

## Tentative Agenda for the October 19, 2022

### BUTLER COUNTY VETERANS SERVICE COMMISSION REGULAR MEETING

- 1) Roll call of members present: Bruce Jones, President  
Dave Reed, Vice President  
Tom Jeffers, Secretary  
Chuck Weber, Member  
Mark Applegate, Member  
  
Staff in Attendance: Mike Farmer, Executive Director/CVSO  
Matt Jones, Assistant Executive Director/CVSO  
Lisa Meece, Administrative Assistant to Exec. Staff
- 2) Call meeting to order.
- 3) Approval of this *AGENDA* for **October 19, 2022** BCVSC-Board of Commissioners' regular meeting.
- 4) READ TO GUESTS if ***NOT*** waived by guests or no guests present. (**Laminated Script**)
  - a) The Open Meeting Act (The Sunshine Law)
  - b) NOTICE: Guest(s) Attending Butler County Veterans' Service Commission-Board of Commissioner's Meeting(s).
- 5) Approval of prior meeting minutes:
  - a) Minutes of the September 7, 2022 Regular Meeting approval
- 6) Approval of BCVSC Expenses:
  - a) Billings approved for invoices paid 09/01/2022 – 09/30/2022
- 7) Executive Director Report
  - a) Operating Budget
  - b) Camp Lejeune Justice Act
  - c) Vet Center and City of Hamilton
  - d) Brief overview
- 8) Correspondence/Communication
  - a) Thank you- Veteran Sedgwick to Tian Myers
  - b) Thank you- Veteran Caver to Pam Klink
  - c) Thank you- Veteran Church to Staff
  - d) Thank you- Senator Brown to Mike Farmer
- 9) Office Outreach Programs, Staff Training Items, and Advertising Items
  - a) Statistical Reports September 2022
  - b) Outreach Calendar October/November
  - c) Highlight 3 Veterans Day events

- 9) Old Business:
- a) Approve to enter contract with Cox Media Publishing
  - b) Approve to enter contract with Key-Ads Advertising
- 10) New Business:
- a) Thanksgiving Turkey Give-A-Way
  - b) West Chester and Hamilton Chamber of Commerce Memberships
  - c) Approval to proceed in contracting with Fox19Now based on RFP 2022-09-VSC3
  - d) Approval to proceed in contracting with Spectrum Reach based on RFP 2022-09-VSC3
  - e) Approval to proceed in contracting with Cumulus based on RFP 2022-09-VSC3
  - f) Approve to proceed in contracting with iHeart Media based on RFP 2022-09-VSC3
- 11) Guest Statements and Comments: Guest(s) will be permitted three (3) minutes each to make statements, comments, and/or suggestions to the Commissioners.
- a) None
- 12) Closed Executive Session to discuss July Financial Applications, 3<sup>rd</sup> Quarter Financial Audit and one (1) appeal for financial assistance.
- a) Review of cases adjudicated September 2022
  - b) Review 3<sup>rd</sup> Quarter Financial Assistance Application Audit
  - c) One (1) appeal for Financial Assistance
- 13) Butler County Veterans Service Commission case votes on Executive Session items.
- a) Approve Applications as adjudicated September 2022
  - b) 3<sup>rd</sup> Quarter Financial Assistance Application Audit
  - c) Appeal for Financial Assistance
- 14) Office Operations
- a) Employee of the Quarter
  - b) Rental of a Storage Unit
  - c) Purchasing of Sound Equipment
  - d) 2022 Veteran of the Year
  - e) Commissioners Fall Conference
  - f) Approve Assist. Director to attend Advanced Appeals
- 15) Statements, Suggestions, Comments
- a) Executive Director:
  - b) Commissioners:
- 16) Next meeting:
- |        |                                     |
|--------|-------------------------------------|
| Date:  | November 16, 2022 (Regular Meeting) |
| Time:  | <b><u>9:30 AM</u></b>               |
| Place: | VSC Conference Room                 |
- 17) Meeting adjourned.