



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 December 9, 2022:

Commissioner Bruce Jones, AMVETS Representative
Commissioner Dave Reed, DAV Representative
Commissioner Tom Jeffers, American Legion Representative
Commissioner Chuck Weber, At-Large Representative
Commissioner Mark Applegate, VFW Representative

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

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 Applegate, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners December 9, 2022 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
 - a) **November 16, 2022 Regular Meeting Minutes.** Motion made by Commissioner Weber, and seconded by Commissioner Jeffers, to approve the regular meeting minutes. Draft copies of these minutes were sent to Commissioners for review prior to this meeting.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

6. **Bill payment and operational expenses approvals:**
 a) **Invoices paid November 1, 2022 – November 30, 2022.** Motion to approve made by Commissioner Jeffers, and seconded by Commissioner Weber.

VOTE: to approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

7. **Executive Directors Report covered the following topics:**
 a) Overview- Executive Director Mike Farmer mentioned the successfulness of 2022 and there will be new opportunities in 2023 to help get into the community.
 b) End of Year Update- A letter has been sent in support of the CVSO Act. Those listening, if interested, may contact Senators Brown and Portman in support.
 c) RFP 2022VSC2- The proposal deadline is December 16, 2022 at which time any submissions will be unsealed and reviewed. It is possible to have seek the Boards approval for contract at the January 11, 2023 Regular Meeting.

8. **Correspondence/Communications shared with Commissioners:**
 a) Thank you- Veteran Marino to Tian Myers

9. **Office Outreach and Training Items**
 a) November 2022 Statistical Report was shared for discussion
 b) December/January Outreach Calendar was shared

10. **Old Business:**
 a) None

11. **New Business:**
 a) **Employee Pay Grades.** Motion made by Commissioner Jeffers, and seconded by Commissioner Reed, to approve the 2023 Pay Grades. The Board will possibly hold a work session February/march 2023 to review the plan.

VOTE: to approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

- b) **Financial Applications- Income Verification.** Executive Director advised Board of reasons prohibiting us from asking about SNAP on Financial Applications. Mr. Jones said he would contact OSACVSC and Legislative Chair Larry Moore to open discussions.

12. **Guests:** None.
13. **Executive Session.** A motion was made by Commissioner Jones, and seconded by Commissioner Weber, to go into closed executive session to discuss financial applications for November 2022, and Review Annual Employee Evaluations.

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

Discussion on Financial Applications adjudicated during November 2022, and Annual Employee Evaluations.

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

14. **Veteran case votes on items from Executive Session**
- a) **Accept Applications as Adjudicated in November 2022.** A motion was made by Commissioner Jeffers, and seconded by Commissioner Weber to accept the applications from November 1-30, 2022 as adjudicated by Executive Director. (Exhibit 1)

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

- b) **Evaluations.** A motion was made by Commissioner Weber and seconded by Commissioner Reed to approve the Employee Evaluations as submitted by the Executive Director.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

15. **Office Operations:**

- a) **Commission and Personnel Guidelines.** A motion was made by Commissioner Jeffers and seconded by Commissioner Reed to approve the Commission and Personnel Guidelines as submitted by the Executive Director.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

- b) **2023 Assistance Amounts.** A motion was made by Commissioner Weber and seconded by Commissioner Applegate to approve the 2023 Assistance Amounts.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

- c) **2023 Holiday Dates.** A motion was made by Commissioner Applegate and seconded by Commissioner Jeffers to approve the 2023 Holiday Dates.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

- d) **2023 Commission Meeting Dates.** A motion was made by Commissioner Applegate and seconded by Commissioner Weber to approve 2023 Commission Meeting Dates.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

- e) **Final Probation.** A motion was made by Commissioner Jeffers and seconded by Commissioner Reed to approve the final probation evaluation for Nika Cooper.

VOTE: To approve				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

16. **Statements, Comments and/or Discussion by:**

- a) Executive Director: Executive Director Mike Farmer noted that staff did a great job for the year and excelled in some new areas. The Board was thanked for their support in stepping in on outreach events and their innovative free thinking outside of the box.
- b) Commissioners: Commissioner Weber mentioned he sent a card to staff that was from the heart and that he is totally impressed and in awe in the improvements, progress, ideas and innovations of the staff.
Commissioner Reed thanked staff for all they do and said it was deeply appreciated.
Commissioner Applegate echoed the same and stated that he is glad to be a part of the Commission.
Commissioner Jones agreed with Commissioner Weber and said that he has been prior to be a part of the Commission for the last 5 years and is looking towards 5 more. Commissioner Jones also mentioned having street banners for advertisement. Those discussions with the City of Hamilton are currently taking place.

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

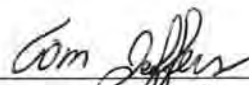
Date: **Wednesday, January 11, 2023 Regular Meeting**
Time: **9:30 A.M.**
Place: **VSC Hamilton Conference Room**

18. A motion was made by Commissioner Weber and 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
11/1/2022 to 11/30/2022**

<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>
HUDSON, RICHARD	HUDSON, LUANN	WIDOW	HAMILTON	45013	Appeal / Denied	\$0.00	5 for - 0 against
MORRIS, ANTHONY		ELECTRICAL	HAMILTON	45013	Appeal / Denied	\$2,300.00	5 for - 0 against
BARKER, MICHAEL		ASSEMBLY	TRENTON	45067	First Review - Approved	\$684.45	5 for - 0 against
ADKINS JR, DONALD		REMODELING CONTRACTOR	HAMILTON	45013	Initial Application - Approved	\$2,500.00	5 for - 0 against
ALLEN, RICKY		DISABLED	HAMILTON	45067	Initial Application - Approved	\$1,892.41	5 for - 0 against
BAILEY , DAVID	BAILEY MAIDEN: LANGDON, PHYLLIS	WIDOW	MIDDLETOWN	45042	Initial Application - Approved	\$500.00	5 for - 0 against
BELCHER JR, JAMES		UNEMPLOYED	MIDDLETOWN	45042	Initial Application - Approved	\$1,659.09	5 for - 0 against
BERRY, BRIAN		DISABLED	MIDDLETOWN	45042	Initial Application - Approved	\$1,599.29	5 for - 0 against
BROWN, CLIFFORD		RETIRED	HAMILTON	45013	Initial Application - Approved	\$345.00	5 for - 0 against
BUTLER , JAMES	BUTLER MAIDEN: GREENE, LULA	WIDOW	MIDDLETOWN	45044	Initial Application - Approved	\$1,568.31	5 for - 0 against
COMBS , EDWARD		E COMMERCE	MIDDLETOWN	45044	Initial Application - Approved	\$428.93	5 for - 0 against
DURAN, MARK		DIRECT SALES	HAMILTON	45013	Initial Application - Approved	\$2,200.00	5 for - 0 against
ENGLISH, ROBERT	ENGLISH, PAULETTE	SPOUSE	MONROE	45050	Initial Application - Approved	\$1,499.41	5 for - 0 against
GIPSON, MICHAEL		RETIRED	ROSS	45014	Initial Application - Approved	\$849.87	5 for - 0 against
HILL, JOSEPH	HILL, BEVERLY	WIDOW	MIDDLETOWN	45044	Initial Application - Approved	\$1,140.10	5 for - 0 against
HUBER, DANIEL		UNEMPLOYED	HAMILTON	45011	Initial Application - Approved	\$1,153.90	5 for - 0 against
MCCRACKEN, CRAIG		MEIJER SELF CHECK OUT	HAMILTON	45013	Initial Application - Approved	\$1,165.00	5 for - 0 against
PAUL, GERALD		MAINTENANCE JAKE SWEENEY	HAMILTON	45013	Initial Application - Approved	\$1,025.03	5 for - 0 against
PRINTUP SR, ROY	PRINTUP MAIDEN: WALKER, LORETTA	WIDOW	HAMILTON	45011	Initial Application - Approved	\$718.92	5 for - 0 against
ROCKHOLD, MARLIN	ROCKHOLD, DAVONNA	WIDOW	FAIRFIELD	45014	Initial Application - Approved	\$571.06	5 for - 0 against
ROSS, JENETTA		DISABLED	FAIRFIELD	45014	Initial Application - Approved	\$1,885.28	5 for - 0 against



**BUTLER COUNTY
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Monthly Meeting Minutes

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<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>
SUMMEROUR, MARIO		CONTRACTOR TEMP SERCIVE	HAMILTON	45013	Initial Application - Approved	\$945.00	5 for - 0 against
TOTH, VERONICA		JEFF WYLER MECHANIC	HAMILTON	45011	Initial Application - Approved	\$1,693.49	5 for - 0 against
WALKER, TYREE		UNEMPLOYED	MIDDLETOWN	45042	Initial Application - Approved	\$205.00	5 for - 0 against
WHITLOCK, RONALD		RETIRED	HAMILTON	45011	Initial Application - Approved	\$296.31	5 for - 0 against
KEIL JR, ROY		UNEMPLOYED	HAMILTON	45011	Initial Application - Denied	\$0.00	5 for - 0 against
PAGE SR., ERSKINE		RETIRED	LIBERTY TWP,	45044	Initial Application - Denied	\$0.00	5 for - 0 against
THOMAS JR, CLINTON	THOMAS , CYNTHIA	WIDOW	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against
CHARLES, JERRY		RETIRED	MIDDLETOWN	45044	Initial Application - Incomplete	\$0.00	5 for - 0 against