VETERANS ASSISTANCE COMMISSION OF WINNEBAGO COUNTY

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

Commission Meeting Minutes

Date: 09 SEPTEMBER 2020

I. OPENING – 1736 hours

A. Meeting held via Zoom Meetings (internet-based meeting platform).

B. Roll Call of Commission Officers, Certified Organizations Delegates & Alternates
Officers__3__ Delegates__5__ Alternates__3__ Cert. Org.__7__ Quorum YES

C. Recognition of Guests and or Visitors Guests_3_ Visitors_____
Steve Thomas, Superintendent; Dave Draeger, Deputy Superintendent; Julie Weis, Secretary.

D. 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 Celestine Anderson
R/C vote: Y __7__ N __0__ Result of Vote: Unanimous

E. Reading and Disposition of August's minutes.

Motion presented by reading of minutes. 2nd Jim Nelson
S/H vote: Y __7__ N __0__ Result of Vote: Unanimous

II. REPORTS

A. VAC-Administration Reports

1. President

- **a.** New By-Laws are in Effect as of 01 September.
- **b.** Check email for the Committee and Coordinator Positions
- **c.** Elections are coming up. Nominations will be tonight.
- **d.** IGA is at the County and waiting for them to get back to us.
- **e.** Budget has been turned in to the county.
- **f.** Meeting with Chapman – Nancy, Steve, and Dave Draeger.
- **g.** Julie Weis is now the FOIA / OMA officer since Jackie Hull has moved away.

2. Administrative Committee

- **a.** 9/10 Advisory meeting – Discuss Services and any issues from last Commission meeting
- **b.** 9/17 Advisory meeting – Finance
- **c.** 9/24 Advisory meeting – NO MEETING – VSO Training in Peoria
- **d.** 10/1 Advisory meeting – Policies

e. 10/8 Advisory meeting – Month-end wrap-up and Agenda Preparation
f. Update on New Van
  a) We have the VIN for the vehicle
  b) The delivery has been held up
  c) Al Reynolds from DAV is looking in to it for us

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

Motion presented by VAC-A reports as given. 2nd Nancy Clark
S/H vote: Y 7 N 0 Result of Vote: Unanimous

6. **Finance Committee**
   a. Financial Reports as of the end of August 2020 – see meeting packet.
   b. Bank Statements
   c. There is $198,081.07 in Checking and Savings accounts with just over $25,000 of that dedicated to Vehicle Recapitalization.
   d. We are in good Financial shape.
   e. We are in last month of the fiscal year.
   f. We moved money from Operations to Assistance to help cover the deficit.
   g. We still do not have health care for employees which still remains an issue.
   h. The employees are all covered by VA. Their families do not have coverage.
   i. We have not paid any rent. The County seems to have accepted the fact that according to the statute, they are to provide us with adequate space.

Motion presented by finance report as given. 2nd Jim Nelson
R/C vote: Y 7 N 0 AB 0 Result of Vote: Unanimous

B. VAC-Operations – See Meeting Packet
1. Superintendent - see cover letter
   a. No Budget Book has been put out by the County as of yet.
   b. At the meeting with Steve Chapman, he said there is about $84,000 out there and that we need to put in a Budget Amendment for $56,000.
   c. Nancy Clark brought up that Mr. Chapman asked about the reason for needing more money is because we have increased our Assistance Client base.
   d. The IGA was sent to Steve Chapman and to Dave Kurlinkus the Deputy State's Attorney.

2. Client Assistance
    a. We have gone over the assistance budget.
    b. We should have no problem getting the budget amendment of $56,000.
    c. We should get around $284,000 for assistance next year.
    d. There is still the possibility that the County may pay our assistance bills for this year and that any overages could be taken from next year's budget.
3. Veterans Service Officers – Office will be closed 21 SEP through 25 SEP for Mandatory training
4. Outreach
    a. Draft of Power Point Briefing by Dave Draeger almost complete.
    b. Dave Davis wanted to make sure that Referrals was included as a part of our Services offered by the VAC office.
    c. Dave Draeger told us about the slides he is working on to finish the presentation.
5. Transportation – see reports.

Motion presented by reports presented. 2nd Celestine Anderson
S/H vote: Y 7 N 0 Result of Vote: Unanimous

III. **CORRESPONDENCE –** VVA sent back their new Member Form -- Jim Nelson is the Delegate and Jerry Egilske is the Alternate.

IV. UNFINISHED BUSINESS

A. Job Descriptions for upcoming Election of President, Administrative Coordinator, Finance Coordinator, and Services Coordinator.
B. The Advisory Committee is made up of those officers, the Superintendent, and the Secretary for the VAC.
C. Todd explained the reason for only having one committee is because of the small sizes of the other committees made it about impossible for 2 people on the commission to meet up.
Suspend meeting for elections 1817 hours
D. Nominations of New Officers for upcoming Election
E. Elections – John Kline
Re-Open Meeting 1830 hours
F. The VAC, inc. is totally disbanded including the FEIN. They will check to see if the IRS has been notified.
G. The build out is not happening at the office. Jim Nelson was concerned about privacy for the new VSO's and their veteran clients. Steve Thomas thought about contacting

Dr. Martell about using the space on the 2nd Floor of our current building so we would have plenty of office space.

V. NEW BUSINESS

- **A.** New Officers take their positions effective 01 October 2020.
- **B.** President – Dave Davis
- **C.** Administrative Coordinator – Nancy Clark
- **D.** Finance Coordinator – Todd Burton
- **E.** Services Coordinator – Theresa Criss-Amos

VI. GOOD OF THE ORDER

- **A.** 2-Go Feed-a-Vet meal program on its 17th meal it will go on at least through the 14th of November. A Christmas Dinner is in the works as long as the donations keep coming in.
- **B.** SheVets and AmVets have raffles down at the VFW post at 922 7th Street where they hold their meetings.
- **C.** The Veteran Smile program is going strong, the AmVets have been supporting this program through their raffles and other fund raisers.

VII. CLOSING

- **A.** Next Meeting is on **14 OCTOBER 2020 @ 1730 hours**

Motion to Adjourn Jean Henning 2nd Jim Nelson
Voice Vote: 7 Ayes 0 Nays

- **B.** Meeting Adjourned at: **1842 hours**