Veterans Assistance Commission
Of Winnebago County

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

AGENDA

08 MARCH 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 and Alternates.

Officers____ Delegates____ Alternates____ Cert. Org._____ Quorum_____

D. Recognition of Guests and or Visitors on Zoom: Guests__ Visitors__

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 are 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: _____

F. PUBLIC COMMENTS – NONE – There is a 3-minute time limit. *Comments only NO questions*.

G. Reading and Disposition of 2023 **February's** minutes. Informal Meetings Dec. and Jan.

Motion presented by the reading of February'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. All commissioners are required to take OMA training **with-in 90 days** through the IL Secretary of State FOIA and OMA Training Portal found at https://foiapac.ilag.gov/

c. **Please attend In-person** since we need to have a **Quorum Present In-person** to have a formal meeting and to vote in the Zoom attendees.

d. We have received enough Validation forms to continue VAC assistance to our Veterans and their families.

e. Gov. Pritzker has extended the Covid-19 emergency declaration through 11 MAY 2023.

f. The Trailer bill was signed by the Governor.

g. We had a meeting with County Officials. Steve to brief us later.

2. Administrative Coordinator

a. We strongly encourage your delegates and alternates to attend meetings.

b. 03/09 Advisory meeting – Discuss issues from last Commission meeting.

c. 03/16 Advisory Meeting – Services Handbook – Financial Assistance calculation form for 2023, LiHeap and etc. / Personnel Handbook.
d. 03/23 Advisory meeting – Personnel Handbook.
e. 03/30 Advisory meeting – Personnel Handbook
f. 04/06 Advisory meeting – Month End Wrap up and agenda prep.
g. 04/12 Commission Meeting at 1730 hours
h. Everyone is invited to join all these meetings.
i. 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.

3. **Services Coordinator**
   a. Continued working on the Personnel Handbook for the VAC-O.
   b. We are making good progress so far.
   c. Incorporating the new 2023 Poverty Guidelines to existing forms.
   d. Update Services Handbook to reflect changes.
   e. Update definition of a Qualified Veteran for Financial Assistance.
   f. We need to have better attendance at our commission meetings so we can continue Fiduciary Responsibility to our Veterans and their families.
   g. Encourage delegates and alternates to attend meetings.
   h. No Personnel issues.
4. **Appeals Committee**
   a. Met 27 FEB 2023 attended by Nancy Clark, Dave Davis, Terrell Lewis, John Guler.
   b. The appeal was denied.
   c. If you are interested in being on future Appeals Committees, please let Nancy Clark know.

Motion presented by the VAC-A reports as given so far. 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. Trailer Bill Briefing.
   3. Discuss meeting with County Officials.
   4. Julie is going to start working with Bisconti Computers on the Website.
   5. Client Assistance.

6. Veterans Service Officers.
7. Outreach.
8. Transportation.
9. Looking for Volunteer Drivers.

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

III. CORRESPONDENCE – 8 new validation forms for a total of 18 Validation Forms received.

IV. UNFINISHED BUSINESS

A. We are still seeking larger office space for the VAC.
B. It is the public policy of the State of Illinois that public bodies exist to aid in the conduct of the people's business and that the people have a right to be informed as to the conduct of their business.
C. Commissioners are acting as county government body officials.
D. All commissioners need a one-time Open Meetings Act training certificate
E. Must complete within 90 days of appointment.
1. Open Meetings Act for Commissioners Training Portal
2. https://foiapac.ilag.gov/
3. Give a copy of the OMA completion certificate to Julie, VAC-A Secretary.

V. NEW BUSINESS

A. Welcome to the New Commissions!
B. Please make every attempt to attend meetings in person.

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. March is Women's Veteran Month.
E. Looking for Volunteer Drivers and Coordinators.
F. Send or bring in Flyers for your up-coming events – soon they will be going up on our website.
G. See attached information about upcoming community events.

VII. CLOSING

A. Closing Ceremonies
B. Next Meeting is on **12 APR 2023 @ 1730 hours aka 5:30 pm**

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

C. Meeting Adjourned at: _____