

VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

Commission Meeting Minutes

Date: 14 APRIL 2021

I. OPENING -

A. NOTE: THIS MEETING WAS A “BLENDED MEETING”. THE MEETING WAS HELD IN PERSON AND ON ZOOM AT THE VFW POST #5149, 922 7TH ST, ROCKFORD, IL 61104. (IF ATTENDING IN PERSON-WEAR MASKS AND MAINTAIN PHYSICAL DISTANCING.)

B. Opening Ceremonies: Salute Flag, Moment of Silence

C. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers 4 Delegates 8 Alternates 5 Cert. Org. 10 Quorum YES

D. Recognition of Guests and or Visitors: Guests 4 Visitors 0

Guests included: Steve Thomas, Superintendent; Kathy Doty, Secretary; Julie Weis, Assisting Secretary; Rebecca Hillburst, Commercial Printing.

E. Accept the AGENDA: Any additions or changes to be made?

NOTE: Additions can be made to the agenda. However, NO MOTIONS or VOTES on added items may be taken until the following meeting. Meeting Votes will be taken by Rollcall (R/C) Vote. Results of each Rollcall Vote will be posted with the Meeting Minutes. Closing the meeting will be by Voice-Vote.

****Motion presented by reading agenda. 2nd Dick Martin***

R/C vote: Y 10 N 0 Result of Vote: Unanimous

F. Reading and Disposition of March minutes.

****Motion presented by reading of minutes. 2nd Todd Burton***

****R/C vote: Y 10 N 0 Result of Vote: Unanimous***

G. Advisory Committee minutes as Handouts at the Meeting for informational purposes.

II. REPORTS

A. VAC-Administration Reports

1. President

- a. Talked about the IGA update to be discussed in Unfinished Business. There will vote to approve and forward changes as presented by the County.

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- b. Discussed the Second Reading. No Vote will be taken on By-Law Changes because there was not 7 days given for commissioners to review them per by-laws themselves. Will vote next month.
- c. Announced the resignation of Theresa Cris-Amos, Service Coordinator.
- d. Hold an election for a replacement to complete the unfinished term.
- e. Will hold a Closed Session regarding personnel and old closed session minutes.

2. Administrative Coordinator

- a. 04/15 Advisory meeting – Discuss any issues from last Commission meeting on 04/14.
- b. 04/17 Work on Handbook – Veterans Memorial Hall @0900
- c. 04/22 Advisory meeting – Finance, Budget process started, Handbook
- d. 04/29 Advisory meeting – Month end wrap up, Finance, Budget process, Handbook.
- e. 05/06 Advisory meeting – Agenda Preparation, Finance, Budget process.
- f. Invited everyone to join advisory committee meetings

3. Services Coordinator - resigned

- a. Services Report – No report
- b. Personnel Report – No report

4. Appeals Committee – No Appeals – No Report

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

****R/C vote: Y 10 N 0 Result of Vote: Unanimous***

5. Finance Coordinator

- a. Discussed Financial Reports as of the end of March 2021
- b. See meeting packet for detailed reports.
- c. We are currently waiting for 3rd quarter check from the County.
- d. Legal fees are at Zero as of the end of March. We got a bill from our attorney for approx. \$5000.00 as we have kept him quite busy with several issues and we will probably go over budget this year.
- e. Still looking at Healthcare for our employees who need it.

****Motion presented by finance report as given. 2nd John Kline***

****R/C vote: Y 10 N 0 AB 0 Result of Vote: Unanimous***

B. VAC-Operations – See Meeting Packet for reports

- 1. Superintendent
- 2. Client Assistance – 75 clients, 3 new cases, on track with budget

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3. Veterans Service Officers
4. Outreach
5. Transportation
6. We are doing a better job of keeping track of interactions with clients
7. We Hired 1 new full-time employee – Abigale Voss and 1 part-time employee – Kristin Spivey who is coming in Monday, Wednesday, and Friday.
8. Kristen is doing an audit of the assistance files and writing up a report.
9. Discussed the 8.5 Million in Federal Money made available to the county for CoVid Emergency funds for helping people with rent/mortgage/utilities.
10. Todd suggested we ask all of our clients to apply.

****Motion presented by VAC-O reports presented. 2nd Jean Henning***

****R/C vote: Y 10 N 0 Result of Vote: Unanimous***

III. CORRESPONDENCE

- A. Received 14 “Family Members of a Veteran” surveys back.
- B. Dave Davis got an internet link to the survey and will have the secretary send it out to everyone

IV. UNFINISHED BUSINESS

- A. IGA Updates
- B. Reading of IGA changes recommended by the County – they were mainly syntax changes.
- C. Most importantly, they accepted all of our changes including how much money the VAC will get annually.

****Motion presented to accept the IGA Changes as given 2nd Stanley Thompson***

****R/C vote: Y 10 N 0 Result of Vote: Unanimous***

- D. Second Reading of the By-Law Changes.
- E. No Vote will be taken since they were not distributed to the commissioners 7 days in advance per the By-Laws. Vote will be taken next month.

****Motion to move reading and vote to next month John Kline 2nd Jim Nelson***

****R/C vote: Y 10 N 0 Result of Vote: Unanimous***

V. NEW BUSINESS

- A. Announced resignation of Theresa Criss-Amos as Service Coordinator.

****Motion to accept the Service Coordinator’s resignation Stanley Thompson***

2nd Dick Martin *R/C vote: Y 10 N 0 Result of Vote: Unanimous

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B. Nominations & Election of new Service Coordinator for the remainder of the unfinished term. **Election will be conducted by the Administrative Coordinator, Nancy Clark.**

C. Nancy Clark Nominated Terrell Lewis as Services Coordinator and he accepted. There were no more nominations. A Roll Call Vote was taken for the Services Coordinator position.

***R/C Vote: 10 Ayes 0 Nays**

***Result of Vote: Terrell Lewis is the New Services Coordinator**

VI. CLOSED SESSION:

Motion presented to close Open Session and enter Closed Session by Jean Henning 2nd Jim Nelson *R/C vote: Y 10 N 0 Result of Vote: Unanimous

Open Meeting temporarily closed at 1834

Out of Closed Session at 1908

Reentered Open Session at 1921

****Motion to open closed session minutes dates Jan 2018 through April 2021***

by Nancy Clark @nd: Stanley Thompson

R/C vote(s): Y 10 N 0 Result of Vote: Unanimous

VII. GOOD OF THE ORDER

A. Todd Burton is now officially a VACWC Commissioner representing DAV.

B. Memorial Day Ceremony at Memorial Hall after the parade--Todd Burton will be the main speaker and will present Special Flags at the ceremony.

C. Sinking of the Ship by the Navy Club.

D. Midway Village having Raising of the Flag Ceremony at 10:30 31 May 2021

E. Terrell Lewis will take any flyers for upcoming events and spread the word.

VIII. CLOSING

A. Next Meeting is on **Wednesday, 12 May 2021 @1730 hrs.**

****Motion to Adjourn. Nancy Clark 2nd John Scott***

Voice Vote: 10 Ayes 0 Nays

B. Meeting Adjourned at: 1940

J. Weis / Secretary for the VAC-A

Meeting Recorded and Minutes Filed