



# 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 September 8, 2021:

Commissioner Tom Jeffers, American Legion Representative  
Commissioner Bruce Jones, AmVets Representative  
Commissioner David Reed, DAV Representative  
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 Jones, and seconded by Commissioner Jeffers, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners September 8, 2021 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
  - a) **August 18, 2021 minutes.** A motion was made by Commissioner Reed, 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 August 11, 2021 – September 1, 2021.** A motion to approve was made by Commissioner Weber, and seconded by Commissioner Jeffers.

**BCVSC SEPTEMBER 8, 2021 MEETING MINUTES CONTINUED:**

<b>VOTE: To approve listed expenses</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

7. **Correspondence/Communications shared with Commissioners** (*No action needed*):
- a) Thank you card for Casey James from Sue Stockmeier
  - b) Executive Director Mike Farmer received a phone call from someone who was very appreciative of the 2 ladies up front

8. **Office Outreach and Training Items**
- a) August 2021 Statistical Report was shared for discussion
  - b) Outreach calendar
    - 1) September outreach calendar
    - 2) Future Events

9. **Old Business:**
- a) None

10. **New Business:**
- a) **Approval of 2020 Annual Report.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to approve the 2020 Annual Report as written.

<b>VOTE: To approve 2020 Annual Report</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- b) **Approval of Constant Contact (social media manager.)** A motion was made by Commissioner Reed, and seconded by Commissioner Jones, to approve the purchase of Constant Contact, NTE \$1,500 per year.

<b>VOTE: To approve as written</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

11. **Guests:**
- a) None

12. A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to go into closed executive session to discuss Financial Applications adjudicated in August 2021.

BCVSC SEPTEMBER 8, 2021 MEETING MINUTES CONTINUED:

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

Discussion on Financial Applications adjudicated during August 2021.

*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 August 2021.** A motion was made by Commissioner Weber, and seconded by Commissioner Jones, to accept applications from August 1-30, 2021 as adjudicated by Executive Director. (Exhibit 1)

<b>VOTE: To accept</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

14. **Office Operations:**

- a) **Approve 5 Service Officers to attend Fall CVSO School.** A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed, to approve 5 Service Officers to attend Fall CVSO School 09/15-09/17/2021, Mike Farmer arrive 09/14, NTE \$4,027.

<b>VOTE: To approve as written</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- b) **Approve Service Officer Apt Boykin to attend Fall New Service Officer School.** A motion was made by Commissioner Weber, and seconded by Commissioner Jones, to approve Service Officer Apt Boykin to attend Fall New Service Officer School 10/18-10/22/2021, NTE \$1,215.

<b>VOTE: To approve as written</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- c) **Approve Mid-Probation Evaluation c/o Pam Klink.** A motion was made by Commissioner Reed, and seconded by Commissioner Jones, to approve mid-probation evaluation c/o Pam Klink.

<b>VOTE: To approve as written</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

**BCVSC SEPTEMBER 8, 2021 MEETING MINUTES CONTINUED:**

15. **Statements, comments and/or discussion by:**

a) **Executive Director:** We have a new platform to distribute our newsletter, and if anyone would like to receive that, they can sign up on our [bcvets.org](http://bcvets.org) website. Our big event, Silent Watch, is the 22<sup>nd</sup> and there are still spots open to sign up for through our website. It is time to submit nominations for 2020 Veteran of the Year, those will be voted on at next month's meeting. As always, the staff has done a great job!

b) **Commissioners:** None

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

Date: **Wednesday, October 20, 2021**  
Time: **09:30 AM**  
Place: **VSC Hamilton Conference Room**

17. A motion was made by Commissioner Jones, 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 September 8, 2021 MEETING MINUTES CONTINUED:**

<b>Veteran Name</b>	<b>Dependent</b>	<b>Occupation/ relationship</b>	<b>City</b>	<b>Zip</b>	<b>Adjudication</b>	<b>Amount</b>	<b>Sep Meeting</b>
Benjamin, Donald M.		Retired	Hamilton	45013	Initial	\$ 1,558.00	5 for-0 against
Blake, James L.		Retired	Middletown	45044	Initial	\$ 2,400.00	5 for-0 against
Bowling Jr., Fred		Disabled	Fairfield	45014	Initial	\$ 1,922.46	5 for-0 against
Bratton, Robert C.	Diana	Widow	Hamilton	45013	Initial	\$ 1,420.93	5 for-0 against
Breckenridge, Radisia A.		Disabled	Fairfield	45014	Initial	\$ 2,233.91	5 for-0 against
Brown, Elmer		Disabled	Hamilton	45011	Initial	\$ 725.23	5 for-0 against
Bullins, James A.		Disabled	Oxford	45056	Initial	\$ 1,888.12	5 for-0 against
Burdine, Charles J.	Venita	Widow	Fairfield	45014	Initial	\$ 805.12	5 for-0 against
Burg, Arthur L.	Annie	Widow	Hamilton	45011	Initial	\$ 405.00	5 for-0 against
Butler, James L.	Lula	Widow	Middletown	45044	Initial	\$ 772.30	5 for-0 against
Cooper, Andriec G.		Retired	Fairfield	45014	Initial	\$ 1,917.80	5 for-0 against
Crews, John P	Samantha	Widow	Trenton	45067	Initial	\$ 2,098.00	5 for-0 against
Crouch, Melissa R.		Dental Assistant	Hamilton	45011	Initial	\$ 1,782.12	5 for-0 against
Davish Jr., Gary L.		Unemployed	Hamilton	45011	Initial	\$ 1,107.41	5 for-0 against
Faggione, Giacomo		Disabled	Hamilton	45011	Initial	\$ 849.77	5 for-0 against
Greene Jr., Harold B.		Disabled	Hamilton	45013	Initial	\$ 624.46	5 for-0 against
Greene, Steven A.		Disabled	Middletown	45042	Initial	\$ 905.00	5 for-0 against
Hayes III, Earl L.		Disabled	Hamilton	45015	Initial	\$ 1,865.00	5 for-0 against
Holley, Lysette D.		Waitress	Middletown	45044	Initial	\$ 1,974.85	5 for-0 against

Hudson, Charles D.		Teachers Aid	Fairfield	45014	Initial	\$ 2,497.71	5 for-0 against
Isaacs, Ervin	Oralene	Widow	Hamilton	45013	Initial	\$ 2,013.74	5 for-0 against
Jackson, Rex D.		Laborer	Middletown	45044	Initial	\$ 700.00	5 for-0 against
Kapp, Stephen M.		Funeral Assistant	Hamilton	45013	Initial	\$ 445.00	5 for-0 against
Kern, Jimmy R.	Sherry	Widow	Hamilton	45013	Initial	\$ 1,289.17	5 for-0 against
Lloyd, Christopher L.		Disabled	Middletown	45044	Initial	\$ 1,307.04	5 for-0 against
Maxwell, Robert L.		Disabled	West Chester	45069	Initial	\$ 2,482.23	5 for-0 against
Mays, Dennis C.		Disabled	Hamilton	45011	Initial	\$ 244.00	5 for-0 against
McCracken, Craig M.		Cashier	Hamilton	45013	Initial	\$ 2,194.47	5 for-0 against
McDaniel, Reggie J.		Unemployed	Hamilton	45013	Review	\$ 1,492.85	5 for-0 against
Milton II, Alfred		Funeral Director	Middletown	45044	Initial	\$ 1,440.00	5 for-0 against
Moon, Jeremy M.		Installation Field	Trenton	45067	Initial	\$ 2,500.00	5 for-0 against
Page Sr., Erskine A.		Retired	Middletown	45044	Initial	\$ 787.98	5 for-0 against
Patrick Jr., Darrell R.		Unemployed	Middletown	45044	Initial	\$ 1,179.90	5 for-0 against
Piazza, Duane E.		Disabled	Hamilton	45013	Initial	\$ 570.00	5 for-0 against
Roberts, Jeffrey K.		Disabled	Hamilton	45011	Initial	\$ 1,516.69	5 for-0 against
Romero, Moses	Melanie	Spouse	Middletown	45042	Initial	\$ 1,714.50	5 for-0 against
Rosalez, Peter P.		Clerk	Middletown	45042	Initial	\$ 2,008.68	5 for-0 against
Salyer, Jimmy R.		Disabled	Middletown	45042	Initial	\$ 1,080.00	5 for-0 against
Saucedo Jr., Graciano J.		Unemployed	Middletown	45044	Initial	\$ 1,064.84	5 for-0 against

Scott, Richard L.		Auto Tech	Hamilton	45013	Initial	\$ 1,087.59	5 for-0 against
Silveira Jr., James M.		Machine	Hamilton	45013	Initial	\$ 1,232.29	5 for-0 against
Sturgill, Maney P.		Disabled	Hamilton	45013	Initial	\$ 1,251.15	5 for-0 against
Thomas Sr., Frederick D.	Jean	Widow	Hamilton	45011	Initial	\$ 636.56	5 for-0 against
Thomas, Don G.		Disabled	Middletown	45044	Initial	\$ 621.00	5 for-0 against
Thomas, Venita R.		Unemployed	Fairfield	45014	Initial	\$ 1,018.58	5 for-0 against
Thompson, Zachary D.		Unemployed	Middletown	45044	Initial	\$ 1,203.86	5 for-0 against
Washington Jr., Kernon L.		Delivery Driver	Middletown	45044	Initial	\$ 1,482.92	5 for-0 against
Whitfield, Jessie L.		Amazon	Fairfield	45014	Initial	\$ 1,761.46	5 for-0 against
Williams, James A.		Maintenance	Hamilton	45011	Initial	\$ 2,264.88	5 for-0 against
Parker, Harvey	Sharon	Widow	Hamilton	45011	Appeal Denied	\$ -	5 for-0 against