VACWC – Full Committee Meeting - MINUTES

14 February 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 Mason – American Legion #1207
- Lana – VFW Post 342
- John Kline – VFW Post 342
- Stephanie Gilberts – Navy Club Ship #1
- Gene Schaefer – VFW Post 5149
- Eric Willard – Vietnam Veterans of America #984
- Debra Hoover – VACWC Secretary
- John Kline – via Zoom – VFW #342
- Francesca Montanez – guest
- Clarence McCully – guest

Move to present Services and Superintendent out of order
Terrell – Move
Todd – 2nd
Voice Vote = yes
Move to reading of Agenda
Terrell – move
Lana – 2nd
Voice Vote = yes

**No public comments**

**Services Coordinator – Terrell**

- This is the way the committee should work
- MVAA requires to approval all superintendent policies
- Reviewing Services Policy
    - Terrel – move to approve by section
    - Nancy – 2nd
    - Voice vote – yes
- **Section 000 – Add definition section**
    - Terrell – move to approve
    - Todd – 2nd
    - Voice Vote – yes
- **Section 101 – Correction – eligible services**
    - OTH – were not able to get help, allow OTH to get started to get upgrade
    - Apply for discharge upgrade

- VAC would only help apply
- Financial assistance is mean for current veterans and dependents
- Delete footnote 5
  - Terrell – move to approve
  - 2nd – Lana
  - Voice Vote – yes
- Todd: Discussion
  - We need to honor old MVAA – comes with changes and that is legal
  - Uncomfortable with court-martial and convicted – there should be no assistance *until we get confirmation from our legal team to ensure accuracy.
- Nancy: Is there a referral
  - Illinois Depart of VA
  - DAV
  - Loyola University of Veterans League
  - Do we have access to these programs?
- Jesus: Yes
    - Terrell – move to approve
    - 2nd – Todd
    - Voice Vote – yes
- Jesus
  - If veteran is physically or mentally unable but is 70% service connected – they can and should still look for work
  - Total and permanent VA disability is assigned – one does not apply
  - Add definition of Homelessness
  - Deleting HUDVash – no financial assistance from VAC so long as we provide to vendor and it is not counting as income
    - Move to Approve – Terrell
    - 2nd – Eric
    - Voice Vote – Yes

- **Section 102**
  - Is there a way for us to make sure veterans are not double dipping?
    - Move to Approve – Terrell
    - 2nd – Eric
    - Voice Vote – Yes
- **Section 301**
  - Switch from VetPro to VetraSpec – it is working well, just a few bugs to iron out
    - Terrell – move
    - 2nd – Nancy
    - Voice vote – yes
- **Section 501**
  - Committee could not agree on reorganized VAC
    - No financial assistance
    - Put in place for VSO
    - Remove responsibility for personal hygiene products
    - Financial assistance – currently no paid directly to vet, but in the future want to reimburse vet for medical care
    - What makes/keeps a person labeled as “indigent”
    - Terrell – Move
    - 2nd – Nancy

        - Todd – move we remove and or change to individual need – hygiene products
            - Change Financial Assistance to VSO
        - 2nd – Nancy
        - Lana asked – how will they get hygiene products
        - Jesus stated that we are working on a voucher system
    - Terrell Moved to remove "not be paid directly to veteran"
    - Nancy – 2nd – asked why direct payments?
    - Jesus – from a place that gave money directly to the veteran, if the veteran did something incorrectly or against policy – the payments would stop
- **Section 6**
    - Todd – with respect to veterans receiving direct pay – it should go to the vendor not the household – not to exceed $1500.00
    - A vote was taken
        - Yes = pay veteran directly
        - No = do not pay veteran directly
    - Vote as follows
        - Yes = 5 votes
        - No = 4 votes
        - Majority vote – will pay directly to veteran
- **Section 506**
    - Terrell – take out of the commission's hands – allow superintendent to provide us numbers as available
    - Terrell Moved – ~~suggested make meetings quarterly instead of monthly~~ consider change frequency of meetings
    - Todd – 2nd
    - Voice Vote = Yes
- **Section 507**
    - Subsidized housing – deleting HUDVash language
        - Need to look at the whole household
        - If working with HUDVash, VAC will still assist veteran
        - Deleting personal needs
        - No longer providing paper products
    - Terrell moved to approve
    - Eric – 2nd
    - Voice Vote = Yes
- **Section 600**
    - Removed commission – they do not need to be involved
    - Added limitation to once every 24 month period
    - Deliberate actions will disqualify a candidate at the discretion of the superintendent
    - Benefit to homeless and cases of domestic violence
    - Will cover first and last month rent if the cost is less than staying at a hotel
    - Added medical equipment
    - Added vehicle repair
    - Added fee to re-establish utilities if cut off
    - Terrell moved to approve
    - Lana – 2nd
    - Voice Vote = Yes
        - Note: Add "dependents" to the definition section
- **Section 900**
    - Remove one word – change may to shall

- Terrell – motion to approve
- Todd – 2nd
- Voice Vote = Yes

**Superintendent Report**

- **Jesus read his report**
  - Regarding transportation: do you want to know how many miles or how many rides?
  - Within VetraSpec we can add transportation
  - Nancy asked – where are we taking them to and what are we doing while they are there
  - Lana – only need mileage
  - Gene – he only drives to Madison
  - Terrell – how many trips? How many people? How many volunteers?
- **Section 9**
  - No one has applied yet to become a recognized service organization
  - Applications were sent to all members
  - Nancy – previous state charter controls here at commission – we should be policing our work – we want things to get better – we are a government body – we need to do better
  - Jesus Pereira was excused from the meeting at 1902 hours
  - Terrell – move to accept superintendent report
  - Todd – 2nd
  - Voice Vote = Yes
- **Reading of last months minutes**
  - Terrell move to waive reading of minutes
  - Eric – 2nd
  - Voice Vote = Yes
- **Presidents Report – Dave Davis**
  - Next month starts new commission – we should be starting now – only have six applications
  - Make sure your applications are submitted even if there is no change
- **Administrative Coordinator Report – Nancy Clark**
  - Date of meeting are listed and posted
  - All are welcome to come
- **Services Coordinator Report – Terrell**
  - Meet again 2/29/24
  - If you really want to attend let Terrell know and he will try to change the meeting date/time
  - Terrell moved to make Nancy Clark President Pro Tem – no 2nd
- **Personnel Coordinator Report – Terrell**
  - We met on 1/24/24
  - Superintendent needs our support and feedback on policies
  - Terrell – motion to approve
  - Lana – 2nd
  - Voice Vote = Yes
- **Finance Coordinator Report – Todd**
  - Budget $1.160 million
  - Moving checking account to Winnebago County – county certifying checks adds accountability
  - Jesus would like ALL spending goes through county
  - Todd agrees but still wants ability to write a check if needed
  - 4 months into Fiscal Year – 1/3 of the budget expended
  - Budget lines at or below

        - 51% legal
        - 60% office supplies
        - 381% Professional Dues
        - 93% staff training and meeting expenses
        - 221% marketing
        - Payroll budget will be much higher as staff grows over the next year
        - Todd – motion to approve budget report
        - Terrell – 2nd
    - **Notes on Budget**
        - Nancy – can we get a true financial picture
        - Todd – yes we can – still working on how to reconcile MUNIS and QuickBooks
        - This will be a transitional year
        - We will have to reintroduce objectives
        - Need to start looking at timeline of county budget as it does not match up with the timeline the CFO sent last month
        - Align finance policies with county policies
        - Follow MVAA
        - Terrell – finance needs to set up a new guideline
        - Eric – personal information on public places is a concern
        - Todd – Roster of financial assistance filed with county clerk is made public annually
        - We will now be on county finance – MUNIS
        - Now that employees are county employees – salary and benefits are public information
        - Todd – move to approve
        - Terrell – 2nd
        - Voice Vote = Yes
- Correspondence – none
- Unfinished business – none
- 1930 – 1935 - recess for five minutes
- 1935 – back in meeting process
- Dave read law of what determines a quorum
    - We still have 9 voters
    - Nancy Moved that we take no action at the time because there is some confusion around the existence of a quorum
    - Terrell – 2nd
    - Roll Call Vote
        - 9 = yes
        - 0 = no
- No New Business
- **Next meeting 13 March 2024 1730 hours – Ross Pearson VFW Post 5149 Rockford, IL**
- Meeting Concluded at 1949.