



# BUTLER COUNTY VETERANS SERVICE COMMISSION

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## BUTLER COUNTY VETERANS SERVICE COMMISSION MEETING

1. Roll call conducted indicated the following members of the Butler County Veterans Service Commission Board of Commissioners were present for this regular meeting on January 19, 2022:

Commissioner Tom Jeffers, American Legion Representative  
Commissioner Bruce Jones, AMVETS Representative  
Commissioner Dave Reed, DAV Representative

Office Staff Present: Executive Director/CVSO, Mike Farmer  
Chief Service Officer, Matt Jones

2. The meeting of the Butler County Veterans Service Commission-Board of Commissioners was called to order by Commissioner Jones, with all standing for the Pledge of Allegiance.
3. A motion was made by Commissioner Reed, and seconded by Commissioner Jeffers, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners January 19, 2022 regular meeting.
4. A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed, and passing unanimously to temporarily suspend the agenda to receive a piece of art from ARTE.
5. A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed to turn the chair over to Executive Director Mike Farmer to conduct the election of 2022 officers, passing unanimously in favor.
  - a) Commissioner Tom Jeffers nominated Bruce Jones for President
  - b) Commissioner Bruce Jones nominated Dave Reed for Vice President
  - c) Commissioner Dave Reed nominated Tom Jeffers for Secretary
  - d) A motion was made by Commissioner Jones, and seconded by Commissioner Reed, and passing unanimously, to elect the above as nominated with a white ballot seeing as none are opposed. The Executive Director Mike Farmer turned the meeting back over to Commissioners.
6. Reading Open Meeting and Right to Speak at Meeting guidelines were completed.

7. **Meeting minutes approval:**

- a) December 10, 2021 minutes. Motion made by Commissioner Jeffers, and seconded by Commissioner Jones, to approve the minutes. Draft copies of these minutes were sent to Commissioners for review prior to this meeting.

VOTE: To approve regular mtg. min				
TJ	BJ	DR	JE	CW
Y	Y	Y		
MOTION CARRIES				

8. **Bill payment and operational expenses approvals:**

- a) Invoices paid December 1, 2021 – December 31, 2021. Motion to approve made by Commissioner Reed, and seconded by Commissioner Jones.

VOTE: To approve listed expenses.				
TJ	BJ	DR	JE	CW
Y	Y	Y		
MOTION CARRIES				

9. **Correspondence/Communications shared with Commissioners** (*No action needed*):

- a) Greeting card from Darlene Mays read aloud  
b) Greeting Card from Mike Anderson read aloud.  
c) Thank you from Veteran to Tian Myers read aloud.

10. **Office Outreach and Training Items**

- a) December 2021 Statistical Report was shared for discussion  
b) January Outreach Calendar  
c) Overview of upcoming marketing was discussed

11. **Old Business:**

- a) None

12. **New Business:**

- a) None

13. **Guests:** Brent Billingsley, ARTE

14. A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers to go into closed executive session to discuss financial applications for December 2021, 4<sup>th</sup> Quarter Financial Assistance Application Audit, one (1) appeal for Financial Assistance and to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official licensee or regulated individual requests a public hearing.

<b>VOTE: To go into closed session</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

Discussion on Financial Applications adjudicated during December 2021, 4<sup>th</sup> Quarter Financial Assistance Audit, one (1) Financial Application Appeal and the acceptance of resigning and hiring of employees.

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

15. Veteran case votes on items from Executive Session
- a) **Accept applications as adjudicated in December 2021.** A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed to accept the applications from December 1-31, 2021 as adjudicated by Executive Director. (Exhibit 1)

<b>VOTE: To accept</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

- b) **Approval of 4<sup>th</sup> Quarter Financial Assistance Audit.** A motion was made by Commissioner Reed and seconded by Commissioner Jeffers to approve the 4<sup>th</sup> Quarter Audit of Financial Assistance Applications.

<b>VOTE: To accept 4<sup>th</sup> Quarter Audit of applications</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

- c) **Vote on appeal for assistance c/o Veteran Khong.** A motion was made by Commissioner Jeffers and seconded by Commissioner Jones to pay 1 one rent in the amount of \$1,525 directly to the property owner and subject to the veteran scheduling an appointment with a Service Officer.

<b>VOTE: To approve</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

- d) **Vote to accept resignation of Loren McKenzie.** A motion was made by Commissioner Jones and seconded by Commissioner Jeffers to accept the resignation and approve the severance agreement for Loren McKenzie.

<b>VOTE: To approve</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

- e) **Vote to accept hiring of Victor Dennison.** A motion was made by Commissioner Reed and seconded by Commissioner Jones to accept the hiring of Victor Dennison as Veteran Benefit Coordinator.

<b>VOTE: To approve</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

16. **Office Operations:**

- a) **Vote on 4<sup>th</sup> Quarter Employee of the Quarter.** A motion was made by Commissioner Jones and seconded by Commissioner Jeffers to approve Steve Harbin, as nominated, to be the 4<sup>th</sup> Quarter Employee of the Quarter, 2021.

<b>VOTE: To approve</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>		
<b>MOTION CARRIES</b>				

17. **Statements, comments and/or discussion by:**

- a) Executive Director: Outreaches are very limited due to the pandemic. We are changing our model to more of an online model for knowledge. Dental program is running and the Veterans ID card program.
- b) Commissioners: Commissioner Jones asked that he be linked to the employee staff meeting WebEx to thank the staff.

18. The date and time of the next regular meeting is posted as:

Date: **Wednesday, February 16, 2022**

Time: **09:30 AM.**

Place: **VSC Hamilton Conference Room/WebEx**

19. A motion was made by Commissioner Jeffers seconded by Commissioner Reed and passing with unanimous votes to adjourn the meeting.

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

  
\_\_\_\_\_  
Bruce Jones, President

  
\_\_\_\_\_  
Tom Jeffers, Secretary

Butler County Veterans Service Commission



**BUTLER COUNTY  
VETERANS SERVICE COMMISSION**

**Monthly Meeting Minutes  
Application Period  
12/1/2021 to 12/31/2021**

<u>Veteran Full Name</u>	<u>Dependant Applicant Name</u>	<u>Occupation - Relationship</u>	<u>City</u>	<u>Zip</u>	<u>Adjudication</u>	<u>Approved Aid</u>	<u>Meeting</u>
KHONG, JASON			WEST CHESTER	45069	Appeal / Approved	\$1,525.00	5 for - 0 against
BEISER, GARY	BEISER, JILL	WIDOW	HAMILTON	45013	Initial Application - Approved	\$670.11	5 for - 0 against
BROWN , RONALD	BROWN, INEZ	WIDOW	HAMILTON	45011	Initial Application - Approved	\$1,558.88	5 for - 0 against
BYRD , JIMMY		PACKER	MIDDLETOWN	45044	Initial Application - Approved	\$1,383.45	5 for - 0 against
COLE, KENNETH		STUDENT	HAMILTON	45011	Initial Application - Approved	\$1,190.00	5 for - 0 against
COSTON, JEROME			HAMILTON	45011	Initial Application - Approved	\$252.82	5 for - 0 against
CULBERTSON, MARK		JACOBUS ENERGY (DRIVER)	HAMILTON	45013	Initial Application - Approved	\$1,532.88	5 for - 0 against
DECKER, ROY		OBERS FLOWERS	HAMILTON	45011	Initial Application - Approved	\$494.97	5 for - 0 against
GIPSON, MICHAEL		RETIRED	FAIRFIELD	45014	Initial Application - Approved	\$1,853.29	5 for - 0 against
HALSEY, KEVIN		MACHINE OPERATOR	LIBERTY TOWNSHIP	45044	Initial Application - Approved	\$792.13	5 for - 0 against
HICKS , AMBER		STUDENT	HAMILTON	45011	Initial Application - Approved	\$2,112.21	5 for - 0 against
JONES , MELVIN	JONES, BARBARA	WIDOW	MIDDLETOWN	45044	Initial Application - Approved	\$1,177.20	5 for - 0 against
LANEY, ROY	LANEY, VIVIAN	SPOUSE	HAMILTON	45015	Initial Application - Approved	\$1,363.75	5 for - 0 against
MARKET, PAUL		UNEMPLOYED	FAIRFIELD	45014	Initial Application - Approved	\$1,630.00	5 for - 0 against
MCKINNON, SYLVESTER		UNEMPLOYED	HAMILTON	45011	Initial Application - Approved	\$1,005.00	5 for - 0 against
METZ, JASON		DISABLED	FAIRFIELD TWP	45011	Initial Application - Approved	\$2,497.64	5 for - 0 against
MORNINGSTAR, TIMOTHY			MIDDLETOWN	45044	Initial Application - Approved	\$455.00	5 for - 0 against
MURRAY SR, STEVEN		UNEMPLOYED	HAMILTON	45013	Initial Application - Approved	\$1,286.09	5 for - 0 against
PARMLEY , JIMMIE	PARMLEY, CYNTHIA	WIDOW	HAMILTON	45011	Initial Application - Approved	\$855.00	5 for - 0 against
PAYNE , ROY		RETIRED	HAMILTON	45013	Initial Application - Approved	\$1,034.69	5 for - 0 against
SCOGGINS, DAVID	SCOGGINS, FAYE	WIDOW	HAMILTON	45011	Initial Application - Approved	\$1,477.59	5 for - 0 against



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SIMMS , EMORY		COOK	HAMILTON	45011	Initial Application - Approved	\$1,375.83	5 for - 0 against
SMITH, HAROLD		UNEMPLOYED	WEST CHESTER	45069	Initial Application - Approved	\$724.29	5 for - 0 against
SMITH, RONALD		RETIRED	HAMILTON	45011	Initial Application - Approved	\$1,320.90	5 for - 0 against
STURGILL, MANEY	STURGILL, TONJA	SPOUSE	HAMILTON	45013	Initial Application - Approved	\$838.12	5 for - 0 against
TAYLOR , BRIAN		UNEMPLOYED	FAIRFIELD	45014	Initial Application - Approved	\$455.00	5 for - 0 against
THOMAS , VENITA		UNEMPLOYED	FAIRFIELD	45014	Initial Application - Approved	\$2,334.78	5 for - 0 against
THOMAS, NATHAN		UNEMPLOYED	MIDDLETOWN	45044	Initial Application - Approved	\$816.43	5 for - 0 against
WALKER, JOHN		RETIRED	FAIRFIELD	45014	Initial Application - Approved	\$405.00	5 for - 0 against
WALLACE, JOSEPH		RETIRED	HAMILTON	45015	Initial Application - Approved	\$995.00	5 for - 0 against
WEBB, CHARLES		UNEMPLOYED	HAMILTON	45011	Initial Application - Approved	\$562.00	5 for - 0 against
WILLIAMS , ALLAN		UNEMPLOYED	MIDDLETOWN	45044	Initial Application - Approved	\$1,200.00	5 for - 0 against
BENJAMIN , DONALD		RETIRED	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against
BLAKE , JAMES			LIBERTY TOWNSHIP	45044	Initial Application - Denied	\$0.00	5 for - 0 against
BOWLING , LLOYD		DISABLED	HAMILTON	45011	Initial Application - Denied	\$0.00	5 for - 0 against
CREWS , JOHN	CREWS, SAMANTHA	SPOUSE	TRENTON	45067	Initial Application - Denied	\$0.00	5 for - 0 against
MCKENZIE, DANIEL	MCKENZIE, WILLADENE	WIDOW	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against
MCKINNEY , KAREN		SOCIAL WORKER	MIDDLETOWN	45044	Initial Application - Denied	\$0.00	5 for - 0 against
STRIMPFEL SR, SHAWN		FIELD ENGINEER	MIDDLETOWN	45044	Initial Application - Denied	\$0.00	5 for - 0 against
TURNER JR., BUFORD		RETIRED	FAIRFIELD	45014	Initial Application - Denied	\$0.00	5 for - 0 against
BECKER, LARA		BAR TENDER	HAMILTON	45013	Initial Application - Incomplete	\$0.00	5 for - 0 against
BORUP JR, JAMES	BORUP MAIDEN: LEWIS, ANNA	WIDOW	HAMILTON	45011	Initial Application - Incomplete	\$0.00	5 for - 0 against



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HAMM (ROGERS), TIFFANY		THERAPIST	MIDDLETOWN	45044	Initial Application - Incomplete	\$0.00	5 for - 0 against
PIAZZA, DUANE		DISABLED	HAMILTON	45013	Initial Application - Incomplete	\$0.00	5 for - 0 against
SEBASTIAN , SCOTT		UNEMPLOYED	MIDDLETOWN	45042	Initial Application - Incomplete	\$0.00	5 for - 0 against
TISHUE, DAVID		RETIRED	HAMILTON	45013	Initial Application - Incomplete	\$0.00	5 for - 0 against