



BUTLER COUNTY
VETERANS SERVICE
COMMISSION

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 BCVets.org

BOARD MEETING
June 12, 2024

1. The meeting of the Butler County Veterans Service Commission- Board of Commissioners was called to order by Commissioner Jones.
2. A roll call was conducted and recorded the following attendance for this regular meeting on June 12, 2024.

Name	Organization	Present	Absent
Commissioner Jones	AMVETS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Reed	DAV	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Applegate	VFW	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Calihan	American Legion	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Robinette	At-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Office Staff Present: Executive Director/CVSO, Mike Farmer
 Assistant Executive Director/CVSO, Matt Jones
 Executive Assistant, Lisa Meece

3. Board President Business

- a. All who were able stood for the Pledge of Allegiance.
- b. A motion was made by Commissioner Applegate, and seconded by Commissioner Calihan to approve the agenda for June 12, 2024. No discussion.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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4. Board President Business

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Calihan to approve the Board meeting minutes from May 22, 2024 as written. No discussion.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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- b. A report on the Suicide Prevention Committee was given by Commissioner Applegate. Commissioner Applegate shared that there is nothing new to report. The next meeting will be held on June 27th at 2:00 PM in the Commission’s board room. The committee will begin working heavily on the Silent Watch event that is coming up in September.
- c. A report on the Veterans Day Event committee was given by Commissioner Calihan. Commissioner Calihan shared that the last committee meeting was held June 10th and there is a lot in discussion going on. We are looking at the possibility of two sponsors as well as adding a “Fun Zone.” We are working with River’s Edge to have a visual lightboard running a loop of images and videos from Commission events throughout the year. Mike created a flyer that is being sent to the potential speaker. The music is all together along with the donation from Molsen Coors. Molsen Coors has ordered the cozies and we are waiting on some answers back for some other things.
- d. An update report was given by Executive Director Mike Farmer. Executive Director Farmer shared that we are heading into the large event/outreach season for the office. The Butler County Fair (July 21-26), Veterans Appreciation Day (August 24th) which will be held at Marcum Park and River’s Edge. We are creating a special video similar to the banner programs that are around in the different communities. The form we will use to solicit the information will be available online after the meeting- the deadline is August 2nd. After that Silent Watch is coming up followed by Veterans Day and caroling during the holidays.

Discussions have resurfaced again about new space utilization, but it is still very early in the process. He will hold off for any further discussion. There are two meetings planned within the next two weeks to move this forward.

The commission is working very closely with multiple agencies and departments to review the homeless within Butler County and what can be done to better serve those who are either at risk for homelessness or are currently homeless and unsheltered. This will involve the VA medical centers in Dayton and Cincinnati as well as community resources.

Martin Schneider, the Administrator for the Butler County Coroner’s Office, plans to give a presentation at the July 17th meeting about veteran deaths by suicide in Butler County as well as address any questions the board may have for the office or our partnership.

5. Bill Payment and Operational Expenses Approvals

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Calihan to approve the listed bills for May 1, 2024 – May 31, 2024. No discussion.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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6. Correspondence/Communications

- a. None

7. Statistical Reporting and Outreach

- a. May 2024 Statistical Report was shared for discussion.
- b. June/July Outreach Calendar was shared for discussion.

8. New Business

- a. Approve the 2023 Annual Report for the agency as Submitted by the Executive Director.
- b. Approve and authorize the Executive Director to execute a Contract extension with Scripps Media Inc having previously entered into a service Contract on August 16, 2023, extending the services for a period of (6) six months in accordance to paragraph 1 of Contract 202308VSC2 in an amount not to exceed \$22,500.
- c. Approve Increasing the Car Repair Lifetime Maximum from \$2,500.00 to \$5,000.00 under our emergency financial assistance program.
- d. Approve the posting of (1) one Administrative Assistant position to be filled as soon as possible.
- e. Approve (1) one Service Officer: Matt Jones to attend OSACVSO Summer Quarterly in Columbus, Ohio July 19, 2024 in an amount not to exceed \$238.08.
- f. Approve (5) five Commissioners: Bruce Jones, Mark Applegate, Ken Calihan, Greg Robinette and Chuck Rosenbalm and (1) one Executive Director: Mike Farmer to attend the OSAVSC Summer Quarterly in Columbus, Ohio July 25-27, 2024 in an amount not to exceed \$3,986.68.
- g. Approve and authorize the Executive Director to execute contract 2024-05-VSC1 With Atomic Data LLC for hosting and technical support services as proposed in RFP 2024-05-VSC1 in an amount not to exceed \$512,544 for the period of July 1, 2024 through June 30, 2029.
- h. Review the proposal from Local12 for the period of July 1 through December 31, 2024 for a TV series in an amount of \$24,775.00.

A motion was made by Commissioner Applegate, and seconded by Commissioner Calihan to approve the New Business as presented, minus item 8h.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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9. Guest(s): Deanna Brown, Housing Specialist (SSVF) Talbert House

10. Executive Session:

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Calihan to enter Executive Session to discuss Financial Applications adjudicated May 1 – May 31, 2024, One (1) appeal for Financial Assistance and to discuss the appointment of a public employee.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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Discussion on Financial Applications adjudicated May 1 – May 31, 2024, One (1) Appeal for Financial Assistance and to discuss the appointment of a public employee.

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

11. Items from Executive Session for Vote

- a. A motion was made by Commissioner Applegate, seconded by Commissioner Calihan to accept the Financial Assistance Application from May 1 – May 31, 2024 as adjudicated by the Executive Director. (Exhibit 1)

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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- b. A motion was made by Commissioner Applegate, seconded by Commissioner Calihan to approve the appeal for Financial Assistance for veteran Pearl for rent in the amount of \$700.00 and up to \$1528.42 for an electric bill.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Jones
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12. Office Operations

- a. July 4th Parade Participation
 - i. Which parade? Hamilton, Monroe, Liberty Township, other?
 - ii. The Commissioners agreed that since the commission participated in the Liberty parade last year, we should participate in the Hamilton parade this year. The commission will rotate locations as current staffing levels permit.

13. Items for Discussion

- a. Commissioner Comments: Commissioner Calihan: No comments. Commissioner Robinette: No comments. Commissioner Applegate: No comments. Commissioner Jones: Asks that the Commissioners please know by the next meeting if they intend to stay one or two evenings for the Summer Conference and Training. This is the event that will have a dinner on Saturday and new leadership will be sworn in.
- b. Director/Executive Leadership Comments:
 - i. Mike Farmer- Wants to highlight the volume of phone calls, that the staff is wearing multiple hats in the office, and we appreciate everything that they are doing. That the Commission is second to none in the industry we are in and that it is because of the staff. He is thankful for a good staff behind everyone in this room and he hopes they keep up the great work as we go into the second half of the year.
 - ii. Matt Jones- No comments.
 - iii. Lisa Meece- No comments.

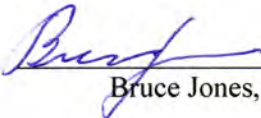
14. Next scheduled meeting:

Date: Wednesday, July 17, 2024 Regular Meeting
Time: 9:30 A.M.
Place: Veterans Service Commission, Conference Room

15. Adjournment

A motion to adjourn was made by Commissioner Applegate, seconded by Commissioner Calihan. No discussion.

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



Bruce Jones, President



Mark Applegate, Secretary

Butler County Veterans Service Commission



BUTLER COUNTY VETERANS SERVICE COMMISSION

Monthly Meeting Minutes Application Period

05/01/2024 to 05/31/2024

Veteran Full Name	Dependant Applicant Name	Occupation or Relationship	City	Zip	Adjudication	Approved Aid	Meeting
BELLARD, AUBREY		DIE CUTTER HELPER	MIDDLETOWN	45044	Initial Application Approved	\$1,082.62	5 for - 0 against
BROWN, LAWRENCE		UNEMPLOYED	WEST CHESTER	45069	Initial Application Incomplete	\$0.00	5 for - 0 against
BURT, CHRISTOPHER		BUS DRIVER	MIDDLETOWN	45044	Initial Application Approved	\$1,260.42	5 for - 0 against
CHESNUT, KEVIN		UNION CARPENTER	HAMILTON	45013	Initial Application Approved	\$843.85	5 for - 0 against
COOPER, DAVID		DISABLED	FAIRFIELD TOWNSHIP	45015	Initial Application Approved	\$1,860.07	5 for - 0 against
DALE JR, SAMMY		CDL TRUCK DRIVER	FAIRFIELD	45014	Initial Application Approved	\$920.00	5 for - 0 against
HALL, TRACEY		EQUIPMENT REPAIR ASSOCIATES	HAMILTON	45015	Initial Application Approved	\$1,909.26	5 for - 0 against
HUFFMAN, JAMES		RETIRED	MONROE	45050	Initial Application Approved	\$486.00	5 for - 0 against
JARVIS , TIMOTHY		DISABLED	HAMILTON	45015	Initial Application Approved	\$1,511.00	5 for - 0 against
LEWIS, JOSHUA	LEWIS, CEIRRA	SPOUSE	WEST CHESTER	45069	Initial Application Approved	\$310.06	5 for - 0 against
MORRIS, ANTHONY		UNEMPLOYED/STUDENT/VOLUNTEER	FAIRFIELD	45014	Initial Application Approved	\$615.00	5 for - 0 against
MYERS, MYRON		DISABLED	MIDDLETOWN	45044	Initial Application Approved	\$1,077.99	5 for - 0 against
NEWMAN, BRAD		UNEMPLOYED	MIDDLETOWN	45042	Initial Application Approved	\$1,506.26	5 for - 0 against
OHAIR, WILLIAM	O'HAIR, NORMA	WIDOW	MIDDLETOWN	45042	Initial Application Approved	\$2,292.21	5 for - 0 against
PAYNE, DONALD		CARPENTER	HAMILTON	45015	Initial Application Incomplete	\$0.00	5 for - 0 against
PETTIGREW, ROBIN		DISABLED	HAMILTON	45013	Initial Application Approved	\$2,500.00	5 for - 0 against
PORTER , THOMAS	PORTER MAIDEN: HILEMAN, BLANCHE	WIDOW	HAMILTON	45013	Initial Application Approved	\$1,925.86	5 for - 0 against
STEEL, JOHN		RETIRED/DISABLED	MONROE	45050	Initial Application Approved	\$675.00	5 for - 0 against
STURGILL, MANEY	STURGILL, TONJA	WIDOW	HAMILTON	45013	Initial Application Denied	\$0.00	5 for - 0 against
WALTERS, GARY	WALTERS, LAURA	WIDOW	MIDDLETOWN	45044	First Review Approved	\$1,487.20	5 for - 0 against
YOUNG, ROGER	YOUNG, TRACI	WIDOW	HAMILTON	45013	Initial Application Approved	\$2,500.00	5 for - 0 against