



BUTLER COUNTY VETERANS SERVICE COMMISSION

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(513) 887-3600
Fax (513) 887-3519

BOARD MEETING September 20, 2023

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 September 20, 2023.

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 Jeffers	American Legion	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Weber	At-Large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Applegate	VFW	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

3. Board President Business

- a. All who were able stood for the Pledge of Allegiance.
- b. A motion was made by Commissioner Jeffers, and seconded by Commissioner Weber to approve the agenda for September 20, 2023. No discussion.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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MOTION CARRIES				

- c. A motion was made by Commissioner Jeffers, and seconded by Commissioner Weber to approve the Board meeting minutes from August 16, 2023 as written. No discussion.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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MOTION CARRIES				

- d. A report on the Suicide Prevention Committee was given by Commissioner Applegate. Commissioner Applegate mentioned that the 2023 Silent Watch runs today from 6:00 a.m. – 11:00 p.m. and has been well attended, and that S.A.V.E. training will be held September 26th from 6:30 pm – 8:00 p.m.
- e. Executive Director Report:
 Good morning. A fair amount of business on the agenda for you this morning. The office has been busy, particularly the phones and Service Officers with appointments. A couple of large items on the agenda for approval this morning including moving forward with contracting for our transportation database, approval of the 2024 Operating Budget and the last two funded outreach opportunities for the year. We've had an event every Saturday this month and our large resource fair planned October 21 quickly followed by Veterans Day events. This weekend schedule and the office workloads have been a strain on the staff, but I commend them for making sure they had met our commitments both in the office and in the community.

The Cincinnati VA Medical Center extended their gratitude to the Board for the Commission participating in their Tele-Town Hall meetings.

Veterans Day planning is in full swing. Our ceremony is November 10 at 6 PM.

Commissioner Jones is working with a number of community partners for the rededication of the Expanded Butler County Veterans Memorial.

Our joint event in Middletown with Hospice Care of Middletown and the Warren County Veterans Service Commission is also underway with planning. This event will be November 9.

Our last Veterans Day event is on November 11 at the American Legion Post 218 and Judge Sherron has requested our attendance. If two of the Commissioners could attend this event that would be extremely helpful to the staffing levels.

4. Bill Payment and Operational Expenses Approvals

A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed to approve the listed bills for August 1, 2023 – August 31, 2023. No discussion.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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5. Correspondence/Communications

- a. A Thank-You was shared by the spouse of veteran Mays.

6. Statistical Reporting and Outreach

- a. August 2023 Statistical Report was shared for discussion
- b. September/October Outreach Calendar was shared

7. New Business

- a. Approve the issuance of a Then and Now Certificate past 15 days for the Journal News Subscription in the amount of \$395.88.
- b. Authorize the Executive Director to enter into contract with Atomic Data to develop transportation software and provide managed IT services for the Butler County Veterans Service Commission in an amount not to exceed \$120,000 for research/development, implementation and support of the final product.
(RFP 2023-06-VSC1)
- c. Approve a partnership with Miami University Athletics in the amount of \$5,000.00 for November 11, 2023 for volleyball, men’s basketball and hockey Veterans Day Celebration.
- d. Authorize the Executive Director to enter into contract with Cheryl Mason for an in person presentation related to leadership and “Dare to Relate: Leading with a Fierce Heart” in an amount not to exceed \$5,000.00

A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed to approve the new business as presented.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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8. Guest(s): None

9. Executive Session:

A motion was made by Commissioner Jeffers, and seconded by Commissioner Reed to enter Executive Session to discuss Financial Applications adjudicated in August 2023, a personnel Matter and one (1) appeal for Financial Assistance.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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Discussion on Financial Assistance Applications adjudicated during August 2023.

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

10. Items from Executive Session for Vote

- a. A motion was made by Commissioner Jeffers, seconded by Commissioner Reed to accept the Financial Assistance Application from August 1 – August 31, 2023 as adjudicated by the Executive Director. (Exhibit 1)

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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- b. A motion regarding appeal for Financial Assistance c/o veteran Pleasant was made to pay the \$49.31 water bill directly and to convert the permanent suspension to end on December 1, 2023.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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11. Office Operations

- a. Approve training expense for \$500.00 for Mike Farmer and Tian Myers, to attend Advanced Appeals on November 15-17, 2023 online.
b. Approval of 2024 Operating Budget as presented in the amount of \$3,640,470.00

A motion was made by Commissioner Jeffers, seconded by Commissioner Reed to approve the office operations business items as presented.

Commissioner Applegate	Commissioner Weber	Commissioner Jeffers	Commissioner Reed	Commissioner Jones
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12. Items for Discussion

- a. Commissioners: Commissioner Reed thanked staff for their outstanding work. Commissioner Weber thanked staff and said that he was very proud to be a part of the organization and where it will take us in the future. Commissioner Jones stated that he is proud to be a member of the organization and is amazed at home much he has seen achieved over the last 6 years.
b. Director: Executive Director Famer thanked the staff, the Board for the continued support and the over 205 volunteers who are signed up to support our Silent Watch this year.
c. Assistant Executive Director: No comments.

13. Next scheduled meeting:

Date: Wednesday, October 18, 2023 Regular Meeting

Time: 9:30 A.M.

Place: Veterans Service Commission, Conference Room


14. Adjournment

A motion to adjourn was made by Commissioner Jeffers, seconded by Commissioner Reed. No discussion.

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



Bruce Jones, President



Dave Reed, Vice President

Butler County Veterans Service Commission



BUTLER COUNTY VETERANS SERVICE COMMISSION

Monthly Meeting Minutes Application Period

08/01/2023 to 08/31/2023

Veteran Full Name	Dependant Applicant Name	Occupation or Relationship	City	Zip	Adjudication	Approved Aid	Meeting
ANTUNEZ, JOSE		ACTIVE DUTY	TRENTON	45067	Initial Application Approved	\$2,034.00	5 for - 0 against
BAILEY JR, ROBERT		DISABLED	HAMILTON	45013	Initial Application Approved	\$906.33	5 for - 0 against
BOWLING, HARRY	BOWLING , PATRICIA	WIDOW	HAMILTON	45013	Initial Application Approved	\$900.00	5 for - 0 against
BURTON, JOSHUA		UNEMPLOYED	WEST CHESTER	45011	Initial Application Approved	\$631.00	5 for - 0 against
COLE, DELBERT		MOBILE MAINTENANCE	MIDDLETOWN	45044	Initial Application Denied	\$0.00	5 for - 0 against
DUNFEE, RANDOLPH	CALLAHAN, MELANIE	WIDOW	MIDDLETOWN	45042	Initial Application Approved	\$2,267.91	5 for - 0 against
ENGLISH, ROBERT	ENGLISH, PAULETTE	WIDOW	MONROE	45050	Initial Application Denied	\$0.00	5 for - 0 against
ESCHLEMAN, MATTHEW (SARA)		UNEMPLOYED	MIDDLETOWN	45044	Initial Application Approved	\$1,244.91	5 for - 0 against
FENDER, CAREY	FENDER, DEBORAH		HAMILTON	45013	Initial Application Denied	\$0.00	5 for - 0 against
HENDERSON, BRADLEY		NURSE	FAIRFIELD	45014	Initial Application Approved	\$2,446.70	5 for - 0 against
HOWARD, NEIL		RETIRED	MIDDLETOWN	45044	Initial Application Approved	\$731.00	5 for - 0 against
KELLEY, MICHAEL		LPN	WEST CHESTER	45069	Initial Application Approved	\$1,107.23	5 for - 0 against
MALONE, TIMOTHY		UNEMPLOYED	MIDDLETOWN	45044	Initial Application Approved	\$1,030.02	5 for - 0 against
MORTON, DOUGLAS		DISABLED	MIDDLETOWN	45044	Initial Application Approved	\$486.00	5 for - 0 against
NESMITH, SHANNON		UNEMPLOYED	FAIRFIELD	45014	Initial Application Approved	\$2,017.71	5 for - 0 against
PARMLEY, JIMMIE	PARMLEY, CYNTHIA		HAMILTON	45011	Initial Application Denied	\$0.00	5 for - 0 against
PAUL, GERALD		UNEMPLOYED	HAMILTON	45013	Initial Application Approved	\$1,534.83	5 for - 0 against
PLEASANT, BRENT		POST OFFICE	FAIRFIELD	45014	Initial Application Approved	\$1,399.54	5 for - 0 against
PRINGLE II, JEFFREY		JOB CENTER (DECUNEICK)	MIDDLETOWN	45044	Initial Application Approved	\$1,495.82	5 for - 0 against
RUMLEY JR, ESTEL		DISABLED	HAMILTON	45013	Initial Application Denied	\$0.00	5 for - 0 against
SHEPHERD, SCOTT		UNEMPLOYED	HAMILTON	45011	Initial Application Approved	\$426.00	5 for - 0 against
WALLACE, JOSEPH		RETIRED	HAMILTON	45015	Initial Application Incomplete	\$0.00	5 for - 0 against
WELLS, JOHN		UNEMPLOYED	OKEANA	45053	Initial Application Denied	\$0.00	5 for - 0 against