



# 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 July 20, 2022:

Commissioner Bruce Jones, AMVETS Representative  
Commissioner Dave Reed, DAV Representative  
Commissioner Tom Jeffers, American Legion Representative  
Commissioner Chuck Weber, At-Large Representative

Office Staff Present: Executive Director/CVSO, Mike Farmer  
Assistant Director/CVSO, Matt Jones  
Administrative Assistant to Exec. Staff, Lisa Meece

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 Weber, and seconded by Commissioner Reed, and passing unanimously to approve the agenda, for this Butler County Veterans Service Commission Board of Commissioners July 20, 2022 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
  - a) June 22, 2022 minutes. Motion made by Commissioner Reed, and seconded by Commissioner Jeffers, to approve the regular meeting minutes. Draft copies of these minutes were sent to Commissioners for review prior to this meeting.

VOTE: To approve				
Vacant Seat	CW	TJ	DR	BJ
	Y	Y	Y	Y
<b>MOTION CARRIES</b>				

6. **Bill payment and operational expenses approvals:**  
 a) Invoices paid June 1, 2022 – June 30, 2022. Motion to approve made by Commissioner Jeffers, and seconded by Commissioner Reed.

<b>VOTE: to approve</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

7. **Correspondence/Communications shared with Commissioners:**  
*(No action needed)*  
 a) None

8. **Office Outreach and Training Items** *(No action needed):*  
 a) June 2022 Statistical Report was shared for discussion  
 b) July/August Outreach Calendar was shared

9. **Old Business:**  
 a) None

10. **New Business:**  
 a) MapSys Contract. A motion was made by Commissioner Jones, and seconded by Commissioner Reed to approve the MapSys contract for routine Software maintenance and updates NTE \$5,000.

<b>VOTE: to approve</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

11. **Guests:** None

12. A motion was made by Commissioner Jones, and seconded by Commissioner Jeffers, to go into closed executive session to discuss financial applications for June 2022, two (2) appeals for Financial Assistance, to review the 2<sup>nd</sup> Quarter Financial Applications Audit and to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official licensee or regulated individual requests a public hearing.

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

Discussion on Financial Applications adjudicated during June 2022, two (2) Financial Application Appeals, the 2<sup>nd</sup> Quarter Financial Assistance Audit and personnel matters.

*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 June 2022.** A motion was made by Commissioner Weber, and seconded by Commissioner Jeffers to accept the applications from June 1-30, 2022 as adjudicated by Executive Director. (Exhibit 1)

<b>VOTE: To accept</b>				
Vacant Seat	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- b) **Vote on appeal for assistance c/o Veteran Berry.** A motion was made by Commissioner Jeffers and seconded by Commissioner Reed to deny the appeal for financial assistance c/o Veteran Berry.

<b>VOTE: To deny</b>				
Vacant Seat	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- c) **Vote on appeal for assistance c/o Veteran Hicks.** A motion was made by Commissioner Reed and seconded by Commissioner Weber to continue the suspension c/o Veteran Hicks.

<b>VOTE: To continue suspension</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- d) **Approval of 2<sup>nd</sup> Quarter Financial Assistance Audit.** A motion was made by Commissioner Jeffers and seconded by Commissioner Weber to accept the 2<sup>nd</sup> Quarter Audit of Financial Assistance Applications. (Exhibit 2)

<b>VOTE: To accept audit</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

14. **Office Operations:**

- a) **Vote on 2<sup>nd</sup> Quarter Employee of the Quarter.** A motion was made by Commissioner Jones and seconded by Commissioner Weber to approve Anita Lewis as nominated, to be 2<sup>nd</sup> Quarter Employee of the Quarter, 2022.

<b>VOTE: To approve</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- b) **Vote to approve final probation evaluation for Daniel Anderson.** A motion was made by Commissioner Jeffers and seconded by Commissioner Reed to approve the final probation evaluation for Daniel Anderson.

<b>VOTE: To approve</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

- c) **Vote to approve Tian Myers to attend Ohio Womens Veteran Conference.**  
 A motion was made by Commissioner Weber and seconded by Commissioner Jeffers to approve Veteran Service Officer Tian Myers to attend the Ohio Womens Veteran Conference NTE \$130.

<b>VOTE: To approve</b>				
<b>Vacant Seat</b>	<b>CW</b>	<b>TJ</b>	<b>DR</b>	<b>BJ</b>
	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>
<b>MOTION CARRIES</b>				

15. **Statements, Comments and/or Discussion by:**

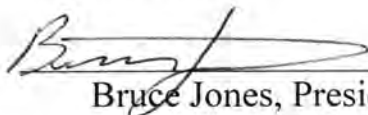
- a) Executive Director: Director Farmer invited everyone to Veterans Day at the Butler County Fair on Wednesday, July 27<sup>th</sup> and to the Veterans Town Hall that is being held August 30<sup>th</sup> from 6:00-8:30PM at 315 High Street, 1<sup>st</sup> floor.
- b) Commissioners: Commissioner Weber invited the public to the Butler County Fair to meet the commissioners and to possibly get things started with our office. Commissioner Reed invited everyone to the fair as well.

16. The date and time of the next regular meeting is posted as:

Date: **Wednesday, August 17, 2022**  
 Time: **09:30 A.M.**  
 Place: **VSC Hamilton Conference Room**

17. A motion was made by Commissioner Weber seconded by Commissioner Reed and passing with unanimous votes to adjourn the meeting.

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

  
 \_\_\_\_\_  
 Bruce Jones, President

  
 \_\_\_\_\_  
 Tom Jeffers, Secretary

Butler County Veterans Service Commission



**BUTLER COUNTY  
VETERANS SERVICE COMMISSION**

**Monthly Meeting Minutes**

**Application Period**

**6/1/2022 to 6/30/2022**

<u>Veteran Full Name</u>	<u>Dependant Applicant Name</u>	<u>Occupation - Relationship</u>	<u>City</u>	<u>Zip</u>	<u>Adjudication</u>	<u>Approved Aid</u>	<u>Meeting</u>
ADKINS, ROBERT	ADKINS, BRENDA	SPOUSE	HAMILTON	45011	Initial Application - Approved	\$1,482.69	5 for - 0 against
BAKER, RAYMOND	BAKER, ROSEINA	SPOUSE	HAMILTON	45013	Initial Application - Approved	\$428.57	5 for - 0 against
BERRY, DOUGLAS		DISH WASHER	MIDDLETOWN	45042	Initial Application - Approved	\$195.00	5 for - 0 against
BUELL, DONALD		DISABILITY	LIBERTY TOWNSHIP	45011	Initial Application - Approved	\$1,169.61	5 for - 0 against
CONLEY JR, MURRIE		DISABLED	MIDDLETOWN	45044	Initial Application - Approved	\$1,165.00	5 for - 0 against
DAUGHERTY, DONALD		QUALITY CONTROL	LIBERTY TOWNSHIP	45011	Initial Application - Approved	\$2,204.13	5 for - 0 against
DUNMIRE, WALTER		PART TIME PIZZA MAKER	MIDDLETOWN	45042	Initial Application - Approved	\$2,410.00	5 for - 0 against
ELLIOTT, PIRK		SERVICE ADVISOR	WEST CHESTER	45069	Initial Application - Approved	\$2,215.33	5 for - 0 against
GIST SR, JAMES		DISABLED	HAMILTON	45013	Initial Application - Approved	\$469.51	5 for - 0 against
HAWKINS-BANKS, IDA		ADMIN ASSISTANT	FAIRFIELD	45014	Initial Application - Approved	\$2,056.98	5 for - 0 against
JACKSON, REX		LABORER	MIDDLETOWN	45044	Initial Application - Approved	\$1,712.00	5 for - 0 against
MEIBERS, JOSEPH		RETIRED	WEST CHESTER	45069	Initial Application - Approved	\$2,357.36	5 for - 0 against
O'HAIR, WILLIAM		RETIRED	MIDDLETOWN	45042	Initial Application - Approved	\$1,013.63	5 for - 0 against
ROSE, TERRY		DISABLED	MIDDLETOWN	45044	Initial Application - Approved	\$2,181.66	5 for - 0 against
SAMPLES, LANCE		SALES	HAMILTON	45011	Initial Application - Approved	\$854.27	5 for - 0 against
SMITH, DONALD	SMITH, PAULA		FAIRFIELD	45014	Initial Application - Approved	\$1,555.00	5 for - 0 against
SPARKS, TIMOTHY		UNEMPLOYED	FAIRFIELD TWP	45011	Initial Application - Approved	\$1,337.07	5 for - 0 against
SUMMEROUR, MARIO		CONTRACTOR (MOLDS FOR	HAMILTON	45013	Initial Application - Approved	\$1,040.00	5 for - 0 against
WASHINGTON JR, KERNON		DOOR DASH	MIDDLETOWN	45044	Initial Application - Approved	\$2,398.00	5 for - 0 against
WOLF II, BERTRAM		UNEMPLOYED	TRENTON	45067	Initial Application - Approved	\$1,328.23	5 for - 0 against
YOUNT, ANTHONY	YOUNT, VICKI	WIDOW	MIDDLETOWN	45044	Initial Application - Approved	\$613.50	5 for - 0 against



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VETERANS SERVICE COMMISSION**

**Monthly Meeting Minutes**

**Application Period**

**6/1/2022 to 6/30/2022**

<u>Veteran Full Name</u>	<u>Dependant Applicant Name</u>	<u>Occupation - Relationship</u>	<u>City</u>	<u>Zip</u>	<u>Adjudication</u>	<u>Approved Aid</u>	<u>Meeting</u>
BLEVENS, ALLAN	BLEVENS, TONYA	WIDOW	FAIRFIELD	45014	Initial Application - Denied	\$0.00	5 for - 0 against
HICKS, AMBER		STUDENT	HAMILTON	45011	Initial Application - Denied	\$0.00	5 for - 0 against
KEIL JR, ROY			HAMILTON	45011	Initial Application - Denied	\$0.00	5 for - 0 against
ROMERO, MOSES		TEACHER	MIDDLETOWN	45042	Initial Application - Denied	\$0.00	5 for - 0 against
THOMAS SR, FREDERICK	THOMAS MAIDEN: HOFFMAN, JEAN	WIDOW	HAMILTON	45011	Initial Application - Denied	\$0.00	5 for - 0 against
KELLER , JASON		DISABLED	MIDDLETOWN	45044	Initial Application - Incomplete	\$0.00	5 for - 0 against
SAUCEDO, GRACIANO		UNEMPLOYED	MIDDLETOWN	45042	Initial Application - Incomplete	\$0.00	5 for - 0 against



**BUTLER COUNTY  
VETERANS SERVICE COMMISSION**

**Audit Report**

4/1/2022 to 6/30/2022

<b>Explanation of How Applications are Chosen for Audit</b>			
<b>Month</b>	<b>No. of Applications</b>	<b>10% of Applications</b>	<b>Rounded to Whole Number</b>
JANUARY	0	0.00	0
FEBRUARY	0	0.00	0
MARCH	0	0.00	0
APRIL	34	3.40	4
MAY	29	2.90	3
JUNE	28	2.80	3
JULY	0	0.00	0
AUGUST	0	0.00	0
SEPTEMBER	0	0.00	0
OCTOBER	0	0.00	0
NOVEMBER	0	0.00	0
DECEMBER	0	0.00	0
TOTALS	91	9.10	10





**BUTLER COUNTY  
VETERANS SERVICE COMMISSION**

**Audit Report**

4/1/2022 to 6/30/2022

**April 2022**

Applications Chosen for Audit						Last Application Information			
Name	Award Amount	Amount Requested	Recorded Income	Recorded Expenses	App #	Last Application Date	Result	Award Amount	Other Information
ALLEN, RICKY (1476)	\$919.09	\$1,584.09	\$2,134.00	\$1,950.48	16	Old System		\$0.00	
PEOPLES JR, KIRK (17054)	\$0.00	\$2,272.37	\$5,261.46	\$2,992.59	8	Old System		\$0.00	
TRETT, BRIAN (16727)	\$455.00	\$455.00	\$87.95	\$455.00	2	Old System		\$0.00	
WHITAKER, ROLAND (17)	\$955.12	\$955.12	\$1,871.61	\$1,696.49	2	Old System		\$0.00	

**May 2022**

Applications Chosen for Audit						Last Application Information			
Name	Award Amount	Amount Requested	Recorded Income	Recorded Expenses	App #	Last Application Date	Result	Award Amount	Other Information
FARLEY, BOBBY (17127)	\$610.00	\$610.00	\$1,428.00	\$1,748.59	1			\$0.00	
SCOGGINS, DAVID (12044)	\$2,363.13	\$2,363.13	\$3,315.66	\$4,016.35	2	12/20/2021	Approved	\$1,477.59	
GABBARD, RICHARD (10367)	\$0.00	\$1,974.89	\$5,033.93	\$2,993.10	26	03/01/2022	Approved	\$1,155.00	

**June 2022**

Applications Chosen for Audit						Last Application Information			
Name	Award Amount	Amount Requested	Recorded Income	Recorded Expenses	App #	Last Application Date	Result	Award Amount	Other Information
DAUGHERTY, DONALD (11049)	\$2,204.13	\$2,204.13	\$1,364.18	\$1,337.00	8	Old System		\$0.00	
KEIL JR, ROY (4871)	\$0.00	\$1,488.65	\$2,327.43	\$2,810.92	5	Old System		\$0.00	
HICKS, AMBER (4317)	\$0.00	\$1,937.50	\$1,256.44	\$1,875.00	7	12/22/2021	Approved	\$2,112.21	