Commissioner Thomas O’Neal called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30 a.m. on 14 December 2023. Commissioners present: James R. Ryan, William E. McGee, Thomas O’Neal, James G. “Grant” Wells, and James L. Hudson Jr. 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 7 December 2023 and approve them as written. The motion was seconded by William E. McGee and carried by a vote of 4-0 with James G. “Grant” Wells abstaining due to last week’s absence.

**Executive Director Updates:** James G. “Grant” Wells moved to authorize $1,000.00 payment to Jackson-Lytle & Lewis Funeral Home for the indigent burial of Donald Nesbitt. The motion was seconded by James L. Hudson Jr. and carried by a unanimous vote.

Cost of living adjustments were discussed. James G. “Grant” Wells moved to authorize the staff get a 3.5% increase starting 8 January 2024 pay period. The motion was seconded by William E. McGee and carried by a unanimous vote.

**Assistant Director Updates:** Mr. Mitchell advised the board that all members of the office staff signed the new policies and the signed copies were placed in each employee’s personnel file.

Mr. Mitchell let the board members know that Jason Rush has been called numerous times regarding their mortgage. Both Mr. Mitchell and Ms. Younts, the office manager, have left messages but have not received a return call. The board instructed Mr. Mitchell to call the veteran and advise him that he has until Friday 22 December to provide proof that he paid $1,000.00 towards his mortgage.

James G. “Grant” Wells moved to acknowledge payment of the following invoices:

**Contract Services ~** Spectrum $167.97 for internet service.

**Equipment Lease ~** Pitney Bowes $87.63 for the postage meter lease.

**Other Expenses ~** Clark County Historical Society $1,962.00 for December Lease, Mansfield $861.45 for gasoline, Huntington Bank $1,632.59 for various necessities, ERTH $65.00 for shredding services.

**Outreach** ~ MacRay $130.00 for business cards for Darwin and Roger.

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

**Public Comments:** None.

James L. Hudson Jr. moved to enter executive session for the purpose of reviewing and discussing financial assistance and an employee action. James G. “Grant” Wells 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 8:50 a.m. The board reviewed financial assistance applications and discussed an employee action. The board returned to open session at 9:30 a.m.

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

**Bonita Beachum,** 2051 Sturgeon St., Springfield, OH 45506, laborer, was approved for a $300.00 Kroger card for food, $225.56 to USAA for insurance, and $765.01 to Pennymac for mortgage. Vote: Yes, 5 No, 0.

**Martin Mattimore,** 1768 Walnut Terrace, Springfield, OH 45504, truck driver, was approved for a $100.00 Kroger card for gasoline, $1,107.25 to Pennymac for mortgage, $203.44 to Ohio Edison for electric, and $104.98 to Columbia Gas for heat. Vote: Yes, 4 No, 0 with James L. Hudson Jr., abstaining.

**James Tossey,** 2508 Mayfair Dr., Springfield, OH 45505, laborer, was approved for a $500.00 Kroger card for food, $562.34 to Pennymac for mortgage, $61.61 to Ohio Edison for electric, $73.00 to Columbia Gas for heat, and $87.92 to City of Springfield for water. Vote: Yes, 5 No, 0.

James R. Ryan moved to deny financial assistance for the following applicants:

Robert Bisler, 4100 W. Third St., Building 400, Dayton, OH 45428. Vote: Yes, 5 No, 0.

Jamie West, 1430 Catherine St., Springfield, OH 45505. Vote: Yes, 5 No, 0.

The motion was seconded by James L. Hudson Jr., and carried by a unanimous vote.

There being no further business to come before the board, William E. McGee moved to adjourn the meeting. The motion was seconded by James L. Hudson Jr. and carried by a unanimous vote. The meeting adjourned at 9:35 a.m.

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ William E. McGee, Vice President

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