Commissioner Thomas O’Neal called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30 a.m. on 28 September 2023. Commissioners present: Thomas O’Neal, William E. McGee, James G. “Grant” Wells, and James R. Ryan. Executive Director Cathy Wood, Acting Director Crystal Baker, and Assistant Director David Mitchell were also present.

The *Pledge of Allegiance* was recited.

Reading and Approval of Minutes: James R. Ryan moved to dispense with the reading of the Minutes of 21 September 2023 and approve them as written. The motion was seconded by William E. McGee and carried by a unanimous vote.

**Acting Director Updates:** Ms. Baker distributed the letter created for the County Commission requesting a hearing to discuss the 2024 budget request. All board members signed the letter and Ms. Baker stated she would have it delivered to the Commission.

The board chatted about the annual Christmas party.Ms. Baker stated she started planning the annual Christmas party for the staff and prices have increased. James G. “Grant” Wells moved to amend the previous motion made on Thursday 21 September 2023 to increase the total cost not to exceed $1,150.00. The motion was seconded by William E. McGee and carried by a unanimous vote.

Christmas gift cards were discussed. Ms. Baker asked the board to consider giving gift cards to veterans who applied for financial assistance from January through October 2023. Last year the office supplied van riders for the year of 2022 with $100.00 Kroger cards. James G. “Grant” Wells moved to increase the value of the Kroger gift cards to $150.00 each to veterans who applied for financial assistance in the office from January through October 2023. The motion was seconded by William E. McGee and carried by a unanimous vote.

A phone call concerning the office manager was conversed about. Ms. Baker received a phone call from Richard Marsh, a retired Army veteran who uses our van services four to ten times a month. He wanted the board to know what a phenomenal job Annisa does scheduling and dealing with veterans. He stated that she is one of the best he has ever dealt with. She is quick and awesome at what she does.

Ms. Baker advised the board members that veteran, Kellee Murley, would like to come into the next meeting and express her concern with her claims being filed. The board members all agreed to hear her concerns at the next meeting. Ms. Baker stated she would call the veteran and let her know.

Possible future plans for the Heritage Center and Veterans outdoor space were debated. Roger Sherrock, the building manager, dropped off plans, which included signs and a Veterans outdoor space. The outdoor space would include pavers and a cement seating area. All board members agreed they preferred the smooth look rather than the stone look.

**Assistant Director Updates:** Mr. Mitchell read aloud a thank you note received last week to the board from Cynthia Harshaw thanking the board for all of their assistance.

Mr. Mitchell updated the board members on the Homeless Taskforce meeting he attended. He stated that is questions still went unanswered as there was a guest speaking who spoke the entire time and he had to get back to the office to see his scheduled clients.

William E. McGee moved to acknowledge payment of the following invoices:

**Advertising & Printing ~** 4imprint $586.20 for promotional items. Olligraphics $355.00 for letterhead and envelopes.

**Assistance ~** First Transit $2725.00 for bus passes. Cashstar $1960.00 for widow food cards.

**Grave Markers ~** Centec $2802.05 on flag holders and flags.

**Other Expenses ~** ERTH $65.00 for shredding services. 4imprint $2000.00 for outreach items. FriendsOffice $548.91 for office supplies. Olligraphics $275.00 for appointment cards and car show flyers.

The motion was seconded by James R. Ryan and carried by a unanimous vote.

**Public Comments:** None.

James G. “Grant” Wells moved to enter executive session for the purpose of reviewing financial assistance. William E. McGee seconded the motion. James R. Ryan called the roll: William E. McGee, yes; James G. “Grant” Wells, yes; James R. Ryan, yes; Tom O’Neal, yes; motion carried. The board entered Executive Session at 9:00 a.m. The board reviewed financial assistance applications. The board returned to open session at 9:15 a.m.

James G. “Grant” Wells moved to approve financial assistance for the following applicants: William E. McGee seconded the motion.

**Chris Dickens,** 11334 Knoxville Rd., Mechanicsburg, OH 43044, cashier, was approved for $850.00 to Reva Brown for housing, $162.24 to Ohio Edison for electric, $386.00 cash grant to the veteran for propane, and $500.00 to Brake Pros for a car repair. Vote: Yes, 4 No, 0.

**Diane McManamay,** 643 Villa Rd., Apt. F, Springfield, OH 45503, cashier, was approved for a $300.00 Kroger card for food, $100.00 Kroger card for gasoline, and $355.88 to Ohio Edison for electric. Vote: Yes, 4 No, 0.

**Aaron Rhyan,** 400 Sunset Court, Apt. 1D, South Charleston, OH 45368, driver, was approved for a $300.00 Kroger card for food and $575.00 to Country Lane Apartments for housing. Vote: Yes, 4 No, 0.

There being no further business to come before the board, James R. Ryan moved to adjourn the meeting. The motion was seconded by James G. “Grant” Wells and carried by a unanimous vote. The meeting adjourned at 9:20 a.m.

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Thomas O’Neal, President

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