VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

AGENDA

10 MAY 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._____

D. Recognition of Guests and or 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 **March and April's** minutes.

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

Motion presented by the reading of April'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. Gov. Pritzker continues the Covid-19 emergency declaration through 11 MAY 2023.

d. In-Person Meeting start in June. You may Zoom, only if you meet one of the 3 conditions as stated in the OMA and VACWC By-Laws.

e. Please email Julie if you cannot attend in-person and need to Zoom.

2. **Administrative Coordinator**
   a. We strongly encourage your delegates and alternates to attend meetings.
   b. Advisory Committee Workshops will now be in-person starting 18 May.
   c. They will be held at the VAC Office, 555 N. Court St. – Suite 300.
   d. 05/11 Advisory Workshop – Discuss issues from last Commission meeting.
   e. 05/18 Advisory Workshop – Personnel Manual / Services Handbook.
   f. 05/25 Advisory Workshop – Personnel Manual / Services Handbook.
   g. 06/01 Advisory Workshop – Personnel Manual / Services Handbook.
   h. 06/08 Advisory Workshop – Month End Wrap up and agenda prep.
   i. 06/14 Commission Meeting at 1730 hours
   j. 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. Discussed adding asset disregards and continued updating the Services Handbook and working on Personnel Manual for the VAC-O.
   b. Added verbiage to Services Handbook to define a Veteran as being honorably discharged or Under Honorable Conditions regardless of time in service in accordance with the New MVAA.

   Motion to add an asset disregard for the first $50,000 of Retirement Accounts such as 401k's, IRA's, etc. and Retirement Accounts that would incur a penalty for early withdrawal. 2nd_____
   R/C vote: Y__N__ AB__ Result of Vote: _____

   Motion to have the following asset disregard for Cemetery plots, burial crypts, prepaid cremations and/or funeral services. 2nd_____
   R/C vote: Y__N__ AB__ Result of Vote: _____

   c. Reading of a Resolution regarding Services Handbook implementation.

   Motion to adopt the Services Handbook resolution. 2nd_____
   R/C vote: Y__N__ AB__ Result of Vote: _____

   d. No Personnel Issues.

4. **Appeals Committee**
   a. We need a roster for future Appeals Committee members.

b. If you are interested in being on future Appeals Committees, please let the Administrative Coordinator, 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's Letter.
2. Client Assistance.
3. Veterans Service Officers.
4. Outreach.
5. Transportation.
6. Looking for Volunteer Drivers.

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

III. CORRESPONDENCE – None

IV. UNFINISHED BUSINESS

A. We are still seeking larger office space for the VAC.
B. We are exploring the possibility of taking over the temporary library building.

V. NEW BUSINESS

A. First read for By-Law changes.
B. We need to go into a Closed Session to discuss a personnel issue.

Motion to go into Closed Session as Authorized by Section 2(c)(1) of the Illinois Open Meetings Act, as amended, for the purpose of "[t]he appointment, employment, compensation, discipline, performance, or dismissal of specific employees . . . of the public body, including hearing testimony on a complaint lodged against an employee . . . of the public body to determine its validity" and to allow the VAC's attorney to be present during said Executive Session. 2nd_____
R/C vote: Y__N__ AB__ Result of Vote: _____

Opening of Closed Session _____
Ending Closed Session _____

Report on Closed Session meeting.

Motion(s) to vote Closed Session Issues if needed. 2nd_____
R/C vote: Y__N__ AB__ Result of Vote: _____

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. Send or bring in Flyers for your up-coming events – soon they will be going up on our website.
E. See attached information about upcoming community events.

VII. CLOSING

A. Closing Ceremonies
B. Next Meeting is on **14 JUNE 2023 @ 1730 hours aka 5:30 pm**

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

C. Meeting Adjourned at: _____