VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

Commission Meeting Minutes

Date: 11 MARCH 2020 @ 1730 hours

I. OPENING - 1730

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

B. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers_5__ Delegates_11__ Alternates_9__ Cert. Org._12__ Quorum:_Yes_

C. Recognition of Guests and or Visitors: Guests__4__ Visitors_____
Steve Thomas, Superintendent; Col. Draeger, Jr ROTC; Terrell Lewis, AmLeg #1207; Jerry Van Alstyne, DAV #29.

D. Col. Draeger gave a presentation about the Jr. ROTC Military Ball. The Ball is on 04APR2020 at Giovanni's on Bell School Road. 5:30pm Social and 6:00pm Dinner. The boys will be dressed in uniform and the girls can either wear uniform or a ball dress. Parents and guests wear suits and ties and nice dresses. The kids raise all the money to pay for the venue. Dignitaries from all over come to the ball. Cost is $35 per person or $245 per table of 8. Donations can be made to pay for a cadet to go to the Ball.

E. Accept the AGENDA: Any additions or changes to be made?
NOTE: Additions can be made. NO MOTIONS or VOTES TAKEN until a following meeting. First Vote taken 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 Dave Johnson
R/C vote: Y_12_ N_0__ Result of Vote: Unanimous

F. Reading and Disposition of last month's minutes.
Motion presented by reading of minutes. 2nd Celestine Anderson
S/H vote: Y_12_N_0__ Result of Vote: _Unanimous_

II. REPORTS

A. VAC-Administration Reports

1. President

a. We have more than the required 50% plus 1 VMO's to continue the VACWC.

b. We have received 15 confirmed member forms as of 05 MAR 2020.

c. We have 16 as of tonight. Navy Club, AmLeg #676, and Vietnam 2 Now, Purple Heart have not turned in their paperwork.

2. Administrative Committee

a. 3/12 Advisory meeting – Discuss Services and any issues from last Commission meeting

b. 3/19 Advisory meeting – Finance / Policies

c. 3/26 Advisory meeting – IGA - Current IGA Exp. 24 JUN 2020

- **d.** 4/2 Advisory meeting – Month-end wrap-up and Agenda Preparation
- **e.** Looking for commissioner interested in being Personnel Chairperson.
- **f.** Looking for people to serve on the Service Committee of which John Guler is the Chair.

3. Services Committee – No Report
4. Personnel Committee – No Report
5. Appeals Committee – No Report

   Motion by VAC -A reports as given. 2nd Dick Martin

   S/H vote: _12__ Result of Vote: Unanimous
6. Finance Committee
   - **a.** Financial Reports as of the end of February 2020 – see handouts.
   - **b.** The vehicle recapitalization is shown in savings as though we are making a car payment to ourselves. This was set up to replace our vehicles as needed.
   - **c.** There is 184,000 held by the county that we cannot touch. It is to fund our operation costs and assistance payments between when the fiscal year starts, 01 OCT, and before the county get monies from property taxes in June.
   - **d.** Todd went over the Profit and Loss statement.
   - **e.** Nothing paid out for Health Insurance. We are looking into get insurance for staff's dependents.
   - **f.** We are over on Vehicle because we spent $20K for the new vehicle with the DAV grant. That we shall be getting in April or May.
   - **g.** Plan to move money from savings to CD's.
   - **h.** Working on Budget for Commissioner approval.
   - **i.** We believe the county is underfunding us by a couple hundred thousand.
   - **j.** Meeting with Mr. Chapman, county administrator this coming Friday. Need to tell him how the statute reads as far as our funding by the county.
   - **k.** We have lots of complaints about checks being late. The county only sends out checks once a month after the county board meeting. Many new and existing clients are 6 weeks plus behind on payments because of this.
   - **l.** We are proposing that the Operations write checks to landlords and bills and then request a voucher to pay our Operations back from Assistance Fund.
   - **m.** County is currently charging us rent. The statute says they are to provide us with a space. Todd believes that they realize that they made a mistake on that. We currently have not paid any rent this year. We are looking at them providing us with adequate space. We are looking at possibly moving across the hall or doing a build out with 2 more offices in the space we currently have.
   - **n.** Need to work on a new IGA.

o. We sent out an Audit Request to several accounting firms and asked they return their proposals to us by the end of March. Todd has actively been responding to two firms questions about what we need in our audit.

Motion presented by finance report as given. 2nd John Kline.
R/C vote: Y _12__ N_0_ AB_0_ Result of Vote: Passed

B. VAC-Operations – See handouts

1. Superintendent
- **a.** No numbers for financial assistance or VSO this month due to circumstances beyond our control.
- **b.** Have new telephony device for non-hearing persons.
- **c.** The new FEIN number to go into effect 01 APR 2020. The VAC, Inc will be dissolved 30 to 60 days after the new FEIN goes into effect.
- **d.** Had problems getting new unemployment number but that is fixed now.
- **e.** Will not have a higher cost for unemployment tax.
- **f.** No cost to migrate things over in QuickBooks.
- **g.** VetPro is going into play.

2. Client Assistance – over 80 clients

3. Veterans Service Officers

Motion to move to hold over numbers from assistance and VSO work until next month. John Kline 2nd Jean Henning
S/H vote: 12 Result of Vote: Passed

4. Outreach
- **a.** Not going to Rochelle anymore since the VSO is now certified.
- **b.** Picking lots of new business at the Rockford CBOC.

5. Transportation
- **a.** Local transportation going up in numbers.
- **b.** Lisa drove the VAC van to Madison while the VTS van had Brakes and tires replaced.
- **c.** The VTS van has about the same ridership.
- **d.** We got 2 new volunteer drivers for Madison Run.
- **e.** Passed flyers for Volunteer Drivers.

Motion presented by VAC-O reports presented. 2nd Celestine Anderson
S/H vote: 12 Result of Vote: Passed

III. CORRESPONDENCE – None

IV. UNFINISHED BUSINESS

A. Disposition of Closed Sessions needs to be done every 6 months.

B. Jackie went through the closed session minutes since Jan. 2016 and brought them all to the Advisory Committee meeting it was agreed that some could be opened up and a few regarding personel, Jack F. and Don H. will be kept closed.

C. Advisory Committee Recommendation – Open the selected few of closed session minutes and keep the rest of the closed session minutes closed for the next 6 months when the next review of closed session minutes occurs.

D. Appointments can be made to review them or Potential Closed Session to Discuss

Motion to accept Advisory Committee Recommendation for the disposition of Closed Session Minutes. Jackie Hull 2nd Dave Johnson

R/C vote: Y 12 N 0 AB 0 Result of Vote: Passed.

V. NEW BUSINESS

VI. GOOD OF THE ORDER

A. Volunteer Driver Posters to hand out.

B. Larry D. Jackson Hall Dedication 13 MARCH 2020 4pm 7th ST VFW.

C. Jr. ROTC Ball.

D. Am. Leg. # 1207 Draw-Down Dinner and Raffle also a Spaghetti Dinner.

E. American Legion Family Pins available.

F. WCVA has 2 - $900.00 scholarships available.

G. Rockton Am. Leg. has 2 - 4'x6' flags available for free.

H. A couple of Senators proposing a bill regarding burn pit illnesses.

I. Participation in the WCVA sponsored Memorial Day Parade

J. USSVI has a Warbirds event July 18-20.

K. Veteran Smile Program

VII. CLOSING

A. Next Meeting is early next month **08 APRIL 2020 @ 1730 hours**

Motion to Adjourn Dave Johnson 2nd Lavern Moss Voice Vote: 12

B. Stand and Salute Flag

C. Meeting Adjourned at: 1852 hours.