

VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

Commission Meeting Minutes

Date: 10 FEBRUARY 2021

I. OPENING – 1743 Hours

- A. Meeting held via Zoom Meetings (internet-based meeting platform).
- B. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers 3 Delegates 6 Alternates 4 Cert. Org. 7 Quorum YES
- C. Recognition of Guests and or Visitors Guests 2 Visitors 0
Guests: Steve Thomas, Superintendent and Julie Weis, Secretary fill-in
- D. Accept the AGENDA: Any additions or changes to be made?

NOTE: Additions can be made. NO MOTIONS or VOTES TAKEN until the following meeting. First Vote taken by Roll Call (R/C). Subsequent votes will be by Show of Hands (S/H) with R/C votes as needed.

****Motion presented by reading agenda. 2nd Jim Nelson***

R/C vote: Y 7 N 0 AB 0 Result of Vote: Unanimous

- E. Reading and Disposition of January's minutes.

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

****S/H vote: Y 7 N 0 Result of Vote: Unanimous***

II. REPORTS

A. VAC-Administration Reports

1. President

- a. 2021 Commission Delegate and Alternate Forms were sent out.
- b. Please get the forms back to the VAC office before the end of February 2021.
- c. Please share the information in the meeting packet with your posts at your monthly meetings so they know what is going on with the VAC.

2. Administrative Coordinator

- a. 02/11 Advisory meeting – Discuss any issues from last Commission meeting and work on Handbook for Services.
- b. 02/18 Advisory meeting – Work on Handbook.
- c. 02/25 Advisory meeting – Finance and Handbook.
- d. 03/04 Advisory meeting – Month end wrap up and Agenda Preparation.

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- e. Update on Police Reports for VTS and VAC Vehicles
 - 1) Stolen VTS Van in June of 2018
 - 2) Vandalized VAC Prius
 - 3) Stolen License Plate VAC Sienna
 - 4) Steve emailed all 3 reports to Kelly Nokes at the City of Rockford Public Works Dept. to set up a meeting to get cameras in the garage on Wyman Street and potentially park in a different Location since the new VTS van #2 is about 18 inches taller than VTS van #1.

3. Services Coordinator

- a. Working on Handbook during Advisory Committee meetings.
- b. We are encouraging everyone to attend meetings.
- c. No Personal Issues – No report

4. Appeals Committee – No Appeals – No Report

****Motion presented by VAC-A reports as given. 2nd John Guler***

****S/H vote: Y 7 N 0 Result of Vote: Unanimous***

5. Finance Coordinator

- a. See the meeting packet for Financial Reports through the end of January 2021.
- b. Steve and Todd found some discrepancies of percentages Budgeted Costs versus Actual Costs on the Profit and Loss Statement. They plan to look into it further once Todd is back in town.
- c. The January Financial Report will be finalized and discussed at the March 2021 Meeting.

****Motion to hold over January finance report until March 2021 meeting:***

Celestine Anderson. 2nd Theresa Cris-Amos

****R/C vote: Y 7 N 0 AB 0 Result of Vote: Unanimous***

B. VAC-Operations – See Meeting Packet

- 1. Superintendent
- 2. Client Assistance – 73 clients
- 3. Veterans Service Officers – 101 contacts
- 4. Female veterans served – Unknown
- 5. There were questions about the unknowns on the new VACWC Monthly report.

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6. Those unknowns are information we get from the VA. Steve still hasn't gotten his PIV card to be able to get into the VA Benefit system.
7. The Monthly Work Sheet for January has Zeroes for the second half of the month because the county has not sent those checks out yet. Steve is going to check into it.
8. Outreach - John, our driver, has been going out and picking up bills and dropping off Dollar Tree cards.
9. Transportation
 - a. The numbers for transportation are slowing rising.
 - b. Only 2 riders can go to Madison at one time.
 - c. John has been using the Prius to drive locally and to take Vets to Madison.
 - d. Julie picked up the new VTS Van #2. It came with its License Plate and Credit card. There was no phone included, so Julie got that ordered. Also, there was a problem with the windshield wiper scraping on the glass and it was taken to the dealership for repair at no charge. There were some imperfections on the Van Wrap. Julie will take some pictures in good light.

****Celestine Anderson, DAV delegate, joined the meeting at 1805 hours.***

Numbers reported reflect her presence at the meeting.

- e. The VAC Van (Sienna) has been dead lined by Steve since an advanced recall notice came out and John Clark our driver has had those problems addressed in the recall. We will try to get it in and serviced before the recall comes out.
- f. The Prius had all the tail lights broken out and Veterans Assistance Commission on the rear end was all scratched up the week before.
- g. The repair cost for the Prius was just over our \$1,000.00 insurance deductible. We paid for it out of the vehicle maintenance line from our budget. It was not worth reporting to the insurance company for approximately \$120.00 after the deductible.
- h. We will get police reports for both instances.
- i. KiKi and Julie completed VSO school. They are currently still in training. Most interactions with clients are done by phone and curbside service.

****Motion presented by VAC-A reports as given. 2nd Nancy Clark***

****S/H vote: Y 7 N 0 Result of Vote: Unanimous***

III. CORRESPONDENCE

- A. 8 VMO delegate forms have been turned in. Am Leg #1207, AmVets, DAV, Montford Point Marines, SheVets, USSI, VFW #342, VFW #5149.

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- B. Forms can be mailed back, dropped off at office, scanned and emailed back or faxed to us at 815-516-2851.
- C. Need 14 units to validate. We need 50% plus one of the Chartered VMO's of Winnebago County to be a part of the commission or else we will cease to exist.

IV. UNFINISHED BUSINESS

- A. The survey is ready for UIC Rockford Campus.
- B. The SheVets are going to work on distributing the surveys with snacks
- C. John, the VAC driver, will be able to deliver surveys to the VAC Clients.

Dave Drager left at 1825

V. NEW BUSINESS

- A. Todd Burton, our Finance Coordinator, got a new job with the Federal Government. He will be working for the DoD Vietnam War Commemoration. He starts March 1, 2021. The Lawyer is looking into Todd being able to be the Finance Coordinator if he is not a Commissioner.

VI. GOOD OF THE ORDER

- A. TRICOCI University of Beauty Culture is offering free haircuts to veterans now through the month of May. They are located at 5485 E. State St. in Rockford. Call 815-226-9848 for an appointment M-F between 9:30am and 4:00pm. We will send a flyer out to all the commissioners.
- B. The VA Rockford CBOC is doing CoVid Vaccines.
- C. Steve partnered the VAC with the DoD Vietnam War Commemoration. We will get information as soon as it comes out.
- D. We would like to honor our Veterans we have lost to COVID-19 including Davey Farr, Wesley "Gene" Rowell, and John Von Guerard.

VII. CLOSING

- A. Next Meeting is on **10 MARCH 2021 @ 1730 hours**
****Motion to Adjourn. Nancy Clark 2nd Celestine Anderson***
****Voice vote: Ayes 7 Nays 0 Result of Vote: Unanimous***
- B. Meeting Adjourned at: 1836 Hours

Meeting recorded; tape filed

J. Weis, Assistant VAC-A Secretary