



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 July 14, 2021:

Commissioner Tom Jeffers, American Legion Representative
Commissioner Bruce Jones, AmVets Representative
Commissioner David Reed, DAV Representative
Commissioner James Eriksen Jr., VFW Representative (arrived late)
Commissioner Chuck Weber, Member-at-Large

Office Staff Present: Executive Director/CVSO, Mike Farmer
Assistant Executive Director/CVSO, 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 Weber, with all standing for the Pledge of Allegiance.
3. A motion was made by Commissioner Weber, and seconded by Commissioner Reed, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners July 14, 2021 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
 - a) **June 23, 2021 minutes.** A motion was made by Commissioner Weber, 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 June 15, 2021 – July 2, 2021.** A motion to approve was

made by Commissioner Jones, and seconded by Commissioner Weber.

BCVSC JULY 14, 2021 MEETING MINUTES CONTINUED:

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) None

8. **Office Outreach and Training Items**

a) June 2021 Statistical Report was shared for discussion

b) Outreach calendar

1) July outreach calendar

2) Future Events

c) **Approve Fall Service Officer School.** A motion was made by Commissioner Reed, and seconded by Commissioner Jeffers, to approve five service officers to attend Fall Service Officer School September 15 – 17, 2021, NTE \$4,027.

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

d) **Approve OSACVSC Summer Convention.** A motion was made by Commissioner Weber, and seconded by Commissioner Reed, to approve five Commissioners to attend OSACVSC Summer Convention July 23 – 25, 2021, NTE \$2,700.

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

9. **Old Business:**

a) None

10. **New Business:**

a) None

11. **Guests:**

a) None

12. A motion was made by Commissioner Weber, and seconded by Commissioner Jeffers, to go into closed executive session to discuss Financial Applications

adjudicated in June 2021, 2nd Quarter Financial Assistance Audit and 2 appeals for Financial Assistance.

BCVSC JULY 14, 2021 MEETING MINUTES CONTINUED:

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

Discussion on Financial Applications adjudicated during June 2021, 2nd Quarter Financial Assistance Audit and 2 appeals for Financial Assistance.

Commissioner Eriksen joined the meeting during this time

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 June 2021.** A motion was made by Commissioner Jones, and seconded by Commissioner Reed, to accept applications from June 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 2nd Quarter Financial Assistance Audit.** A motion was made by Commissioner Weber, and seconded by Commissioner Eriksen, to accept 2nd Quarter Financial Assistance Audit as written.

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

- c) **Vote on appeal for financial assistance c/o veteran Rowe.** A motion was made by Commissioner Jones, and seconded by Commissioner Eriksen, to approve a fridge NTE \$800, and \$245 food, total aid \$1,045.

VOTE: To approve as written				
TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

- d) **Vote on appeal for financial assistance c/o veteran Gamble.** A motion was made by Commissioner Jones, and seconded by Commissioner Eriksen, to approve \$2,070 rent (direct to landlord, contingent on veteran providing proof he has remaining balance paid), and \$430 for food, total aid \$2,500.

VOTE: To approve as written				
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TJ	BJ	DR	JE	CW
Y	Y	Y	Y	Y
MOTION CARRIES				

14. Office Operations:

BCVSC JULY 14, 2021 MEETING MINUTES CONTINUED:

- a) **Vote of Employee of the Quarter.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to approve Lisa Meece as 2nd Quarter Employee of the Quarter 2021.

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

- b) **Approval of disposal list for Middletown Office.** A motion was made by Commissioner Jones, and seconded by Commissioner Eriksen, to approve disposal list for Middletown Office as written.

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

15. Statements, comments and/or discussion by:

- a) **Executive Director:** The office staff is doing an excellent job. Steven is on his own. Pam is new and in training. Call volume is up. Service work is good and they are back in to training. Next meeting is going to have 2022 budget presentations from iHeart Radio and Cumulus. Also, annual report should be on the next meeting.

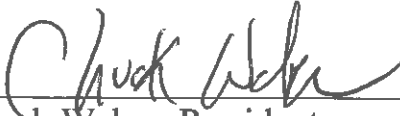
- b) **Commissioners:** None

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

Date: **Wednesday, August 18, 2021**
Time: **09:30 AM**
Place: **VSC Hamilton Conference Room**

17. A motion was made by Commissioner Eriksen, 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:



Chuck Weber, President



Tom Jeffers, Secretary

Butler County Veterans Service Commission

BCVSC July 14, 2021 MEETING MINUTES CONTINUED:

Veteran Name	Dependent	Occupation/r elationship	City	Zip	Adjudication	Amount	Jul Meeting
Bailey, David M.	Phyllis	Widow	Middletown	45042	Initial	\$ 640.40	5 for-0 against
Carroll Jr., Melvin H.	Kimberly	Widow	Middletown	45044	Initial	\$ 1,519.16	5 for-0 against
Douglas, Todd A.		Unemployed	Fairfield	45014	Initial	\$ 2,499.54	5 for-0 against
Dragoo, Louis E.		Disabled	Hamilton	45013	Initial	\$ 345.00	5 for-0 against
Fogle, Joseph T.		Disabled	West Chester	45069	Initial	\$ 1,169.45	5 for-0 against
Fordyce, David S.		Unemployed	Middletown	45042	Initial	\$ 1,474.59	5 for-0 against
Koster, Phillip M.		Disabled	West Chester	45069	Initial	\$ 715.00	5 for-0 against
Kovac, Eric L.	Audrey	Widow	Hamilton	45013	Initial	\$ 1,217.97	5 for-0 against
Meibers, Joseph R.		Retired	West Chester	45069	Initial	\$ 1,114.67	5 for-0 against
Nutter, Douglas H.		Disabled	Middletown	45042	Initial	\$ 2,299.78	5 for-0 against
Romero, Moses	Melanie	Spouse	Middletown	45042	Initial	\$ 933.16	5 for-0 against
Stout, James K.	Amy	Widow	Hamilton	45011	Initial	\$ 905.00	5 for-0 against
Sturgill, Maney P.	Tonja	Widow	Hamilton	45013	Initial	\$ 1,625.62	5 for-0 against
Swindall, Timothy W.		Employeed	Middletown	45042	Initial	\$ 1,811.78	5 for-0 against
Thomas, Don G.		Disabled	Middletown	45044	Initial	\$ 621.00	5 for-0 against
Wallace, Joseph A.		Retired	Hamilton	45015	Initial	\$ 405.00	5 for-0 against
Williams, Donson R.		Disabled	Hamilton	45013	Initial	\$ 205.00	5 for-0 against