



# 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 October 19, 2022:

Commissioner Bruce Jones, AMVETS 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 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 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 October 19, 2022 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
  - a) **September 7, 2022 Regular Meeting Minutes.** Motion made by Commissioner Weber, and seconded by Commissioner Jeffers, 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	NP	Y
MOTION CARRIES				

6. **Bill payment and operational expenses approvals:**

a) **Invoices paid September 1, 2022 – September 30, 2022.** Motion to approve made by Commissioner Applegate, and seconded by Commissioner Jeffers.

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

7. **Executive Directors Report covered the following topics:**

- a) 2023 Operating Budget
- b) Camp Lejeune Justice Act
- c) Vet Center/City of Hamilton
- d) Overview

8. **Correspondence/Communications shared with Commissioners:**

- a) Thank you- Veteran Sedgwick to Tian Myers
- b) Thank you- Veteran Caver to Pam Klink
- c) Thank you- Veteran Church to Staff
- d) Thank you- Senator Brown to Mike Farmer

9. **Office Outreach and Training Items**

- a) September 2022 Statistical Report was shared for discussion
- b) October/November Outreach Calendar was shared
- c) Middletown, Butler County and West Chester Veterans Day information was shared

10. **Old Business:**

- a) **Cox Media.** Motion made by Commissioner Jeffers, and seconded by Commissioner Applegate, to proceed contract negotiations for print advertisement service effective January 1, 2023 – December 31, 2023 for a cost not to exceed \$10,176.00.

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



- b) **Key-Ads.** Motion made by Commissioner Jeffers, and seconded by Commissioner Weber, to proceed contract negotiations for billboard advertisement services effective January 1, 2023 – December 31, 2023 not to exceed \$31,200.00.

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

11. **New Business:**

- a) **Chamber of Commerce Memberships.** Motion made by Commissioner Weber, and seconded by Commissioner Jeffers, to approve joining West Chester Chamber of Commerce not to exceed \$395.00 in cost and Hamilton Chamber of Commerce not to exceed \$355.00, both for the next year.

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

- b) **Fox19Now.** Motion made by Commissioner Weber, and seconded by Commissioner Applegate, to proceed contract negotiations with FOX19Now regarding RFP 2022-09-VSC3 not to exceed \$60,000.00 annually for the calendar years 2023-2024.

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

- c) **Spectrum Reach.** Motion made by Commissioner Jeffers, and seconded by Commissioner Weber, to proceed contract negotiations with Spectrum Reach regarding RFP 2022-09-VSC3 not to exceed \$84,285.00 annually for the calendar years 2023-2024.

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

- d) **Cumulus.** Motion made by Commissioner Applegate, and seconded by Commissioner Jones, to proceed contract negotiations with Cumulus regarding RFP 2022-09-VSC3 not to exceed \$105,715.00 annually for the calendar years 2023-2024.

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

- e) **iHeart Media.** Motion made by Commissioner Jeffers, and seconded by Commissioner Weber, to proceed contract negotiations with iHeart Media regarding RFP 2022-09-VSC3 not to exceed \$50,000.00 annually for the calendar years 2023-2024.

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

12. **Guests:** None.

13. **Executive Session.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to go into closed executive session to discuss financial applications for September 2022, to review the 3<sup>rd</sup> Quarter Financial Applications Audit and one Appeal for financial assistance.

VOTE: To go into closed session				
MA	CW	TJ	DR	BJ
Y	Y	Y	NP	Y
MOTION CARRIES				

Discussion on Financial Applications adjudicated during September 2022, the 3<sup>rd</sup> Quarter Financial Assistance Audit and one Appeal for Financial Assistance.

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

14. **Veteran case votes on items from Executive Session**

- a) **Accept Applications as Adjudicated in September 2022.** A motion was made by Commissioner Jeffers, and seconded by Commissioner Weber to accept the applications from September 1-30, 2022 as adjudicated by Executive Director. (Exhibit 1)

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

- b) **Approval of 3<sup>rd</sup> Quarter Financial Assistance Audit.** A motion was made by Commissioner Jeffers and seconded by Commissioner Applegate to accept the 3<sup>rd</sup> Quarter Audit of Financial Assistance Applications. (Exhibit 2)

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

- c) **Vote on Appeal for Assistance c/o Veteran Horvath.** A motion was made by Commissioner Jones and seconded by Commissioner Applegate to approve appeal with 2 reviews, refer directly to DVOP and with the expectation to be gainfully employed by December 31, 2022.

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

15. **Office Operations:**

- a) **Vote on 3<sup>rd</sup> Quarter Employee of the Quarter.** A motion was made by Commissioner Jones and seconded by Commissioner Jeffers to approve Lisa Meece as nominated, to be 3<sup>rd</sup> Quarter Employee of the Quarter, 2022.

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



- b) **Vote on Rental of a Storage Unit.** A motion was made by Commissioner Jones and seconded by Commissioner Weber to approve rental of a storage unit, not to exceed \$2,000.00 in cost annually.

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

- c) **Vote on Purchasing of Sound Equipment.** A motion was made by Commissioner Jones and seconded by Commissioner Applegate to approve the purchase of sound equipment, not to exceed \$3,000.00 in cost.

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

- d) **Vote on 2022 Veteran of the Year Nominations.** A motion was made by Commissioner Weber and seconded by Commissioner Jones to approve the nomination of Fred Bailey as Veteran of the Year for 2022.

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

- e) **Vote on Fall Conference.** A motion was made by Commissioner Jones and seconded by Commissioner Weber to approve three Commissioners to attend the Fall Conference and Training 11/18- 11/20/2022, not to exceed \$1,613.00.

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

- f) **Vote on Advanced Appeals.** A motion was made by Commissioner Jones and seconded by Commissioner Applegate to approve Matt Jones to attend Advanced Appeals online, not to exceed \$250.00.

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

- g) **Vote on Property Disposal.** A motion was made by Commissioner Jones and seconded by Commissioner Weber to approve the disposal of four office chairs (Tag #124922/Blue Faux Leather Office Chair/Broken and 3x/No Tag #'s/Black Faux Leather Desk Chairs/Worn).

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

- h) **Vote on Advertising Coasters.** A motion was made by Commissioner Applegate and seconded by Commissioner Jones to approve the purchase of advertising coasters for the Butler County Veteran's Suicide Prevention Sub-Committee not to exceed \$15,000.00.

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

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

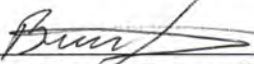
- a) Executive Director: None
- d) Commissioners: Commissioner Weber thanked the Butler County Veterans Service Commission staff and said that he has seen great improvement over the last two years.

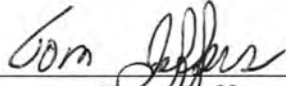
17. The date and time of the next meeting is posted as:

Date: **Wednesday, November 16, 2022 Regular Meeting**  
Time: **9:30 A.M.**  
Place: **VSC Hamilton Conference Room**

18. A motion was made by Commissioner Jeffers seconded by Commissioner Weber 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

9/1/2022 to 9/30/2022

<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>
ANDERSON, DOUGLAS		UNEMPLOYED	WEST CHESTER	45069	Initial Application - Approved	\$485.00	5 for - 0 against
ATHERTON , ROBERT	ATHERTON, LINDA	WIDOW	HAMILTON	45015	Initial Application - Approved	\$284.00	5 for - 0 against
BANKS, TEELA		UNEMPLOYED	HAMILTON	45013	Initial Application - Approved	\$890.00	5 for - 0 against
CHENAULT JR, CHARLES		DISABLED	MIDDLETOWN	45044	Initial Application - Approved	\$455.00	5 for - 0 against
CONLEY JR, MURRIE		DISABLED	MIDDLETOWN	45044	Initial Application - Approved	\$500.00	5 for - 0 against
EVANS , DAVE	EVANS , KAREN	WIDOWER	HAMILTON	45013	Initial Application - Approved	\$340.99	5 for - 0 against
GEIS, MICHAEL		DELIVERY DRIVER	HAMILTON	45013	Initial Application - Approved	\$345.00	5 for - 0 against
HULL, JESSIE		DSP DIRECT SUPPORT	MIDDLETOWN	45044	Initial Application - Approved	\$2,500.00	5 for - 0 against
JONES , SARAH		UNEMPLOYED	MIDDLETOWN	45044	Initial Application - Approved	\$2,043.65	5 for - 0 against
MAFFETT, JACOB		MACHINE OPERATOR	HAMILTON	45015	Initial Application - Approved	\$844.29	5 for - 0 against
MCGUIRE , MICHAEL		PICKER	HAMILTON	45015	Initial Application - Approved	\$2,500.00	5 for - 0 against
MITCHELL , STEVEN		RETIRED	LIBERTY TWP	45011	Initial Application - Approved	\$400.00	5 for - 0 against
MOORE, BOBBY		RETIRED	FAIRFIELD	45014	Initial Application - Approved	\$904.73	5 for - 0 against
MORGAN, MICHAEL		RETIRED	FAIRFIELD	45014	Initial Application - Approved	\$1,537.00	5 for - 0 against
PAGE SR., ERSKINE		RETIRED	LIBERTY TWP,	45044	Initial Application - Approved	\$595.00	5 for - 0 against
PRICE SR, KENT		DISABLED/RETIRE D	MIDDLETOWN	45042	Initial Application - Approved	\$610.00	5 for - 0 against
SANDLIN, PAUL		DISABLED	HAMILTON	45013	Initial Application - Approved	\$732.62	5 for - 0 against
STROTHER, ROBERT		UNEMPLOYED	HAMILTON	45013	Initial Application - Approved	\$610.00	5 for - 0 against
THOMPSON, DALE		UNEMPLOYED	HAMILTON	45011	Initial Application - Approved	\$660.00	5 for - 0 against
BUTTREE , WILLIAM		DISABLED	HAMILTON	45013	Initial Application - Denied	\$0.00	5 for - 0 against
DAVIS JR, DENNIS		UNEMPLOYED	WEST CHESTER	45069	Initial Application - Denied	\$0.00	5 for - 0 against





**BUTLER COUNTY**  
**VETERANS SERVICE COMMISSION**

**Monthly Meeting Minutes**

**Application Period**

**9/1/2022 to 9/30/2022**

<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>
DOUGLAS , TODD		DISABLED	FAIRFIELD	45014	Initial Application - Denied	\$0.00	5 for - 0 against
FRANZ, BENJAMIN		UNEMPLOYED	MIDDLETOWN	45042	Initial Application - Denied	\$0.00	5 for - 0 against
HILL, EDWARD		DISABLED	MIDDLETOWN	45044	Initial Application - Denied	\$0.00	5 for - 0 against
HUDSON, CHARLES		TEACHERS AID	FAIRFIELD	45014	Initial Application - Denied	\$0.00	5 for - 0 against
SULLIVAN , JOHNNY		DISABLED	MIDDLETOWN	45042	Initial Application - Denied	\$0.00	5 for - 0 against
CASSIDY, EMILIE		RETIRED	MIDDLETOWN	45044	Initial Application - Incomplete	\$0.00	5 for - 0 against
CAVER, DWAYNE		FORK LIFT	HAMILTON	45011	Initial Application - Incomplete	\$0.00	5 for - 0 against
GEORGE, TIMOTHY		DISABLED	HAMILTON	45012	Initial Application - Incomplete	\$0.00	5 for - 0 against
TOTH, VERONICA		JEFF WYLER MECHANIC	HAMILTON	45011	Initial Application - Incomplete	\$0.00	5 for - 0 against