



BUTLER COUNTY VETERANS SERVICE COMMISSION

315 High Street, 1st Floor
Hamilton, OH 45011-6068

vsc@butlercountyohio.org
www.bcvets.org

(513) 887-3600
Fax (513) 887-3519

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 May 19, 2021:

Commissioner Tom Jeffers, American Legion Representative
Commissioner Bruce Jones, AmVets Representative
Commissioner David Reed, DAV Representative (Came in late)
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 May 19, 2021 regular meeting.
4. Reading Open Meeting and Right to Speak at Meeting guidelines were waived.
5. **Meeting minutes approval:**
a) **April 21, 2021 minutes.** A motion was made by Commissioner Jones, and seconded by Commissioner Erikson, to approve the minutes. Draft copies of these minutes were sent to Commissioners for review prior to this meeting.

| VOTE: To approve regular mtg. min | | | | |
|-----------------------------------|----|----|----|----|
| TJ | BJ | DR | JE | CW |
| Y | Y | X | Y | Y |
| MOTION CARRIES | | | | |

6. **Bill payment and operational expenses approvals:**

BCVSC MAY 19, 2021 MEETING MINUTES CONTINUED:

- a) **Invoices paid April 14, 2021 – May 12, 2021.** A motion to approve was made by Commissioner Weber, and seconded by Commissioner Jones and Commissioner Jeffers.

| VOTE: To approve listed expenses | | | | |
|---|-----------|-----------|-----------|-----------|
| TJ | BJ | DR | JE | CW |
| Y | Y | X | Y | Y |
| MOTION CARRIES | | | | |

- b) **Then and Now billing approval for Kroger’s invoices totaling \$1,043.46 (spreadsheet).** A motion was made by Commissioner Jones, and seconded by Commissioner Weber, to approve.

| VOTE: To approve | | | | |
|-------------------------|-----------|-----------|-----------|-----------|
| TJ | BJ | DR | JE | CW |
| Y | Y | X | Y | Y |
| MOTION CARRIES | | | | |

- c) **Then and Now billing approval for VetraSpec invoice VS-OHI-004-2021A totaling \$1,317.48.** A motion was made by Commissioner Jones, and seconded by Commissioner Erikson, to approve.

| VOTE: To approve | | | | |
|-------------------------|-----------|-----------|-----------|-----------|
| TJ | BJ | DR | JE | CW |
| Y | Y | X | Y | Y |
| MOTION CARRIES | | | | |

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

- a) Thank you to Casey James from Sandra Berlepsch
- b) Thank you to Matt Jones from Latham Family

Commissioner Dave Reed Joined Meeting

8. Office Outreach and Training Items

- a) April 2021 Statistical Report was shared for discussion
- b) Outreach calendar
 - 1) May outreach calendar
 - 2) Future Events

9. Old Business:

- a) None

10. New Business:

- a) **Approve 2022 Tax Budget.** A motion was made by Commissioner Weber, and seconded by Commissioner Erikson, to approve the 2022 tax budget as written.

BCVSC MAY 19, 2021 MEETING MINUTES CONTINUED:

| | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|
| VOTE: To approve as written | | | | |
| TJ | BJ | DR | JE | CW |
| Y | Y | Y | Y | Y |
| MOTION CARRIES | | | | |

- c) **Approve 2020 SSA COLA Increase 1.3%.** A motion was made by Commissioner Weber, and seconded by Commissioner Jones, to approve the 2020 SSA COLA Increase for 1.3%.

| | | | | |
|-------------------------|-----------|-----------|-----------|-----------|
| VOTE: To approve | | | | |
| TJ | BJ | DR | JE | CW |
| Y | Y | Y | Y | Y |
| MOTION CARRIES | | | | |

- 11. **Guests:**
a) None

- 12. A motion was made by Commissioner Jones, and seconded by Commissioner Eriksen, to go into closed executive session to discuss Financial Applications adjudicated in April 2021.

| | | | | |
|--|-----------|-----------|-----------|-----------|
| VOTE: To go into closed session | | | | |
| TJ | BJ | DR | JE | CW |
| Y | Y | Y | Y | Y |
| MOTION CARRIES | | | | |

Discussion on Financial Applications adjudicated during April 2021.

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 April 2021.** A motion was made by Commissioner Weber, and seconded by Commissioner Jones, to accept applications from April 1-30, 2021 as adjudicated by Executive Director. (Exhibit 1)

| | | | | |
|------------------------|-----------|-----------|-----------|-----------|
| VOTE: To accept | | | | |
| TJ | BJ | DR | JE | CW |
| Y | Y | Y | Y | Y |
| MOTION CARRIES | | | | |

- 14. **Office Operations:**
a) **Approval of Final Evaluation c/o Lisa Meece.** A motion was made by Commissioner Eriksen, and seconded by Commissioner Reed, to approve the final Evaluation of Lisa Meece and remove her from probation.

BCVSC MAY 19, 2021 MEETING MINUTES CONTINUED:

| | | | | |
|-------------------------|-----------|-----------|-----------|-----------|
| VOTE: To approve | | | | |
| TJ | BJ | DR | JE | CW |
| Y | Y | Y | Y | Y |
| MOTION CARRIES | | | | |

b) **Update on Middletown Office (no vote required)**

c) **COVID update/policies.** A motion was made by Commissioner Jones, and seconded by Commissioner Reed, to allow the Executive Director authority to impliment and follow county policy, and return to face-to-face appointments beginning June 3rd, 2021.

| | | | | |
|-------------------------|-----------|-----------|-----------|-----------|
| VOTE: To approve | | | | |
| TJ | BJ | DR | JE | CW |
| Y | Y | Y | Y | Y |
| MOTION CARRIES | | | | |

15. **Statements, comments and/or discussion by:**

a) **Executive Director:** Thanked the staff for doing a fantastic job in serving the community. He publicly thanked both the Board and the staff for the flexibility over the last year adapting to changes. With the recent change in Health Orders, it is expected that outreach return in full form for the remainder of the year.


b) **Commissioners:**

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

Date: **Wednesday, June 16, 2021**
Time: **09:30 AM**
Place: **VSC Hamilton Conference Room/WebEx**

17. A motion was made by Commissioner Eriksen, seconded by Commissioner Jones, 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



Tom Jeffers, Secretary

Butler County Veterans Service Commission

BCVSC May 19, 2021 MEETING MINUTES CONTINUED:

| Veteran Name | Dependent | Occupation/relationship | City | Zip | Adjudication | Amount | Jan Meeting |
|----------------------|------------------|--------------------------------|--------------|------------|---------------------|---------------|--------------------|
| Burdine, Charles J. | Venita | Widow | Fairfield | 45014 | Initial | \$2,200.97 | 5 for-0 against |
| Conrad, David L. | Jane | Widow | Hamilton | 45015 | Initial | \$ 285.00 | 5 for-0 against |
| Elliott, Roger D. | | Unemployed | Hamilton | 45013 | Initial | \$1,689.23 | 5 for-0 against |
| Mazion, Otis | Janice | Widow | Fairfield | 45014 | Initial | \$ 557.86 | 5 for-0 against |
| Oaks, Edwin, E. | | Disabled | Middletown | 45044 | Initial | \$ 345.00 | 5 for-0 against |
| Parker, Tyler L. | | Unemployed | Hamilton | 45011 | Initial | \$ 405.00 | 5 for-0 against |
| Peters, Carl | | Disabled | Hamilton | 45013 | Initial | \$ 345.00 | 5 for-0 against |
| Randall, Michael L. | | Labor | Middletown | 45044 | Initial | \$1,120.00 | 5 for-0 against |
| Terry, Christian A. | | Finance Rep | Monroe | 45050 | Initial | \$1,303.37 | 5 for-0 against |
| Thomas, Venita | | Unemployed | Fairfield | 45014 | Initial | \$1,627.65 | 5 for-0 against |
| Turner, Randy | | Temp Service | Hamilton | 45011 | Initial | \$ 965.15 | 5 for-0 against |
| Vasquez, Iliana J. | | Receptionist | West Chester | 45069 | Initial | \$2,410.00 | 5 for-0 against |
| Whitfield, Jessie L. | | Amazon | Fairfield | 45014 | Initial | \$2,046.81 | 5 for-0 against |
| Williams, David C. | | Unemployed | Middletown | 45044 | Initial | \$2,500.00 | 5 for-0 against |
| Blythe, Orlando D. | | Factory Associate | Hamilton | 45015 | Incomplete | \$ - | 5 for-0 against |
| Inman, Curtis | | Retired | Hamilton | 45015 | Incomplete | \$ - | 5 for-0 against |
| Thompson, Douglas E. | | Truck Driver | Middletown | 45042 | Denied | \$ - | 5 for-0 against |