



BUTLER COUNTY VETERANS SERVICE COMMISSION

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BCVets.org

BOARD MEETING May 22, 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 May 22, 2024.

Name	Organization	Present	Absent
Commissioner Jones	AMVETS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Reed	DAV	<input checked="" type="checkbox"/>	<input 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
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 Reed to approve the agenda for May 22, 2024. No discussion.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
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MOTION CARRIES				

4. Board President Business

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the Board meeting minutes from April 17, 2024 as written. No discussion.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain
MOTION CARRIES				

- b. A report on the Suicide Prevention Committee was given by Commissioner Applegate. Commissioner Applegate shared that the next committee meeting will be held tomorrow, May 23, 2024 in the commission board room at 2:00 p.m.- everyone is welcome.
- c. A report on the Veterans Day Event committee was given by Commissioner Calihan. Commissioner Calihan shared that there is no new news and that the next meeting will be held on June, 6, 2024.
- d. An update report was given by Executive Director Mike Farmer. May was a large month for outreach events. The office supported the Retirement and Health Expo at the Sharonville Convention center which saw 2,000+ attendees trickle through it just under 3 hours. 4 Service Officers gave small presentations on various projects and the agency was able to pin over 47 Vietnam Veterans with 50th Anniversary pins.

The Service Officer team took full advantage of the National Association of County Veterans Service Officers Annual Training Conference which boasted the largest attendance ever with over 900 Service Officers from across the nation coming together. Speakers include Under Secretary of Veterans Benefits Administration, Joshua Jacobs, The Assistant Deputy Undersecretary with the Office of Automated Benefits Delivery Mr. Paul Shute who recognized your staff from identifying and calling out an error which required a fast stop and many more.

We had two Commissioners, and one staff present at the filming of the Mental Health Town Hall Meeting with mental health professionals from across the county and tonight we are presenting to the Ohio Funeral Directors and Embalmers Association about burial benefits to include our indigent burial process.

Later this morning the Board will be asked to approve the RFP for our next two (2) years of advertising.

The Commission is now in the final stages of moving towards a contract for the hosting of our application and support of the Transportation/Financial Assistance database. This will be on your June 12 meeting agenda for approval.

5. Presentation

- a. A presentation was given by Jim Post, Amanda Blume and Amy Ross from Spectrum Reach.

6. Bill Payment and Operational Expenses Approvals

- a. A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the listed bills for April 1, 2024 – April 30, 2024. No discussion.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
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MOTION CARRIES				

7. Correspondence/Communications

- a. Thank-You card to Matt Jones- c/o Veteran Whatley was shared

8. Statistical Reporting and Outreach

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

9. New Business

- a. Approve and authorize the Executive Director to publish an RFP requesting proposal for advertising services for the period of January 1, 2025 through December 31, 2026.
- b. Approve design and purchase of 750 challenge coins for 2024 as submitted in the amount of \$3,210.00.
- c. Approve design and purchase of 300 t-shirts for 2024 fair give-a-ways to veterans as submitted in the amount of \$3070.00.

A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to approve the New Business as presented.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain
MOTION CARRIES				

10. Guest(s): None

11. Executive Session:

A motion was made by Commissioner Applegate, and seconded by Commissioner Reed to enter Executive Session to discuss Financial Applications adjudicated April 1 – April 30, 2024 and to discuss the appointment of a public employee.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain
MOTION CARRIES				

Discussion on Financial Applications adjudicated April 1 – April 30, 2024, and the appointment, employment or discipline of a public employee.

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

12. Items from Executive Session for Vote

- a. A motion was made by Commissioner Applegate, seconded by Commissioner Reed to accept the Financial Assistance Application from April 1 – April 30, 2024 as adjudicated by the Executive Director. (Exhibit 1)

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Yay <input type="checkbox"/> Nay <input type="checkbox"/> Abstain
MOTION CARRIES				

13. Office Operations

- a. None

14. Items for Discussion

- a. Commissioner Comments: Commissioner Applegate shared that on May 9th he attended a Butler County Suicide Prevention Coalition Meeting in which he accepted an award for our Commission as Community Partner of the Year. Commissioner Calihan thanked the staff for their work on mental health. Commissioner Applegate shared that he visited Mustang Journey of OH with Judge Oester and the Veterans Treatment Court and that Daniel Frederick graduated yesterday. Commissioner Applegate will be going to the governor’s wreath laying ceremony tomorrow. Commissioner Jones asked the board if they are interested into looking into expanding our financial assistance program to provide low cost vehicles to veterans in need, verses sometimes sinking money into limitless repairs. He also asked if there was interest in expanding the Dental program after it’s first three years. Veterans have shared that they are in need of additional services, such as extractions, cavities, dentures, etc. The board agreed overall that the commission should look in to both topics. Commissioner Jones then thanked the staff.
- b. Director/Executive Leadership Comments:
 - i. Mike Farmer- Director Farmer thanked the staff for a job well done especially with all of the recent outreach.

15. Next scheduled meeting:

Date: Wednesday, June 12, 2024 Regular Meeting
 Time: 9:30 A.M.
 Place: Veterans Service Commission, Conference Room

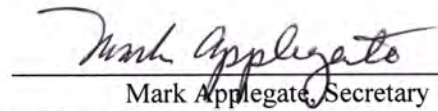
16. Adjournment

A motion to adjourn was made by Commissioner Applegate, seconded by Commissioner Reed. 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

04/01/2024 to 04/30/2024

Veteran Full Name	Dependant Applicant Name	Occupation or Relationship	City	Zip	Adjudication	Approved Aid	Meeting
BAKER, JEFFREY		UNEMPLOYED	MIDDLETOWN	45042	Initial Application Approved	\$1,746.00	5 for - 0 against
CHENAULT JR, CHARLES		DISABLED	MIDDLETOWN	45044	Initial Application Approved	\$536.00	5 for - 0 against
EVERSOLE, JAMES		DISABLED	HAMILTON	45011	Initial Application Approved	\$1,476.37	5 for - 0 against
FRANKLIN JR, LONNIE		MAINTENANCE	HAMILTON	45015	Initial Application Approved	\$1,959.53	5 for - 0 against
HAINES, PRESTON		UNEMPLOYED	HAMILTON	45013	Initial Application Approved	\$536.00	5 for - 0 against
LOWE, JAMES		RETIRED	HAMILTON	45015	Initial Application Approved	\$426.00	5 for - 0 against
MCCRACKEN, CRAIG		MEIJER SELF CHECK OUT CLERK	HAMILTON	45013	Initial Application Approved	\$1,820.54	5 for - 0 against
NEWMAN, BRAD		UNEMPLOYED	MIDDLETOWN	45042	Initial Application Approved	\$852.66	5 for - 0 against
PEARL, MICHAEL	PEARL, ANGELA	WIDOW	LIBERTY TOWNSHIP	45044	Initial Application Appeal / Approved	\$2,424.59	5 for - 0 against
PORTER, JACQUELINE		RETURNS CLERK	FAIRFIELD	45014	Initial Application Approved	\$2,298.72	5 for - 0 against
REEDER, JASON		LICENSED MASSAGE THERAPIST	HAMILTON	45013	Initial Application Approved	\$729.92	5 for - 0 against
SANCHEZ, VANESSA		UNEMPLOYED	FAIRFIELD	45014	Initial Application Approved	\$1,609.62	5 for - 0 against
SCOTT, SCOTTY	SCOTT, KIMBERLY	SPOUSE	MIDDLETOWN	45042	Initial Application Approved	\$228.74	5 for - 0 against
SMITH, MICHAEL		UNEMPLOYED	WEST CHESTER	45069	Initial Application Approved	\$1,614.62	5 for - 0 against
SMITH JR, WILLIAM		PAINTER	HAMILTON	45013	Initial Application Approved	\$426.00	5 for - 0 against
STEWART, DESILE		LABOR TECH	FAIRFIELD	45014	Initial Application Incomplete	\$0.00	5 for - 0 against
TIMPSON, JADA		SERVER	FAIRFIELD	45014	Initial Application Approved	\$1,043.50	5 for - 0 against
TURNER, JONATHON		SUB CONTRACTOR	HAMILTON	45011	Initial Application Approved	\$1,510.00	5 for - 0 against
WALTERS, GARY	WALTERS, LAURA	WIDOW	MIDDLETOWN	45044	Initial Application Approved	\$1,402.20	5 for - 0 against

Final Agenda for the May 22, 2024

BCVSC- BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

1. Call to order
2. Roll Call

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

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

3. **Board President Business**
 - a. Pledge of Allegiance.
 - b. Approve the agenda for May 22, 2024.

Motion to approve the agenda for May 22, 2024.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay
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<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain

4. **Board President Business**
 - a. Approve April 17, 2024 Meeting Minutes.

A motion to approve the April 17, 2024 minutes.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay
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- b. Suicide Prevention Committee Report
 - c. Veterans Appreciation Day Committee Report
 - d. Executive Director Report

5. Presentation

- a. Spectrum Reach- Jim Post/Amanda Blume

6. Bill Payment and Operational Expenses Approvals

- a. A motion to approve the listed bills for April 1, 2024 – April 30, 2024.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay
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7. Correspondence/Communications

- a. Thank-You card to Matt Jones- c/o Veteran Whatley

8. Statistical Reporting and Outreach

- a. April 2024 Statistical Report
- b. May/June Outreach Calendar

9. New Business

- a. Approve and authorize the Executive Director to publish an RFP requesting proposal for advertising services for the period of January 1, 2025 through December 31, 2026.
- b. Approve design and purchase of 750 challenge coins for 2024 as submitted in the amount of \$3,210.00.
- c. Approve design and purchase of 300 t-shirts for 2024 fair give-a-ways to veterans as submitted in the amount of \$3070.00.

A motion to approve the New Business as presented.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay
<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay	<input type="checkbox"/> Nay
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain

10. Guest(s):

11. Executive Session:

- a. A motion to enter Executive Session to discuss Financial Applications adjudicated April 1- April 30, 2024 and to discuss the appointment, employment or discipline of a public employee.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay	<input type="checkbox"/> Yay
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At this time the BCVSC-BOC exited from Executive Session to vote on items discussed as needed.

12. Items from Executive Session for Vote

- a. Accept the Financial Assistance Applications from April 1 – April 30, 2024 as adjudicated by the Executive Director.

A motion to accept the Financial Applications.

Commissioner Robinette	Commissioner Calihan	Commissioner Applegate	Commissioner Reed	Commissioner Jones
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13. Office Operations

- a. None

14. Items for Discussion

- b. Commissioner Comments: Automobile Repairs and Dental
- a. Director/Executive Leadership Comments:

15. Next scheduled meeting:

Date: Wednesday, June 12, 2024 Regular Meeting

Time: 9:30 A.M.

Place: Veterans Service Commission, Conference Room

16. Adjournment