# Veterans Assistance Commission
# Of Winnebago County

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

## AGENDA

## 11 JANUARY 2023

### 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 that are **Present In-Person.**
Officers____ Delegates____ Alternates____

**D.** Allow Zoom Attendees to join and participate in the Meeting.

***Motion to allow Zoom Attendees to join and participate in the Meeting by: _____ 2nd _____.***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

**E.** Roll Call of Commission Officers, Certified Organizations Delegates & Alternates on **Zoom**.
Officers____ Delegates____ Alternates____

Cert. Org._____ Quorum_____

**F.** Recognition of Guests and or Visitors: Guests__ Visitors__

**G.** 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 the reading of the agenda. 2nd _____***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

**H. PUBLIC COMMENTS – NONE – There is a 3-minute time limit, must sign up by Noon the day before (Tue. December 13th). Call 815-516-2850 to get on the list. *Comments only NO questions*.**

**I. Rockford Area Economic Development Council (RAEDC) Visitor Presentation**
- **a. Therese Thill, President**
- **b. Alex Keedi, Business Development Manager**
- **c. Introduction to the Rockford Area Economic Development Council (RAEDC)**
- **d. Department of Defense Grant Opportunity – Veteran Employment and Training Support**

**J.** Reading and Disposition of 2022 **October's** minutes.

***Motion presented by the reading of October's minutes. 2nd _____***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

**K.** Reading and Disposition of 2022 **December's** minutes.

***Motion presented by the reading of December's minutes. 2nd_____***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

## II. REPORTS

### A. VAC-Administration Reports

#### 1. President

**a.** We are subject OMA and must follow the Agenda and some things need to be read verbatim for the recording.
**b.** Please attend in person since we need to have a Quorum present in person to vote in the Zoom attendees.
**c.** Need to Recertify Military Organizations to keep VAC going.
**d.** Julie has forms available tonight.
**e.** She has emailed to all commissioners as well as snail mailed them to all the organizations in the county.
**f.** Please check with your organization to make sure they received the Validation form.

#### 2. Administrative Coordinator

**a.** We strongly encourage your organization appoint both a delegate and alternate that are available to attend meetings.
**b.** Since the pandemic is officially over, OMA requires Commissioners to attend in person and may attend on Zoom only one of these criteria is met: Personal Illness/disability, Employment issues or for doing the business of the commission, and finally a Family or other emergency. We need an in-person Quorum to vote to let in Zoom attendees. You are required to notify Julie Weis, our secretary, or Nancy Clark, our Administrative Coordinator, if you need to attend on Zoom as soon as possible before the meeting.
**c.** 01/12 Advisory meeting – Discuss issues from last Commission meeting.
**d.** 01/19 Advisory Meeting – Personnel Handbook.
**e.** 01/26 Advisory meeting – Personnel Handbook.
**f.** 02/02 Advisory meeting – Month End Wrap up and agenda prep.
**g.** 02/08 Commission Meeting at 1730 hours
**h.** Everyone is invited to join all of these meetings.

#### 3. Services Coordinator

**a.** Worked on list of things to bring to first intake meeting for Financial Assistance to go on the Website.
**b.** Continued working on the Personnel Handbook for the VAC-O.
**c.** We are making good progress so far.

**d.** We need to have better attendance at our commission meetings so we can continue Fiduciary Responsibility to our Veterans and their families.

**e.** No Personnel issues.

4. **Appeals Committee** – No Appeals – No Report

***Motion presented by VAC-A reports as given. 2nd_____***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

5. **Finance Coordinator**
   **a.** Presentation of Year-To-Date Financial Reports.
   **b.** See meeting packet for reports.

***Motion presented by Year-to-Date financial report as given. 2nd_____***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

**B. VAC-Operations** – See Meeting Packet for reports.

1. Superintendent Letter.
2. Working on Letter to the Governor.
3. Our website is under construction please take a look https://vacwc.org/
4. Client Assistance.
5. Veterans Service Officers.
6. Outreach.
7. Transportation.
8. Looking for Volunteer Drivers.
9. Email address changes reminder: VAC@vac.wincoil.gov, SThomas@vac.wincoil.gov, JWeis@vac.wincoil.gov
10. DO NOT use VAC@wincoil.us – This email address will no longer work as of 31 DEC 2022.
11. If your phone number or email has changed, please let Julie know via email message with NEW EMAIL Address /NEW PHONE Number as the Subject.

***Motion presented by VAC-O reports as given. 2nd_____***
***R/C vote: Y__N__ AB__ Result of Vote: _____***

**III. CORRESPONDENCE – 3 Validation Forms received**

**IV. UNFINISHED BUSINESS**

**A.** Suite 200 is now occupied in the WCHD building.
**B.** We are seeking larger office space for the VAC.
**C.** Open Meetings Act for commissioners.

1. https://foiapac.ilag.gov/
2. For the OMA Training Portal

**V. NEW BUSINESS**

- **A.** Validation Letters are being Emailed and Snail Mailed to All Organizations.
- **B.** Please select Delegates and Alternates who will attend meetings.
- **C.** Encourage younger members to become alternates to maintain continuity.
- **D.** We are a government entity in Winnebago County and we need the support of Veteran Member Organizations to continue receiving money to support our local veterans and their families in need of Financial Assistance.
- **E.** They need to be returned by 28 FEB.
- **F.** We need as many Organizations in the County to keep our progress moving.

**VI. VETERAN COMMUNITY EVENTS**

- **A.** Enclosed Minutes from Advisory Committee Meetings for previous months.
- **B.** 22nd of every month – remembering those who have committed suicide.
- **C.** Remember Red Friday for our Deployed Service members.
- **D.** Looking for Volunteer Drivers and Coordinators.
- **E.** Send or bring in Flyers for your up-coming events – soon they will be going up on our website.
- **F.** See attached information about upcoming community events.

**VII. CLOSING**

- **A.** Closing Ceremonies
- **B.** Next Meeting is on **08 FEB 2023 @ 1730 hours aka 5:30 pm**

  ***Motion to Adjourn.** _____ **2nd**_____*
  ***Voice Vote: __ Ayes __ Nays***

- **C.** Meeting Adjourned at: _____