

VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

Commission meeting Minutes

Date: 08 September 2021 @ 1730 hours

I. OPENING

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. Opening Ceremonies: Salute Flag, Pledge of Allegiance, Moment of Silence.

C. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers 4 Delegates 3 Alternates 3 Cert. Org. 6 Quorum YES

D. Recognition of Guests and or Visitors: Visitors: 0 Guests 2 Steve Thomas, Superintendent and Julie Weis, Secretary.

E. 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 taken by Roll Call (R/C). Adjournment vote will be by Voice vote.

****Motion presented by reading agenda. 2nd Stanley Thompson***

R/C vote: Y 6 N 0 AB 0 Result of Vote: Unanimous

F. PUBLIC COMMENTS – OPEN

a. Limited to 3 minutes

b. Sign up by calling office 815-516-2850 before Noon on Tuesday, **07 September**.

c. NO PUBLIC COMMENTS

G. Reading and Disposition of August's minutes.

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

****R/C vote: Y 6 N 0 AB 0 Result of Vote: Unanimous***

II. REPORTS

A. VAC-Administration Reports

1. President

a. Hearing update – Brief meeting the judge. Next hearing date 21 OCT 2021.

b. Need changes in By-Laws regarding blended Zoom and in-person meetings.

c. Final Nominations

d. Elections tonight.

e. Signing of the final IGA.

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2. Administrative Coordinator

- a. 09/09 Advisory meeting – Discuss any issues from last Commission meeting.
- b. 09/16 Advisory meeting – Finance.
- c. 09/23 Advisory meeting – Finance and work on the Services Handbook
- d. 09/30 Advisory meeting – Work on the Services Handbook at VFW
- e. 10/07 Advisory meeting - End of Month wrap-up and Agenda Preparation.
- f. 10/13 Commission Meeting.

3. Services Coordinator

- a. Work on the Services Handbook at VFW @1:00pm 30 SEP 2021
- b. No Personnel Issues – No report

4. Appeals Committee – No Appeals – No Report

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

****R/C vote: Y_6_ N_0_ AB_0_ Result of Vote: Unanimous***

5. Finance Coordinator

- a. Financial Reports as of the end of August 2021
- b. See meeting packet for reports.
- c. Discussed the County Budget Book that is up for approval with the County.
- d. Todd explained the Vehicle Recapitalization as paying ourselves back a car payment to replace our current vehicles in the future.

****Motion presented by financial report as given. 2nd Celestine Anderson***

****R/C vote: Y_6_ N_0_ AB_0_ Result of Vote: Unanimous***

B. VAC-Operations – See Meeting Packet for reports

1. Superintendent

- a. Fourth Quarter check still not cut.
- b. Still waiting for computer upgrades.
- c. PIV card issues to be resolved when back from Peoria.
- d. Going for CVSO training 19 SEP to 25 SEP in Peoria, IL.

2. Client Assistance

3. Veterans Service Officers

4. Outreach

- a. Steve is going to Clinic on Wednesdays
- b. VAC Business Cards are getting handed out by clinic staff.

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5. Transportation

- a. Got the replacement phone for the VTS Van #1.
- b. Parking Problems still not resolved with the city.
- c. Surviving spouses are able to use our Transportation Services.

****Motion presented by VAC-O reports presented. 2nd Celestine Anderson***

****R/C vote: Y_6_ N_0_ AB_0_ Result of Vote: Unanimous***

III. CORRESPONDENCE

- A. IRS Notice – 941 Tax not paid
- B. QuickBooks may have to pay.

IV. UNFINISHED BUSINESS

- A. By-Laws need to be changed regarding New Blended meeting rules.
- B. Signing of IGA.

****Motion to sign the IGA. John Kline 2nd Celestine Anderson***

****R/C vote: Y_6_ N_0_ AB_0_ Result of Vote: Unanimous***

- C. Nominations from August meeting – President, Administrative Coordinator, Finance Coordinator, and Services Coordinator.

****Motion to suspend meeting for Elections. Stanley Thompson 2nd Roger Beving***

****R/C vote: Y_6_ N_0_ AB_0_ Result of Vote: Unanimous***

Suspended at 1849 hours

D. Elections

****Motion to open meeting. Todd Burton 2nd Roger Beving***

****R/C vote: Y_6_ N_0_ AB_0_ Result of Vote: Unanimous***

Re-opened meeting at 1857 Hours

- E. Announce Results of Elections
 1. Dave Davis, President
 2. Nancy Clark, Administrative Coordinator
 3. Todd Burton, Finance Coordinator
 4. Terrell Lewis, Services Coordinator

V. NEW BUSINESS - NONE

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VI. GOOD OF THE ORDER

- A. Enclosed Minutes from Advisory Committee Meetings for previous month.
- B. STANDDOWN 29 October at Nordlof Center, 118 N Main Street
- C. 06 November – Veterans Dinner 5:30pm at Embassy Suites with dinner choices of Turkey, Salmon or Vegetarian.
- D. Rockford CBOC and Madison VAMC are have all visitors wear disposable masks provided by them.
- E. Bring in Flyers (or email Julie a copy) for your upcoming events!!!

VII. CLOSING

- A. Closing Ceremonies
- B. Next Meeting is on **13 OCT 2021 @ 1730 hours**

****Motion to Adjourn. Todd Burton 2nd Roger Beving***

Voice Vote: 6 Ayes 0 Nays

- C. Meeting Adjourned at: 1902 hours

Meeting recorded; minutes to be filed – J. Weis