



# 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 February 17, 2021:

Commissioner Tom Jeffers, American Legion Representative  
Commissioner Bruce Jones, AmVets Representative  
Commissioner David Reed, DAV Representative  
Commissioner James James Eriksen Jr., VFW Representative

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

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 Jones, and seconded by Commissioner Eriksen, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners February 17, 2021 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
  - a) January 20, 2021 minutes. A motion was made by Commissioner Jones, and seconded by Commissioner Eriksen, 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	Y	X
MOTION CARRIES				

6. **Bill payment and operational expenses approvals:**
  - a) Invoices paid January 11, 2021 – February 12, 2021. A motion to approve was made by Commissioner Reed, and seconded by Commissioner Eriksen.

**BCVSC FEBRUARY 17, 2021 MEETING MINUTES CONTINUED:**

<b>VOTE: To approve listed expenses</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>Y</b>	<b>X</b>
<b>MOTION CARRIES</b>				

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

- a) Thank you card for Service Officer Casey James
- b) Thank you card to our office from Census Bureau
- c) Fund activity statement from Hamilton Community Foundation

**8. Office Outreach and Training Items**

- a) January 2021 Statistical Report was shared for discussion
- b) Outreach calendar
  - 1) February outreach calendar

**9. Old Business:**

- a) None

**10. New Business:**

- a) None

**11. Guests: None**

**12. A motion was made by Commissioner Reed, and seconded by Commissioner Jones to go into closed executive session to discuss Financial Applications adjudicated in January 2021, 1 appeal for financial assistance and COVID-19 staffing.**

<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>Y</b>	<b>X</b>
<b>MOTION CARRIES</b>				

Discussion on Financial Applications adjudicated during January 2021, 1 appeal for Financial Assistance and COVID-19 staffing.

***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 January 2021.** A motion was made by Commissioner Jones, and seconded by Commissioner Eriksen to accept applications from January 1-31, 2021 as adjudicated by Executive Director. (Exhibit 1)

**BCVSC FEBRUARY 17, 2021 MEETING MINUTES CONTINUED:**

<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>Y</b>	<b>X</b>
<b>MOTION CARRIES</b>				

- b) **Vote on appeal for Financial Assistance c/o veteran Perry.** A motion was made by Commissioner Jones, and seconded by Commissioner Reed to give the veteran till COB Friday February 19<sup>th</sup>, 2021 to return all required documents to VBC for adjudication.

<b>VOTE: To approve as written</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>Y</b>	<b>X</b>
<b>MOTION CARRIES</b>				

- c) COVID-19 staffing, no vote required.

14. **Office Operations:**

- a) None

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

- a) **Executive Director:** The staff is doing excellend work and pitching in to help each other. There is a nice sense of teamwork in the office. Digital advertising is doing very well. Cumulus – which produces Sgt Smart Benefits and publishes to Facebook for us, saw great numbers for January – 62K impressions which generated 402 clicks for a click through rate (CTR) of 0.64%. Our CTR is about 9x the nation average. You get this number from #clicks/impressionsx100. 49 visits to bcvets.org via Click coversations and View Through’s, and 3 “Submit Click Conversations” were confirmed (folks submitting the online form). 8K engagements, 24 reactions, and 4 direct shares. iHeart – in the first 2 weeks of digital, produced 17,637 impressions, 214 clicks, with a click through rate of 1.21%. This is 18x the national average. Lisa Meece has been doing very well with picking up the new responsibilities and daily tasks are continuing to expand for her.
- b) **Commissioners:** David Reed – Thanks Mike and rest of staff for doing an outstanding job.

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

Date: **Wednesday, March 17, 2021**  
 Time: **09:30 AM.**  
 Place: **VSC Hamilton Conference Room/WebEx**

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

**BCVSC FEBRUARY 17, 2021 MEETING MINUTES CONTINUED:**

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

 VP.  
Chuck Weber, President

  
Tom Jeffers, Secretary

Butler County Veterans Service Commission

**BCVSC February 17, 2021 MEETING MINUTES CONTINUED:**

<b>Veteran Name</b>	<b>Dependent</b>	<b>Occupation/relationship</b>	<b>City</b>	<b>Zip</b>	<b>Adjudication</b>	<b>Amount</b>	<b>Jan Meeting</b>
Botkins, Michael J.	Rhonda	Widow	Hamilton	45011	Initial	\$2,480.96	5 for-0 against
Boyd, Jermaine		Unemployed	Trenton	45067	Initial	\$2,446.33	5 for-0 against
Brandon, Shawn J.		Unemployed	Hamilton	45011	Initial	\$1,204.32	5 for-0 against
Burton, Joshua F.		Unemployed	Hamilton	45013	Initial	\$ 725.00	5 for-0 against
Cain, Ronald D.		Truck Driver	Hamilton	45013	Initial	\$2,450.02	5 for-0 against
Coston, Jerome		Unemployed	Hamilton	45011	Initial	\$ 892.95	5 for-0 against
Davish Jr., Gary L.		Unemployed	Hamilton	45011	Initial	\$1,145.20	5 for-0 against
Dearth, Gregory S.		Carpentry	Middletown	45042	Initial	\$2,274.65	5 for-0 against
Donges, George R.	Yvonne	Widow	Hamilton	45013	Initial	\$ 824.00	5 for-0 against
Dragoo, Louis E.		Disabled	Hamilton	45013	Initial	\$ 436.97	5 for-0 against
Fletcher Jr., Gary W.		Assistant	Hamilton	45013	Initial	\$1,746.72	5 for-0 against
Forrester IV, Joseph R.		Factory Worker	Middletown	45044	Initial	\$2,166.00	5 for-0 against
Fraley, Cecil S.		Retired	Middletown	45042	Initial	\$ 744.49	5 for-0 against
Jarvis, Timothy L.		Disabled	Hamilton	45015	Initial	\$1,658.71	5 for-0 against
Kern, Jimmy R.	Sherry	Widow	Hamilton	45013	Initial	\$1,111.00	5 for-0 against
McGrath, Thomas W.		Transportation	Fairfield	45014	Initial	\$2,500.00	5 for-0 against
Pelfrey, Kaycee D.		Unemployed	Hamilton	45013	Initial	\$1,161.16	5 for-0 against
Potchik, Carl A.		Unemployed	Middletown	45044	Initial	\$2,027.10	5 for-0 against
Saucedo Jr., Graciano J.		Unemployed	Middletown	45042	Initial	\$ 837.88	5 for-0 against

Shipman, Michael H.		Aerospace	Fairfield	45014	Initial	\$1,767.92	5 for-0 against
Tyree, Christopher A.		Disabled	Hamilton	45013	Initial	\$1,000.00	5 for-0 against
Wilburn, Jeffry L.		Equipment	Middletown	45042	Initial	\$ 705.00	5 for-0 against
Wolf II, Bertram E.		Unemployed	Trenton	45067	Initial	\$1,257.36	5 for-0 against
Young, Terry L.		Disabled	Hamilton	45011	Initial	\$2,091.70	5 for-0 against
Boggs, Jeffery B.		Mechanic	Okeana	45053	Incomplete	\$ -	5 for-0 against
Cates, Mark G.		Retired	Middletown	45044	Incomplete	\$ -	5 for-0 against
Fout, Luke A.		Locomotive	Trenton	45067	Incomplete	\$ -	5 for-0 against
Guigni-Pena, Rafael A.		Customer Service	Seven Mile	45062	Incomplete	\$ -	5 for-0 against
Hall, David M.		Disabled	Middletown	45042	Incomplete	\$ -	5 for-0 against
McGuire, Teresa		Unemployed	Hamilton	45013	Incomplete	\$ -	5 for-0 against
Newman, Randy D.		Unemployed	Middletown	45044	Incomplete	\$ -	5 for-0 against
Clemons, Mark E.		Maintenance Tech	Hamilton	45011	Denied	\$ -	5 for-0 against
Davis Jr., Alva J.		Retired	Hamilton	45011	Denied	\$ -	5 for-0 against
Greene Jr., Harold B.		Disabled	Hamilton	45013	Denied	\$ -	5 for-0 against