# VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

## MINUTES

## Date: January 8, 2020 @ 1730 hours

## I. OPENING – 1733 hours

**A.** Salute the Flag, Pledge, Moment of Silence for POW/MIA

**B.** Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers_2__ Delegates_7__ Alternates_3__ Cert. Org._8_ Quorum: _YES_

**C.** Recognition of Guests and or Visitors Guests_1__ Phyllis Orrison

**D.** Accept the AGENDA: Are there any additions or changes to be made?
**NOTE:** Additions may be made. NO MOTIONS or VOTES TAKEN until next meeting. First Vote by Roll Call (R/C). Subsequent votes will be by Show of Hands (S/H) with R/C votes as needed.
***Motion presented by reading agenda.** 2nd _Steve Preston_*
***R/C vote:** Y__8_N_0__ AB_0__ Result of Vote: _UNANIMOUS_*

**E.** Reading and Disposition of Dec 2019 minutes.
***Motion presented by reading of minutes**. 2nd _Celestine Anderson___*
***S/H vote:** Y_8_N_0_ AB_0__ Result of Vote: _UNANIMOUS__*

## II. REPORTS

**A.** VAC-Administration Reports

**1.** President

**a.** Dave stressed the need to get forms in for Delegates and Alternates before 28 FEB 2020.

**b.** We need 50% plus one of all eligible VMO's

**2.** Administrative Committee

**a.** Several meetings in December were canceled because of illness and people were out of town.

**b.** 1/09 meeting – Discuss Services and any issues from 1/08 Commission meeting

**c.** 1/16 meeting – Discuss Policies restructure.

**d.** 1/23 meeting – Policies

**e.** 1/30 meeting – Month-end and Policies

**f.** 2/06 meeting - Agenda Preparation for the February 12th meeting

**g.** All Advisory Committee meetings are open to everyone. They are held at the American Legion Post on South Alpine from 1:00 – 3:00 pm. Join us for lunch and share your thoughts and ideas.

**3.** Service Committee – No Report

**4.** Personnel Committee – No Report

5. Appeals Committee – No Report
   ***Motion presented by reports given.** 2nd ___Dick Martin__*
   ***S/H vote:** __8 Raised Hands__ Result of Vote: __UNANIMOUS___*
6. Finance Committee – Chairman, Todd Burton excused
   a. See Handouts
   b. Steve talked about Profit and Loss Statement as well as the October through December budget verses actual.
   c. Assistance is going over budget, which is not a bad thing.
   d. Operations costs can fluctuate.
   e. Personal Care cards are coming out of Operations monies and should come from assistance budget.
   f. We are going to try to put in a voucher for those as well as emergency funds spent on a client.
   g. Had to give Debi a check for just over $600.00 for all the extra work she has done in QuickBooks for Year End, Financial Reports and for FEIN switch.

   ***Motion presented by finance report given.** 2nd ___John Kline___*
   ***R/C vote:** Y_8__ N_0__ AB_0__ Result of Vote: _UNANIMOUS__*

**B.** VAC-Operations

1. Superintendent
   a. See Handouts.
   b. Governor Letter shows the importance of getting delegate and alternate forms in to our office to keep us in existence. The VAC provided over $258,000 in assistance and our veterans received over $450,000 in Benefit claims our VSO's filed in 2019, that means over $700,000 will be spent in our county which is well over what the county budget provides the VAC.
   c. EIN Status – still working on getting changed over to the new number.
2. Client Assistance - contact numbers continue to go up.
3. Veterans Service Officers
   a. Saw over 77 clients – not all numbers were in.
   b. The VAC has generated over $65,000 in Benefit claims for our Veterans in the last 3 months.
   c. This is one of the few government organizations that puts out more money into our community than it receives.
4. Outreach
   a. Continuing to go to Rochelle monthly (Changed to First Tuesday).
   b. Rockford CBOC on Mondays and Wednesdays.
   c. Steve has someone who wants to donate cemetery plots – Nancy Clark says her VFW post would handle that.
5. Transportation
   a. Julie and Steve to work on better Transportation Policy.

**b.** WCVA will still pay for upcoming Volunteer Driver/Coordinator Dinner.
**c.** Steve and Julie to meet with all the Drivers and Coordinators.
**d.** Local rides have increased.
**e.** Main priority is getting Madison Van fully staffed by with more drivers then will start recruiting for local drivers.
**f.** Next month, the Transportation Report will include year to date as well as monthly numbers.
**g.** The Madison numbers are higher than last month but overall are still down, most likely due to more veterans being able to get seen locally. Less patients have to go to Madison for eye exams now.
**h.** Need to get with the owner of Midcoast for Window wraps for van.
**i.** Will have to use either the VAC van or possibly borrow the Vet Drop-in Center van to transport veterans to Madison when the VTS van goes in to get wrapped.
**j.** Christmas Dinner did not use as much transportation as was planned for. We had 55 people signed up for rides, we transported 14. Next time we will have to change up the sign-up procedure. Over all the dinner was a success since over 325 dinners were served and the leftover food was donated to the Rockford Rescue Mission.

***Motion presented by operations reports given.** 2nd _Celestine Anderson__*
***S/H vote:** _8 Hands Raised__ Result of Vote: _UNANIMOUS__*

**III. CORRESPONDENCE – Good job done by VAC staff (Verbal)**

**IV. OLD BUSINESS – Unfinished Business**

**A.** Return Delegate forms to VAC office (if returning by Mail)
**B.** Steve discussed VetraSpec vs. VetPro (has mobile phone app)
**C.** Polo's for Commissioners – buy their own (will check with lawyer about giving to them as advertising purposes.
**D.** Discussed Shirts, Hats, Jackets for Drivers as incentives

**V. NEW BUSINESS - None**

**VI. GOOD OF THE ORDER**

**A.** Need Volunteer Drivers for Madison Van
1. Try a double shift to Madison with New DAV van and VTS van
2. Have 2 new Drivers that are done with everything just waiting for Orientation and another Driver waiting on his Physical.

**B.** Got Blankets from DAV and Moose Club to hand out to Veterans

**VII. CLOSING**

**A.** Next Meeting February 12, 2020 @ 1730 hours
***Motion to Adjourn:*** _John Scott___ 2nd___Nancy Clark__
***Voice Vote:*** *Ayes_8__ Nays__0__ AB_0__* Result: __UNANIMOUS__

**B.** Stand and Salute Flag

**C.** Meeting Adjourned at: __1845 hours__

**J. Weis / Secretary for the VAC-A** **Meeting to be Recorded and Filed**