



BUTLER COUNTY VETERANS SERVICE COMMISSION

315 High Street, 1st Floor
Hamilton, OH 45011-6068

vsc@butlercountyohio.org
www.bcvets.org

(513) 887-3600
Fax (513) 887-3519

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 December 10, 2021:

Commissioner Chuck Weber, Member-at-Large
Commissioner Tom Jeffers, American Legion Representative
Commissioner Bruce Jones, AMVETS Representative
Commissioner Dave Reed, DAV Representative
Commissioner Jim Eriksen, VFW 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 Weber, with all standing for the Pledge of Allegiance.
3. A motion was made by Commissioner Jones, and seconded by Commissioner Reed, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners December 10, 2021 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were completed.
5. **Meeting minutes approval:**
 - a) November 17, 2021 minutes. Motion made by Commissioner Weber, and seconded by Commissioner Jeffers, 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	X	Y
MOTION CARRIES				

- b) December 1, 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	X	Y
MOTION CARRIES				

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

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

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

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

- a) Casual Pint letter sent to Commissioner Weber read aloud
 b) Greeting Card from Cathy Wiley (Cox) read aloud.

8. **Office Outreach and Training Items**

- a) November 2021 Statistical Report was shared for discussion
 b) December Outreach Calendar
 c) Executive Director gave an overview of January marketing strategies
 d) Commissioner Weber made a motion for Service Officer Casey James to continue as a trainer for OSACVSO for the 2022 Fiscal Year. Motion second by Commissioner Jones.

VOTE: To approve employee participation				
TJ	BJ	DR	JE	CW
Y	Y	Y	X	Y
MOTION CARRIES				

- e) Commissioner Weber made a motion for Executive Director Mike Farmer to be a trainer with NACVSO for the 2022 Fiscal Year. Motion second by Commissioner Reed.

VOTE: To approve employee participation				
TJ	BJ	DR	JE	CW
Y	Y	Y	X	Y
MOTION CARRIES				

f) Commissioner Weber made a motion for Executive Director Mike Farmer to continue his duties as OSACVSO Secretary for the 2022 Fiscal Year. Motion second by Commissioner Jones.

VOTE: To approve employee participation				
TJ	BJ	DR	JE	CW
Y	Y	Y	X	Y
MOTION CARRIES				

9. **Old Business:**

a) N/A

10. **New Business:**

a) The Fleet Transportation Contract. A motion was made by Commissioner Weber, and seconded by Commissioner Reed to terminate the current contract effective December 22, 2021 as requested by The Fleet.

VOTE: To approve contract termination				
TJ	BJ	DR	JE	CW
Y	Y	Y	X	Y
MOTION CARRIES				

11. **Guests:** None

12. A motion was made by Commissioner Jones, and seconded by Commissioner Reed to go into closed executive session to discuss financial applications for November 2021, review Annual Employee Evaluations 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.

VOTE: To go into closed session				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

Discussion on Financial Applications adjudicated during November 2021, annual employee evaluations and posting positions of employment for the Commission.

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

13. Veteran case votes on items from Executive Session

- a) **Accept applications as adjudicated in November 2021.** A motion was made by Commissioner Jeffers, and seconded by Commissioner Weber to accept The applications from November 1-30, 2021 as adjudicated by Executive Director. (Exhibit 1)

VOTE: To accept				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

- b) **Approval of 2021 Employee Evaluations.** A motion was made by Commissioner Weber and seconded by Commissioner Reed to approve annual evaluations, pay raises, and lump sums as written by the Executive Director.

VOTE: To accept evaluation and raises				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

- c) **Vote on Commission job postings.** A motion was made by Commissioner Eriksen and seconded by Commissioner Jeffers to allow the Executive Director to post positions at the Commission to keep the staff manned in person with staff.

VOTE: To promote/job title change				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

14. **Office Operations:**

- a) Approve department guidelines. A motion was made by Commissioner Weber and seconded by Commissioner Eriksen to approve department guidelines.

VOTE: To approve guidelines				
TJ	BJ	DR	JE	CW
Y	Y	Y	X	Y
MOTION CARRIES				

- b) Approve 2022 veteran assistance amounts. A motion was made by Commissioner Jeffers and seconded by Commissioner Eriksen to approve 2022 veteran assistance amounts.

VOTE: To approve 2022 veteran assistance amounts				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

- c) Approve 2022 Holiday dates. A motion was made by Commissioner Reed and seconded by Commissioner Jeffers to approve 2022 Commission Holiday dates.

VOTE: To approve 2022 Holidays				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

- d) Approve 2022 Commission Meeting Dates. A motion was made by Commissioner Eriksen and seconded by Commissioner Jeffers to approve 2022 Commissioner meeting dates.

VOTE: To approve 2022 Commissioner meeting dates				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

- e) Approve Updated COVID Policy. A motion was made by Commissioner Reed and seconded by Commissioner Jeffers to approve the updated COVID19 Policy

VOTE: To approve updated policy				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

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

- a) Executive Director: Director thanked the Board for the progress made in 2021. The ID card program, dental program which are being rolled out in January. The staff has done a phenomenal job keeping up with tasks and serving our clients. Each Commissioner is ask to find a veteran or two to highlight in the Newsletter.
- b) Commissioners: Commissioner Weber stated it was a pleasure to serve in his capacity as a Commissioner and President of the Board. He credits the Board and Staff for their help and assistance and also thanked the staff.

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

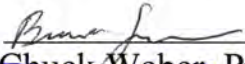
Date: **Wednesday, January 12, 2022**

Time: **09:30 AM.**

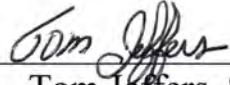
Place: **VSC Hamilton Conference Room/WebEx**

17. A motion was made by Commissioner Jones seconded by Commissioner Eriksen and passing with unanimous votes to adjourn the meeting.

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



~~Chuck Weber~~, President
BRUCE JONES



Tom Jeffers, Secretary

Butler County Veterans Service Commission

BCVSC December 2021 MEETING MINUTES CONTINUED:

Veteran Name	Dependent	Occupation /Relationship	City	Zip	Adjudication	Amount	December Meeting
BAILEY, DAVID M	Phyllis A. Bailey	Widow	MIDDLETOWN	45042	Initial	\$1,704.26	5 for-0 against
BENJAMIN, DONALD MARK		Retired	HAMILTON	45013	Initial	\$1,558.00	5 for-0 against
BERRY, BRIAN KEITH		Disabled / Retired	MIDDLETOWN	45042	Initial	\$2,164.66	5 for-0 against
BLEVINS, JAMES HANDSFORD	Connie L. Blevins	Spouse	HAMILTON	45013	Initial	\$1,672.30	5 for-0 against
CLOUD, KENNETH R.		Retired	MIDDLETOWN	45044	Initial	\$505.00	5 for-0 against
CROUCH (BARGAR), MELISSA RENEE		Unemployed	CAMDEN	45311	Initial	\$1,500.00	5 for-0 against
FOX, DWIGHT CHRISTOPHER		Unemployed	HAMILTON	45011	Initial	\$480.00	5 for-0 against
FREDERICK, JAYMZ E			HAMILTON	45013	Initial	\$670.26	5 for-0 against
JACKSON, REX DOUGLAS		Laborer	MIDDLETOWN	45044	Initial	\$895.00	5 for-0 against
KERBY, ROBERT L.		Retired	HAMILTON	45013	Initial	\$1,089.20	5 for-0 against
LIMBERT, PAUL DAVID		Disabled	CINCINNATI	45241	Initial	\$777.67	5 for-0 against
MARCUM, JOHNNIE	ANDREA MARCUM	Widow	HAMILTON	45011	Initial	\$989.40	5 for-0 against
MINGE, CHARLES D		Respiratory Therapist	MIDDLETOWN	45044	Initial	\$877.05	5 for-0 against
NEELEY, EARL GREGORY		Retired	HAMILTON	45015	Initial	\$2,500.00	5 for-0 against
OAKS, EDWIN EARL		Disabled	MIDDLETOWN	45044	Initial	\$917.27	5 for-0 against
PATRICK, JR., DARRELL R.		Disabled	HOMELESS		Initial	\$455.00	5 for-0 against
PETERS, CARL		Disabled	HAMILTON	45013	Initial	\$709.64	5 for-0 against
PIAZZA, DUANE E		DISABLED	HAMILTON	45013	Initial	\$504.52	5 for-0 against
RALEIGH, RUFUS BILL			HAMILTON	45015	Initial	\$1,479.22	5 for-0 against
REEVES, MARION RICHARD	Debra Marie Rowland	Widow	HAMILTON	45013	Initial	\$1,173.98	5 for-0 against
SLAY, MICHAEL P.		LABORER	HAMILTON	45013	Initial	\$1,115.00	5 for-0 against
TAYLOR, BRIAN KEITH		LABORER	FAIRFIELD	45014	Initial	\$405.00	5 for-0 against
THOMAS SR, FREDERICK DOUGLAS	Jean H. Hoffman-Thomas	Widow	HAMILTON	45011	Initial	\$833.60	5 for-0 against

December 10, 2021
 Exhibit 1, Page 2 of 2

THOMAS, DON GREGORY		Disabled	MIDDLETOWN	45044	Initial	\$611.00	5 for-0 against
TURNER JR, BUFORD		RETIRED	FAIRFIELD	45014	Initial	\$840.00	5 for-0 against
WILLINGHAM JR, JESSE	Brenda Willingham	Widow	WEST CHESTER	45069	Initial	\$1,769.48	5 for-0 against
TERRY, CHRISTIAN ALLEN		Finance Rep	MIDDLETOWN	45042	Initial - Denied	\$0.00	5 for-0 against
MARKET, PAUL G			FAIRFIELD	45014	Initial - Incomplete	\$0.00	5 for-0 against
NAPIER, HEATON	Judy Napier	Widow	HAMILTON	45011	Initial - Incomplete	\$0.00	5 for-0 against
THOMPSON, GARY RUSSELL		Store Manager	HAMILTON	45011	Initial - Incomplete	\$0.00	5 for-0 against
WASHINGTON JR., KERNON L.		Delivery Driver	MIDDLETOWN	45044	Initial - Incomplete	\$0.00	5 for-0 against