



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 11, 2023:

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
Assistant Executive Director/CVSO, Matt Jones
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 moment of silence was held for Clarence Robert Perry, past Commissioner.
4. A motion was made by Commissioner Weber, and seconded by Commissioner Applegate, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners January 11, 2023 regular meeting.
5. A motion was made by Commissioner Weber, and seconded by Commissioner Jones to turn the chair over to Executive Director Mike Farmer to conduct the election of 2023 officers, passing unanimously in favor.
 - a) Commissioner Bruce Jones was nominated for President
 - b) Commissioner Dave Reed was nominated for Vice President
 - c) Commissioner Tom Jeffers was nominated for Secretary
 - d) A motion was made by Commissioner Applegate, and seconded by Commissioner Weber, and passing unanimously, to elect the above as nominated with a white ballot. The Executive Director Mike Farmer turned the meeting back over to Commissioners.

5. Reading Open Meeting and Right to Speak at Meeting guidelines were completed.
6. **Meeting minutes approval:**
 - a) **December 9, 2022 Regular Meeting Minutes.** Motion made by Commissioner Reed, and seconded by Commissioner Weber, 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				

7. **Bill payment and operational expenses approvals:**
 - a) **Invoices paid December 1, 2022 – December 31, 2022.** Motion to approve made by Commissioner Applegate, and seconded by Commissioner Jones.

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

8. **Correspondence/Communications shared with Commissioners:**
 - a) Thank you- Veteran Payne to Matt Jones
9. **Office Outreach, Staff Training and Advertising Items**
 - a) December 2022 Statistical Report was shared for discussion
 - b) January/February Outreach Calendar was shared
10. **Executive Directors Report:**
 - a) Executive Director Mike Farmer gave a brief overview of the light meeting today. Contract negotiations are well underway for transportation Services for April 1 2023 through March 31, 2026. We have seen an increase in calls and foot traffic at the Records Office for ID card which is great as we hope to never run into what happened just a couple years ago. The first quarter advertising has been set with January focused on ID Cards, February on our Dental Program and March with the Caregiver Program with VHA. February 6-9 I will be on the Hill with NACVSO leadership for the leadership and legislative summit.

11. **Old Business:**
a) None
12. **New Business:**
a) None
13. **Guest(s):** Trent Emeneker, VFW
14. **Executive Session.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to enter Closed Executive Session to discuss Financial Applications adjudicated in December 2022, One (1) Appeal for Financial Assistance, 4th Quarter Financial Assistance Application Audit 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				
MA	CW	TJ	DR	BJ
Y	Y	Y	Y	Y
MOTION CARRIES				

Discussion on Financial Applications adjudicated during December 2022, One (1) Financial Appeal, 4th Quarter Financial Assistance Application Audit and Personnel Matters.

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 2022.** A motion was made by Commissioner Weber, and seconded by Commissioner Reed to accept the applications from December 1-31, 2022 as adjudicated by Executive Director. (Exhibit 1)

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

- b) **Vote on Appeal for Assistance c/o Veteran Brown, Jr.** A motion was made by Commissioner Jeffers and seconded by Commissioner Weber to approve the appeal of Veteran Brown Jr., by converting the permanent suspension to a temporary suspension ending 10/01/2023.

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

- c) **Approval of 4rd Quarter Financial Assistance Audit.** A motion was made by Commissioner Jeffers and seconded by Commissioner Weber to accept the 4th Quarter Audit of Financial Assistance Applications.

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

- d) **Vote to approve termination of Peter Mense.** A motion was made by Commissioner Jones and seconded by Commissioner Weber to approve the termination of probationary employee, Peter Mense, Outreach/Peer Mentor Coordinator, as signed by the executive director and employee.

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

16. **Office Operations:**

- a) **Vote on 4th Quarter Employee of the Quarter.** A motion was made by Commissioner Jones and seconded by Commissioner Jeffers to approve Pam Klink as nominated, to be 4th Quarter Employee of the Quarter, 2022.

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

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

- a) Executive Director: None
- b) Commissioners: Commissioner Jones gave appreciation for all who came today and for being re-elected President. Commissioner Weber stated that the Commission is on a good trajectory.

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

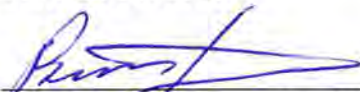
Date: **Wednesday, February 15, 2023 Regular Meeting**

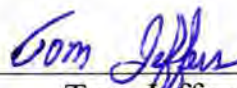
Time: **9:30 A.M.**

Place: **VSC Hamilton Conference Room**

19. 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
12/1/2022 to 12/31/2022**

<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>
BRAUNM, RICHARD	BRAUNM, JOYCE	WIDOW	MIDDLETOWN	45044	Initial Application - Approved	\$1,199.21	5 for - 0 against
BRECKENRIDGE, RADISIA		DISABLED	FAIRFIELD	45014	Initial Application - Approved	\$969.12	5 for - 0 against
CAVER, DWAYNE		FORK LIFT	OXFORD	45056	Initial Application - Approved	\$613.00	5 for - 0 against
ELLIS, JOHN		UNEMPLOYED	HAMILTON	45011	Initial Application - Approved	\$966.42	5 for - 0 against
EVE, ALBERT		MACHINIST	TRENTON	45067	Initial Application - Approved	\$1,465.23	5 for - 0 against
FLANDERS, BRIAN		BAKERY ASSISTANT	MIDDLETOWN	45042	Initial Application - Approved	\$2,003.59	5 for - 0 against
HOLMES JR, MARION		RETIRED	MIDDLETOWN	45044	Initial Application - Approved	\$500.00	5 for - 0 against
MARLOWE, PHILIP		RETIRED	MIDDLETOWN	45042	Initial Application - Approved	\$345.00	5 for - 0 against
MAY JR, ANTHONY		UNEMPLOYED	HAMILTON	45013	Initial Application - Approved	\$1,015.26	5 for - 0 against
MULLINAX, ROGER		UNEMPLOYED	HAMILTON	45013	Initial Application - Approved	\$345.00	5 for - 0 against
ODONNELL, MICHELE		CUSTOMER SERVICE	HAMILTON	45011	Initial Application - Approved	\$1,723.59	5 for - 0 against
PROFITT, SHERYL		RETIRED	HAMILTON	45011	Initial Application - Approved	\$2,033.58	5 for - 0 against
RILEY, MARK		DISABLED	MIDDLETOWN	45044	Initial Application - Approved	\$615.00	5 for - 0 against
ROOF, JAMES		CLEANER	MIDDLETOWN	45042	Initial Application - Approved	\$996.53	5 for - 0 against
SCOTT, RICHARD		PARTS SPECIALIST	HAMILTON	45013	Initial Application - Approved	\$1,000.00	5 for - 0 against
STEWART, JAMES		SELF EMPLOYED CONTRACTOR	HAMILTON	45011	Initial Application - Approved	\$1,394.32	5 for - 0 against
TOWNSEND, DAVID		DISABLED	MIDDLETOWN	45042	Initial Application - Approved	\$847.04	5 for - 0 against
VINEGAR, KENYATTA		COOK	WEST CHESTER	45069	Initial Application - Approved	\$2,430.51	5 for - 0 against
GIST SR, JAMES		DISABLED	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against
MARSDEN, ERIC		UNEMPLOYED	MIDDLETOWN	45044	Initial Application - Denied	\$0.00	5 for - 0 against
NOES, DONALD	NOES MAIDEN: NANTZ, LINDA	WIDOW	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against



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SLAY, MICHAEL		NURSE (RN)	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against
HILL, JOSEPH	HILL, BEVERLY		MIDDLETOWN	45044	Initial Application - Incomplete	\$0.00	5 for - 0 against
JOHNSON, BRUCE	JOHNSON, ABIGAIL	CHILD	HAMILTON	45015	Initial Application - Incomplete	\$0.00	5 for - 0 against
MAZION, OTIS	MAZION, JANICE	WIDOW	FAIRFIELD	45014	Initial Application - Incomplete	\$0.00	5 for - 0 against
WILLINGHAM JR, JESSE	WILLINGHAM MAIDEN: HOLLAND,	WIDOW	WEST CHESTER	45069	Initial Application - Incomplete	\$0.00	5 for - 0 against
BARKER, MICHAEL		ASSEMBLY	TRENTON	45067	Second Review - Approved	\$661.70	5 for - 0 against