

Tentative Agenda for the April 21, 2021

BUTLER COUNTY VETERANS SERVICE COMMISSION REGULAR MEETING

- 1) Roll call of members present: Tom Jeffers, Member
Bruce Jones, Member
David Reed, Member
James Eriksen Jr., Member
Chuck Weber, Member

Staff in Attendance: Mike Farmer, Executive Director/CSVSO
Matt Jones, Assistant Executive Director/CSVSO
Loren McKenzie, Administrative Assistant
- 2) Call meeting to order.
- 3) Approval of this *AGENDA* for April 21, 2021 BCVSC-Board of Commissioners' regular meeting.
- 4) READ TO GUESTS if ***NOT*** waived by guests or no guests present. (**Laminated Script**)
 - a) The Open Meeting Act (The Sunshine Law)
 - b) NOTICE: Guest(s) Attending Butler County Veterans' Service Commission-Board of Commissioner's Meeting(s).
- 5) Approval of prior meeting minutes:
 - a) Minutes of the March 17, 2021 regular meeting approval.
- 6) Approval of BCVSC Expenses:
 - a) Billings approved for invoices paid 03/11/2021 – 04/13/2021
 - b) Then and Now billing approval for Online Stores
- 7) Correspondence/Communication
 - a) Thank you from Dan Nicholas (Chuck)
- 8) Office Outreach Programs, Staff Training Items, and Advertising Items
 - a) Statistical Reports March 2021
 - b) Outreach Calendar
 - 1) April Outreach Calendar
 - 2) Memorial Day Events
 - 3) Future Events
 - c) Update on Service Officer Training
- 9) Old Business:
 - a) None
- 10) New Business:
 - a) None
- 11) Guest Statements and Comments: Guest(s) will be permitted three (3) minutes each to make statements, comments, and/or suggestions to the Commissioners
 - a) None
- 12) Closed Executive Session to discuss Financial Applications adjudicated, 1st Quarter Financial Assistance Application Audit and Employee Performance (no vote required)
 - a) Review of cases adjudicated March 2021
 - b) 1st Quarter Financial Assistance Application Audit
 - c) Employee Performance (no vote required)

- 13) Butler County Veterans Service Commission case votes on Executive Session item
 - a) Approve Applications as adjudicated March 2021
 - b) Vote on 1st Quarter Financial Assistance Application Audit
- 14) Office Operations
 - a) Approve Maria Hopkins as Veterans Benefit Coordinator
 - b) Update on Annual Reports
 - c) Future Vision
 - d) Middletown Office
 - e) Vote on Employee of the Quarter
- 15) Statements, Suggestions, Comments
 - a) Executive Director:
 - b) Commissioners:
- 16) Next meeting:

Date:	May 19, 2021
Time:	<u>9:30 AM</u>
Place:	VSC Hamilton Conference Room.
- 17) Meeting adjourned.