Commissioner Thomas O’Neal called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30 a.m. on 26 October 2023. Commissioners present: James R. Ryan, William E. McGee, Thomas O’Neal, James L. Hudson Jr., and James G. “Grant” Wells. Executive 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 19 October 2023 and approve them as written. The motion was seconded by James G. “Grant” Wells and carried by a vote of Yes, 4 No, 0 with James L Hudson Jr. abstaining due to last week’s absence.

**Acting Director Updates:** Introductions were made as the new Commissioner James L. Hudson Jr. has now joined the board.

Software programs were discussed. Ms. Baker advised the board she will be visiting The Greene County Veterans Office to learn about VetPro. VetPro is a software program created for Veterans Service Officers to efficiently and securely submit claims to Veterans Affairs.

The budget was conversed about. Ms. Baker informed the board members that the budget hearing will be 17 November at 9:00a.m. at Springview. Thomas O’Neal and James R. Ryan will be there. William E. McGee will try and go.

Office décor was talked about. Ms. Baker asked that she be able to purchase a Christmas tree and décor for the office. The board agreed to purchase holiday décor.

Ms. Baker advised a widow who visited the office yesterday would like to know where to donate her husband’s old Army uniforms. She does not feel right throwing them away or giving them to Goodwill. The board suggested we ask the Heritage center. James L. Hudson Jr. stated he would ask DAV and let Ms. Baker know.

Tom O’Neal suggested we adjust budget paperwork to account for a 3.5% cost of living increase.

**Assistant Director Updates:** Mr. Mitchell advised the board about the issue Steve, the van supervisor, had with a client last week. The board agreed to send a letter to the rider about his disrespect.

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

**Advertising & Printing ~** Openeye Studios $20,000.00 for video production. Flashions $600.00 for vehicle graphics.

**Assistance ~** Cashstar $4,998.00 for Kroger cards.

**Office Supplies ~** FriendsOffice $12.32 for office supplies.

**Other Expenses ~** MacRay $335.00 for David Mitchell and Crystal Baker clothing.

The motion was seconded by James G. “Grant” Wells 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. James L. Hudson Jr. seconded the motion. James L. Hudson Jr. called the roll: William E. McGee, yes; James G. “Grant” Wells, yes; James R. Ryan, yes; Tom O’Neal, yes; James Hudson, 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 9:10 a.m.

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

**Sharon Nichols,** widow, 1350 Vester Ave., Apt. 210, Springfield, OH 45505, laborer, was approved for $269.00 to Villa Park Apartments a deposit, and $139.00 to Villa Park Apartments for rent. Vote: Yes, 5 No, 0.

**James Cosper,** 4144 Imperial Dr., Springfield, OH 45503, laborer, was approved for a $400.00 Kroger card for food and $2,866.05 to M & T Bank for a mortgage. Vote: Yes, 5 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 9:15 a.m.

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

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