



# BUTLER COUNTY VETERANS SERVICE COMMISSION

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## BUTLER COUNTY VETERANS SERVICE COMMISSION MEETING

1. Roll call conducted indicated the following members of the Butler County Veterans Service Commission Board of Commissioners were present for this regular meeting on April 21, 2021:

Commissioner Tom Jeffers, American Legion Representative  
Commissioner Bruce Jones, AmVets Representative  
Commissioner James James Eriksen Jr., VFW Representative  
Commissioner Chuck Weber, Member-at-Large

Office Staff Present: Executive Director/CVSO, Mike Farmer  
Assistant Executive Director/CVSO, Matt Jones  
Administrative Assistant, Loren McKenzie

2. The meeting of the Butler County Veterans Service Commission-Board of Commissioners was called to order by Commissioner Jones, with all standing for the Pledge of Allegiance.
3. A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners April 21, 2021 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
  - a) **March 17, 2021 minutes.** A motion was made by Commissioner Weber, and seconded by Commissioner Jones, to approve the minutes. Draft copies of these minutes were sent to Commissioners for review prior to this meeting.

<b>VOTE: To approve regular mtg. min</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

6. **Bill payment and operational expenses approvals:**
  - a) **Invoices paid March 11, 2021 – April 13, 2021.** A motion to approve was made by Commissioner Jeffers, and seconded by Commissioner Jones.

**BCVSC APRIL 21, 2021 MEETING MINUTES CONTINUED:**

<b>VOTE: To approve listed expenses</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- b) **Then and Now billing approval for Online Stores invoice # 287311 totaling \$1,453.18.** A motion to approve was made by Commissioner Jones, and seconded by Commissioner Jeffers, to approve.

<b>VOTE: To approve then and now</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

7. **Correspondence/Communications shared with Commissioners** (*No action needed*):

a) Thank you email and card from Dan Nicholas to Mike Farmer

8. **Office Outreach and Training Items**

a) March 2021 Statistical Report was shared for discussion

b) Outreach calendar

1) April outreach calendar

2) Memorial Day Events

3) Future Events

c) **Butler County Fair Sponsorship.** A motion was made by Commissioner Weber, and seconded by Commissioner Eriksen, to approve to sponsor a day for the Butler County Fair and have a booth, with the total NTE \$3,400.

<b>VOTE: To approve</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

9. **Old Business:**

a) None

10. **New Business:**

a) None

11. **Guests:**

a) None

12. A motion was made by Commissioner Eriksen, and seconded by Commissioner Weber, to go into closed executive session to discuss Financial Applications adjudicated in March 2021, 1<sup>st</sup> Quarter Financial Assistance Application Audit and Employee Performance (no vote required).

**BCVSC APRIL 21, 2021 MEETING MINUTES CONTINUED:**

<b>VOTE: To go into closed session</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

Discussion on Financial Applications adjudicated during March 2021, 1<sup>st</sup> Quarter Financial Assistance Application Audit and Employee Performance.

*At this time the BCVSC-BOC exited from Executive Session to vote on all items discussed as needed.*

13. Veteran case votes on items from Executive Session

- a) **Accept applications as adjudicated in March 2021.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to accept applications from March 1-31, 2021 as adjudicated by Executive Director. (Exhibit 1)

<b>VOTE: To accept</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- b) **Vote on 1<sup>st</sup> Quarter Financial Assistance Application Audit.** A motion was made by Commissioner Weber, and seconded by Commissioner Jones, to accept the 1<sup>st</sup> Quarter Financial Assistance Application Audit as written.

<b>VOTE: To accept as written</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- c) Discussed Employee Performance. No vote needed.

14. **Office Operations:**

- a) **Approval of Maria Hopkins as new Veteran Benefit Coordinator.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to approve the Maria Hopkins as new Veteran Benefit Coordinator.

<b>VOTE: To approve</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				


- a) **Give future vision presentation and discuss Middletown Office.** A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to not continue use of the Middletown office.


**BCVSC APRIL 21, 2021 MEETING MINUTES CONTINUED:**

<b>VOTE: To not continue use of Middletown Office</b>				
<b>TJ</b>	<b>BJ</b>	<b>DR</b>	<b>JE</b>	<b>CW</b>
<b>Y</b>	<b>Y</b>	<b>X</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- 15. **Statements, comments and/or discussion by:**
  - a) **Executive Director:** Staff doing an exceptional job. Next month I will have the budget in the meeting.
  - b) **Commissioners:** Chuck – Have a back up contingency plan as back up for staff if anyone is absent.
  
- 16. The date and time of the next regular meeting is posted as:
  - Date: **Wednesday, May 19, 2021**
  - Time: **09:30 AM**
  - Place: **VSC Hamilton Conference Room/WebEx**
  
- 17. A motion was made by Commissioner Jeffers, seconded by Commissioner Weber, and passing with unanimous votes to adjourn the meeting.

The undersigned acknowledge the correctness of these minutes and submit them as the official record:

  
\_\_\_\_\_  
Chuck Weber, President  
Butler County Veterans Service Commission

  
\_\_\_\_\_  
Tom Jeffers, Secretary  
Butler County Veterans Service Commission

**BCVSC April 21, 2021 MEETING MINUTES CONTINUED:**

<b>Veteran Name</b>	<b>Dependent</b>	<b>Occupation/relationship</b>	<b>City</b>	<b>Zip</b>	<b>Adjudication</b>	<b>Amount</b>	<b>Jan Meeting</b>
Back, Jody L.		Disabled	Middletown	45044	Initial	\$ 766.68	5 for-0 against
Brown, Elmer	Leida	Spouse	Hamilton	45011	Initial	\$1,055.68	5 for-0 against
Conrad, David L.	Jane	Widow	Hamilton	45015	Initial	\$ 501.87	5 for-0 against
Crews, John P.	Samantha	Widow	Trenton	45067	Initial	\$ 725.91	5 for-0 against
Faggione, Giacomo		Disabled	Hamilton	45011	Initial	\$ 791.06	5 for-0 against
Garrett III, Champ F.		Disabled	Trenton	45067	Initial	\$2,500.00	5 for-0 against
Obermeyer, Joseph A.		Laborer	Hamilton	45013	Initial	\$ 495.00	5 for-0 against
Price, Jason C.		Package Carrier	Hamilton	45011	Initial	\$ 735.00	5 for-0 against
Randall, Michael L.		Unemployed	Middletown	45044	Initial	\$1,155.00	5 for-0 against
Ridley Jr., Gary		Disabled	Hamilton	45011	Initial	\$1,770.02	5 for-0 against
Rivarde Jr., Farrell J.		Unemployed	Monroe	45050	Initial	\$2,499.02	5 for-0 against
Roark, James	Charlyne	Spouse	Middletown	45044	Initial	\$ 926.06	5 for-0 against
Terry, Christian A.		Finance Rep	Monroe	45050	Initial	\$2,332.97	5 for-0 against
Utterback, Allen J.		Disabled	Okeana	45053	Review	\$ 287.58	5 for-0 against
Whitlock, Ronald L.		Retired	Hamilton	45011	Initial	\$1,366.74	5 for-0 against
Williams, Morris		Unemployed	Hamilton	45015	Initial	\$ 405.00	5 for-0 against
Berger, Michael A.		Unemployed	Hamilton	45015	Incomplete	\$ -	5 for-0 against
Breedlove, Calvin L.		Door Dash Driver	Middletown	45044	Incomplete	\$ -	5 for-0 against
Buell, Donald W.		Disabled	Hamilton	45011	Incomplete	\$ -	5 for-0 against

Evans, Paul T.		Disabled	Middletown	45044	Incomplete	\$ -	5 for-0 against
Knox, Brady L.		Unemployed	Hamilton	45015	Incomplete	\$ -	5 for-0 against
Lathey, Michael L.		Disabled	Hamilton	45011	Incomplete	\$ -	5 for-0 against
Dick, Perry B.	Evelyn	Widow	Middletown	45044	Denied	\$ -	5 for-0 against
Woodard, Carl D.		Disabled	Hamilton	45011	Denied	\$ -	5 for-0 against