Commissioner William E. McGee called the Clark County Veterans Service Commission (VSC) meeting to order at 8:30 a.m. on 15 February 2024. 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 8 February 2024 and approve them as written. The motion was seconded by Thomas O’Neal and carried by a unanimous vote.

**Executive Director Updates:** Ms. Baker advised the board members that the drivers are scheduled to meet with Kolton from OpenEye Studio to video the transportation commercial Monday at 10:00a.m.

Ms. Baker purchased flowers for Cathy Wood’s mother’s funeral. She signed the card from the Veterans Service Commission Office.

**Assistant Director Updates:** Mr. Mitchell spoke about online training opening up. He advised the board members they have until November 30th to complete the training but recommended it be completed before that date. Thomas O’Neal handed in his transcript showing he completed the training.

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

Equipment Lease ~ US Bank $89.38 for copier lease, Cintas $120.00 for AED Lease.

Other Expenses ~ OSACVSO $200.00 Winter Quarterly for staff, First Transit $3750.00 for bus passes, ERTH $65.00 for shredding services.

The motion was seconded by Thomas O’Neal and carried by a unanimous vote.

**Public Comments:** None.

James G. “ Grant Wells moved to enter executive session for the purpose of reviewing and discussing financial assistance and policy updates. Thomas O’Neal 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; James Hudson, yes; motion carried. The board entered Executive Session at 8:40 a.m. The board reviewed financial assistance applications and discussed policy updates. The board returned to open session at 8:55 a.m.

James G. “Grant” Wells moved to approve financial assistance for the following applicants: Thomas O’Neal seconded the motion.

**LaRue Sparks,** 1707 E. High St., Apt. 515, Springfield, OH 45505, laborer, was approved for a $300.00 Kroger card for food. 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 Thomas O’Neal. and carried by a unanimous vote. The meeting adjourned at 9:00 a.m.

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

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