

Tentative Agenda for the December 9, 2022

BUTLER COUNTY VETERANS SERVICE COMMISSION REGULAR MEETING

- 1) Roll call of members present: Bruce Jones, President
Dave Reed, Vice President
Tom Jeffers, Secretary
Chuck Weber, Member
Mark Applegate, Member

Staff in Attendance: Mike Farmer, Executive Director/CVSO
Matt Jones, Assistant Executive Director/CVSO
Lisa Meece, Administrative Assistant to Exec. Staff
- 2) Call meeting to order.
- 3) Approval of this *AGENDA* for **December 9, 2022** BCVSC-Board of Commissioners' regular meeting.
- 4) READ TO GUESTS if ***NOT*** waived by guests or no guests present. (**Laminated Script**)
 - a) The Open Meeting Act (The Sunshine Law)
 - b) NOTICE: Guest(s) Attending Butler County Veterans' Service Commission-Board of Commissioner's Meeting(s).
- 5) Approval of prior meeting minutes:
 - a) Minutes of the November 16, 2022 Regular Meeting approval
- 6) Approval of BCVSC Expenses:
 - a) Billings approved for invoices paid 11/01/2022 – 11/31/2022
- 7) Executive Director Report
 - a) Updates
 - b) End of Year Updates
- 8) Correspondence/Communication
 - a) Thank You- Veteran Marino to Tian
- 9) Office Outreach Programs, Staff Training Items, and Advertising Items
 - a) Statistical Reports November 2022
 - b) Outreach Calendar December/January
- 10) Old Business:
 - a) None

- 11) New Business:
 - a) Approve 2023 Pay Grades
 - b) Financial Applications- Income Verification

- 12) Guest Statements and Comments: Guest(s) will be permitted three (3) minutes each to make statements, comments, and/or suggestions to the Commissioners.
 - a) None

- 13) Closed Executive Session to discuss October Financial Applications and review Employee Annual Evaluations
 - a) Review of cases adjudicated November 2022
 - b) Review Annual Employee Evaluations

- 14) Butler County Veterans Service Commission case votes on Executive Session items.
 - a) Approve Applications as adjudicated November 2022
 - b) Annual Employee Evaluations

- 15) Office Operations
 - a) Commission and Personnel Guidelines Review
 - b) 2023 Assistance Amounts
 - c) 2023 Holiday Dates
 - d) 2023 Commissioner Meeting Dates
 - e) Approve Final Probation Evaluation of Nika Cooper

- 16) Statements, Suggestions, and/or Comments
 - a) Executive Director:
 - b) Commissioners:

- 17) Next meeting:

Date:	January 11, 2023 (Regular Meeting)
Time:	<u>9:30 AM</u>
Place:	VSC Conference Room

- 18) Meeting adjourned.