

Commissioner James R. Ryan called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30a.m. on 6 January 2022. Commissioners present: Thomas O'Neal, James G. "Grant" Wells, James R. Ryan, and Bill McGee. Executive Director Catherine Wood and Assistant Director Crystal Baker were also present. Linda Howell was absent and excused.

The *Pledge of Allegiance* was recited.

Reading and Approval of Minutes: Bill McGee moved to dispense with the reading of the Minutes of 23 December 2021 and approve them as written. The motion was seconded by Grant Wells and carried by a vote of 4-0.

Correspondence: Ms. Baker read aloud a card the office received from Widow Cynthia Harshaw, thanking our office for our service.

Old Business: Holiday Meals from Cracker Barrel were discussed. Ms. Baker advised the board out of the one hundred and six meals that were prepared for veterans, sixteen were not picked up. Ms. Wood drove around on the last day, the twenty-third, looking for veterans to give the meals to. It was discussed that next year we may provide meals for Easter and Christmas.

The AT&T Fax Line move will cost \$85.00 for the service call and \$100.00 per hour for labor. The line was hooked up at the other end of the building Wednesday, 5 January 2022 however, the office will still be able to fax in the current office until the move.

Internet lines at the other end of the building were discussed. Ms. Wood informed the board members that the Spectrum Install is scheduled for 11 January 2022 between 10:00a.m. and 11:00a.m. Grant Wells asked if we would be moved then. Ms. Wood advised the board that Kelli Henry, a representative from Information Systems, informed her there are still things that the IS needs to work on so we aren't able to move yet.

New Business: The 2022 Budget was discussed. Jim Ryan asked if it was approved. Ms. Wood replied, "The budget will be adopted on the 19th". Bill McGee stated there were no problems. Ms. Wood advised the board that late yesterday afternoon she noticed Jenny Hutchinson had changed the amounts which meant encumbrances of 2021 appropriations were denied. Tom O'Neal stated that he would ask about encumbrances at the next BoCC regular meeting.

Ms. Wood asked if the office could close tomorrow Friday 7 January 2022 to work on the office at the other end. Grant Wells moved to authorize the office closure to work at the other end. The motion was seconded by Tom O'Neal and carried by a unanimous vote.

New Commissioner Training was discussed. Tom O'Neal stated that he received an email from Robin Mahady, the Deputy Director, Education & Compliance at Ohio Department of Veterans Services, stating the dates training would be offered. Mr. O'Neal stated he registered himself and future new Commissioner Ron Coss to attend the training on 5 March 2022 in Xenia from 11:30a.m. through 3:30p.m.

Board members reviewed the End of Month Reports. The board members also reviewed and signed the monthly Report to Posts.

Ms. Baker advised the board that she and Ms. Wood would be attending an online training that is mandatory with the county today.

Contract Training was discussed. Ms. Baker advised the board that she, Roger Ward, and Tom O'Neal would be attending contract training at Springview with Megan Burr, the Clerk, tomorrow Friday 7 January 2022 from 1:30p.m. through 3:30p.m.

Ms. Wood advised the board she received different options for shirts for 2022 from Mollie at Olligraphics. She passed around pictures of the options and asked the members to write their name on the shirt they liked the most.

Tom O'Neal moved to adopt the 2022 IRS Mileage Rate of 58.5 cents per mile. The motion was seconded by Grant Wells and carried by a unanimous vote.

Tom O'Neal moved to purchase beverages for clients visiting the office for appointments. The motion was seconded by Bill McGee and carried by a unanimous vote.

Grant Wells moved to authorize the Executive Director and/or the Assistant Director to approve up to \$1500.00 per financial assistance applicant on an emergency basis. The motion was seconded by Tom O'Neal and carried by a unanimous vote.

Tom O'Neal moved to approve time sheet of Ms. Wood from Sunday 26 December 2021 through Wednesday 5 January 2022. The motion was seconded by Bill McGee and carried by a unanimous vote.

Grant Wells moved to acknowledge payment of the following invoices:

Advertising & Printing ~ Shout It Out Design \$5,250.00 for the final website design payment.

Contract Services ~ Pitney Bowes \$94.98 for the postage meter lease.

The motion was seconded by Bill McGee and carried by a unanimous vote.

Public Comments: None.

Grant Wells moved to enter executive session for the purpose of reviewing applications for financial assistance and discussing potential litigation. Bill McGee seconded the motion. Tom O'Neal called the roll: Bill McGee, yes; Grant Wells, yes; Linda Howell, absent; Jim Ryan, yes; Tom O'Neal, yes; motion carried. The board entered Executive Session at 9:14a.m. The commissioners reviewed applications for financial assistance and discussed potential litigation. The board returned to open session at 9:30 a.m.

Bill McGee moved to approve financial assistance for the following applicants: Grant Wells seconded the motion.

Gregory Bates, 2650 E. High St., Apt. 111, Springfield, Ohio 45505, reservationist, was approved for a \$200.00 Kroger card for food, \$600.00 to Joseph Skilken Organization for housing, \$24.55 to Guardian Water and Power for water, \$207.26 to Columbia Gas for heat, and \$239.30 to Ohio Edison for electric. Vote: Yes 4, No 0

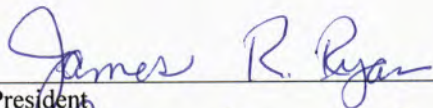
Kimberly Beverly, widow, P.O. Box 93, Springfield, Ohio 45501, laborer, was approved for a \$200.00 Kroger card for food. Vote: Yes 4, No 0

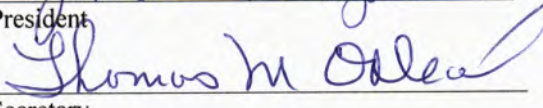
Mitchell Jacobs, 2651214 Gable St., Springfield, Ohio 45505, laborer, was approved for a \$250.00 Kroger card for food and gasoline, \$610.17 to Allen Jones for housing, and \$136.00 to Columbia Gas for heat. Vote: Yes 4, No 0

Joe Kenerly-Cameron, 1226 Torrance Dr., Springfield, Ohio 45503, laborer, was approved for \$815.00 to Roost Real Estate for housing. Vote: Yes 4, No 0

There being no further business to come before the board, Tom O'Neal moved to adjourn the meeting. The motion was seconded by Bill McGee and carried by a unanimous vote. The meeting adjourned at 9:35a.m.

ATTEST:



President


Secretary