance Committee
* Jesus Pereira - Superintendent
* Ken VanLandeghem – American Legion #288
* George Meissen – American Legion #1207
* Donald Reynolds – Marine Corps League Post #083
* Gary Holmes – American Legion Post #332 – Via Zoom
* Amy Mullen – American Legion Post #332
* Stephanie Gilberts – Navy Club Ship #1
* Gene Schaefer – VFW Post #5149
* Ruben Hernandez – VFW Post #2955
* Eric Willard – Vietnam Veterans of America #984
* Jerome Egilske – Vietnam Veterans of America #984
* Debra Hoover – VACWC Secretary

Todd Burton – Move to delete Financial Services Committee Manual Discussion

Consensus – 9 yes 1 no – overall Yes

* A special meeting will be called at a later date

No Public Comments

Reports

President’s Report:

* President welcomed commissioners and guests
* VAC Superintendent, Jesus Pereira “JP” reported that we have 13 member organization validated for the commission
* Noted that 7 is needed for a quorum to have a meeting and to vote in the zoom attendees
* President welcomed new commission members

Nancy Clark moved to accept President’s Report – George Blake 2nd

Consensus – 10 yes 0 no – overall yes

Administrative Coordinator Report:

* 3/14 Advisory Workshop will be held next day at 1:00 pm VFW Ross Pearson
* 4/4 Advisory Workshop will be held at 1:00 pm VFW Ross Pearson to prep for 4/10 commission meeting
* Appeals Committee: No Report
* Reminder: everyone is encourage to join all of these workshops and meetings

Nancy Clark Moved to accept Administrative Coordinator Report – Gene Shaefer 2nd

Consensus – 10 yes – 0 no – overall yes

Personnel Committee Report – No Report

Motion: Terrell Lewis 2nd – Don Reynolds

Consensus – 10 yes – 0 no – overall yes

Services Committee Report

* JP review changes and updates to services policy
* The Service Committee approved all of the changes and updates

Finance Coordinator Report: Todd Burton

* Announcement: Todd Burton officially resigned as Finance Coordinator for Veterans Assistance Commission Workshop Committee
* Todd thanks Jesus and CFO Steve Schultz for their effort in moving from QuickBooks to MUNIS
* All money is now going through county which is a very good way to audit
* Todd stated that he firmly believes all board members need to change from time to time
* Nancy asked when was the last time we received an updated financial report (answer: October)
* Todd noted that they have been major changes at the VAC regarding finance and some of these changes have been difficult for the county.
* There will be separate line items in MUNIS to help track budget
* There is confidence that all future financial reports will be accurate
* Nancy noted that our new budget has changed significantly since 2015

Superintendent Operations Report:

* Jesus Pereira, Superintendent thanks the commission and recognized them as his “bosses”
* JP recognized guest, Ray Richmond, VSO – just received PIV which is a great accomplishment
* February Interactions
	+ General Assistance - $21,377.23
	+ Emergency Assistance - $1,456.00
	+ VSO Forms Completed - 37
	+ Outreach
		- Vet Talk Round Table 2/20/24
		- Ice Hogs Military Appreciation Night 2/23/24
		- Navigation Neighborhood Resources 2/24/24
* Transportation – 29 rides in February
* Two of our VAC employees assist a veteran in need who was threating his life. Went to his home, talked with him, called his VA Doctor and the Rockford Clinic, took him to dinner – at the end of the visit the veteran was determined to be safe
* Please let VAC Secretary know if you have a change to your phone number or e-mail address

Motion to approve Superintendent Report: George Meissen 2nd Stephanie Gilberto

Consensus 10 – yes 0 – no – overall yes

Correspondence – No Correspondence

Unfinished Business – No Unfinished Business

New Business

* Superintendent JP asked commission to approve a $5,000 relocation expense to bring a new employee to the VAC from out of state.
* Commission agreed but cautioned not to make relocating a habit – we should seek local employment as well
* Work with attorney to develop a statement on when and why relocation would be approved
* JP looking to enhance VSO educations
* Still to hire one VSO with 3-5 year experience and one VSO with no experience

Motion to approve New Business – Nancy Clark 2nd George Meissen

Consensus – 10 - yes 0 – no – overall – yes

Closed Session – 90 Day Review of Superintendent – **Postposed** as this topic was not properly noted on the agenda. A special meeting will be held March 20, 2024 specifically for this 90 day review and Review of Service Manual Updates

Meeting adjourned 1830 hours