



BUTLER COUNTY
VETERANS SERVICE
COMMISSION

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 BCVets.org

BOARD MEETING
November 15, 2023

1. The meeting of the Butler County Veterans Service Commission- Board of Commissioners was called to order by Commissioner Jones.
2. A roll call was conducted and recorded the following attendance for this regular meeting on November 15, 2023.

Name	Organization	Present	Absent
Commissioner Jones	AMVETS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Reed	DAV	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Applegate	VFW	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Weber	At-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Office Staff Present: Executive Director/CVSO, Mike Farmer
 Assistant Executive Director/CVSO, Matt Jones
 Administrative Assistant to Exec. Staff, Lisa Meece

3. Board President Business

- a. All who were able stood for the Pledge of Allegiance.
- b. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the agenda for November 15, 2023. No discussion.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay
<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain

4. Board President Business

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the Board meeting minutes from October 18, 2023 as written. No discussion.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay
<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain

- b. Suicide Prevention Report: Commissioner Applegate shared that the upcoming meeting will be held at 2:00pm on Thursday November 30th in this building in the large conference room.

- c. Executive Director Report: Progress was shared about the programming and development of our transportation module. They are recommending some security infrastructure changes which will be covered later in this meeting.

Veterans Day ceremonies all went well. The joint ceremony with Hospice Care, Butler and Warren County Veterans Service Commissions and community sponsors saw 220 veterans enjoy lunch and musical performances.

The agency gave multiple Veterans Day addressed to businesses, Veterans Groups and unions across the Tri-State on the week of.

All of those events culminated with the County ceremony at the Butler County Fairgrounds. The staff of the Commission nailed the event. The caterers did a fantastic job and we saw over 290 people in attendance.

At this point our focus is becoming Thanksgiving and Christmas food assistance.

5. Bill Payment and Operational Expenses Approvals

A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the listed bills for October 1, 2023 – October 31, 2023. No discussion.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain

6. Correspondence/Communications

- a. None.

7. Statistical Reporting and Outreach

- a. October 2023 Statistical Report was shared for discussion
- b. November/December Outreach Calendar was shared

8. New Business

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve Thanksgiving and Christmas food voucher assistance in the increments of \$50, \$75, \$100, \$125 based on family size (1-5+) in an amount not to exceed \$5,000.00.
- b. A motion was made to authorize the Executive Director to negotiate a contract amendment with Atomic Data to update .Net framework, encrypt data, expand reoccurring scheduling and accommodate a more user friendly email communication in an amount not to exceed \$25,000.00. (RFP 2023-06-VSC1)

A motion to approve the new business as presented.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain

9. **Guest(s):** A presentation was given by Karla Garrett and Bryan Suddith from the Medal of Honor Memorial and Honor Park

10. Executive Session:

A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to enter Executive Session to discuss Financial Applications adjudicated in October 2023, One (1) Appeal for Financial Assistance to lift a current suspension and (1) One Personnel Matter.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
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Discussion on Financial Assistance Applications adjudicated during October 2023, One (1) Appeal for Financial Assistance to lift a suspension and (1) One Personnel Matter.

At this time the BCVSC-BOC exited from Executive Session to vote on items discussed as needed.

11. Items from Executive Session for Vote

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to accept the Financial Assistance Applications from October 1 – October 31, 2023 as adjudicated by the Executive Director. (Exhibit 1)

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain

- b. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to lift the suspension effective immediately for veteran Webb.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain

12. Office Operations

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the job title and classification change for Lisa Meece from Administrative Assistant to Executive Assistant at the pay rate of \$34.73 per hour effective November 18, 2023.

Commissioner Weber	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay	<input checked="" type="checkbox"/> Yay
<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain

13. Items for Discussion

- a. Commissioners: Commissioner Jones thanked all staff for the Veterans Day event and said that it was a great success.
- b. Director: Executive Director Farmer spoke about the Veterans Day event and thanked everyone involved. A video regarding the commission recently sponsoring events at Miami University was shared.

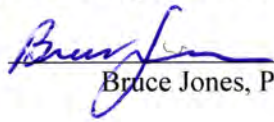
14. Next scheduled meeting:

Date: Wednesday, December 6, 2023 Regular Meeting
 Time: 9:30 A.M.
 Place: Veterans Service Commission, Conference Room

15. Adjournment

A motion to adjourn was made by Commissioner Applegate, seconded by Commissioner Reed. No discussion.

The undersigned acknowledge the correctness of these minutes and submit them as the official record:



 Bruce Jones, President



 Mark Applegate, Secretary

Butler County Veterans Service Commission



BUTLER COUNTY VETERANS SERVICE COMMISSION

Monthly Meeting Minutes Application Period

10/01/2023 to 10/31/2023

Veteran Full Name	Dependant Applicant Name	Occupation or Relationship	City	Zip	Adjudication	Approved Aid	Meeting
BRANDON, SHAWN		BURGER KING (PART TIME)	HAMILTON	45011	Initial Application Appeal / Denied	\$0.00	5 for - 0 against
BUTLER, JAMES	BUTLER , LULA	SPOUSE	MIDDLETOWN	45044	Initial Application Approved	\$426.00	5 for - 0 against
CARLSON, JOY		A/R	WEST CHESTER	45069	Initial Application Approved	\$1,718.69	5 for - 0 against
CHANDLER, BOBBY	CHANDLER, MARY	WIDOW	MIDDLETOWN	45044	Initial Application Incomplete	\$0.00	5 for - 0 against
DENHAM, HOWARD		DISABLED	HAMILTON	45013	Initial Application Approved	\$574.10	5 for - 0 against
DUNMIRE, WALTER	DUNMIRE, PATRICIA	SPOUSE	MIDDLETOWN	45042	Initial Application Approved	\$1,512.66	5 for - 0 against
ELLIS, DELMER	ELLIS, JOAN	WIDOW	FAIRFIELD	45014	Initial Application Approved	\$2,106.54	5 for - 0 against
ESCHLEMAN, MATTHEW (SARA)		UNEMPLOYED	MIDDLETOWN	45044	Initial Application Approved	\$818.91	5 for - 0 against
ETHERIDGE, RANDALL		LOGISTIC SUPPLY SPECIALIST	MONROE	45050	Initial Application Approved	\$1,235.00	5 for - 0 against
GREENE JR, HAROLD		DISABLED	HAMILTON	45011	Initial Application Approved	\$370.87	5 for - 0 against
HALL, DAVID		DISABLED	MIDDLETOWN	45042	Initial Application Approved	\$581.00	5 for - 0 against
HAYNES, JAMES	HAYNES, MARGARET	WIDOW	WEST CHESTER	45069	Initial Application Approved	\$1,790.01	5 for - 0 against
HUFHAND, MICHAEL		CONCRETE WORKER	HAMILTON	45013	Initial Application Denied	\$0.00	5 for - 0 against
JOHNSON, CHARLES		RETIRED	WEST CHESTER	45069	Initial Application Approved	\$2,132.99	5 for - 0 against
KATZLER , KENT		UNEMPLOYED	FAIRFIELD	45014	Initial Application Denied	\$0.00	5 for - 0 against
MARLATT, ROCKY		RETIRED	FAIRFIELD TOWNSHIP	45011	Initial Application Approved	\$1,631.00	5 for - 0 against
MAXWELL, ANTHONY	MAXWELL, REBECCA	WIDOW	HAMILTON	45013	Initial Application Approved	\$2,095.62	5 for - 0 against
MAXWELL JR, ROBERT		DISABLED	WESTCHESTER	45069	Initial Application Approved	\$1,359.50	5 for - 0 against
MCKINNON, SYLVESTER		UNEMPLOYED	HAMILTON	45011	Initial Application Appeal / Approved	\$1,326.00	5 for - 0 against
MURPHY, KELLY		DISABLED	OXFORD	45056	Initial Application Appeal / Approved	\$81.12	5 for - 0 against
NORMAN , DAVID		UNEMPLOYED	HAMILTON	45015	Initial Application Approved	\$1,544.00	5 for - 0 against
OAKS, EDWIN		RETIRED	MIDDLETOWN	45042	Initial Application Denied	\$0.00	5 for - 0 against
OWENS, DAVID		RETIRED	FAIRFIELD	45014	Initial Application Approved	\$1,311.97	5 for - 0 against
PENNINGTON JR, JAMES		UNEMPLOYED	MIDDLETOWN	45044	Initial Application Approved	\$426.00	5 for - 0 against
ROSE, TERRY		DISABLED	MIDDLETOWN	45044	Initial Application Approved	\$1,350.40	5 for - 0 against
SCHULZE , MICHAEL	SCHULZE MAIDEN: MCWILLIAMS, SUSAN	SPOUSE	FAIRFIELD	45014	Initial Application Approved	\$1,305.10	5 for - 0 against



**BUTLER COUNTY
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**Monthly Meeting Minutes
Application Period**

10/01/2023 to 10/31/2023

SUMMEROUR, MARIO		CONTRACTOR TEMP SERCIVE	HAMILTON	45013	Initial Application Approved	\$426.00	5 for - 0 against
TAITE, DARIUS		SECURITY MANAGER	HAMILTON	45011	Initial Application Approved	\$1,702.69	5 for - 0 against
TOTH, VERONICA		CRICKET WIRELESS ASSOCIATE	HAMILTON	45011	Initial Application Approved	\$1,414.19	5 for - 0 against
TRUSTY, ROBERT		RETIRED	HAMILTON	45013	Initial Application Incomplete	\$0.00	5 for - 0 against
WALKER, JOHN		RETIRED/ UMEMPLOYED	FAIRFIELD	45014	Initial Application Incomplete	\$0.00	5 for - 0 against
WILLIAMS, DALTON		HEAVY EQUIPMENT OPERATOR	MIDDLETOWN	45042	Initial Application Approved	\$750.00	5 for - 0 against
WILLINGHAM JR, JESSE	WILLINGHAM MAIDEN: HOLLAND, BRENDA	WIDOW	FAIRFIELD	45014	Initial Application Approved	\$1,126.53	5 for - 0 against