



American Legion
MEL BAHER
COMMISSIONER



American Veterans
FRANK POCCI
COMMISSIONER



Disabled American Veterans
DANIEL T. WEIST
COMMISSIONER



Veterans of Foreign Wars
CLAYTON E. UZELL
COMMISSIONER



Vietnam Veterans of America
BOB POTTS
COMMISSIONER

JON REISS
EXECUTIVE DIRECTOR

Cuyahoga County Veterans Service Commission

Ph: 216.698.2600 • Fax: 216.698.2650
Email: vscmail@cuyahogacounty.us
1849 Prospect Avenue • Suite 150 • Cleveland, OH 44115



MINUTES

DATE: February 19, 2014 9:30 a.m.

PRESENT: Clayton E. Uzell, President
Daniel T. Weist, Vice President
Mel Baher, Secretary
Frank Pocci, Commissioner
Bob Potts, Commissioner
Jon Reiss, Executive Director
Lorri Slivka, Executive Secretary
Brian Gutkoski, Asst. County Prosecutor

VISITORS: Brian Albrecht, Plain Dealer

PURPOSE: GENERAL MONTHLY MEETING

The meeting was called to order by President Clay Uzell followed by the Pledge of Allegiance.

A motion was made by Mel Baher and seconded by Bob Potts to dispense with the reading of the Consent Agenda and to accept the agenda with the necessary corrections and/or additions. (All Commissioners have a copy of the minutes.)

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried.

STATE OF THE COMMISSION AND FINANCE REPORT (Attached)

A motion was made by Mel Baher and seconded by Frank Pocci to accept the report of the Executive Director as given.

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried.

OLD BUSINESS:

The CCVSC will return to using the services of The Church Street Ministries who provide used furniture, household goods and more for those who need emergency assistance. Currently, we are only using the Furniture Bank for basic home furnishings.

NEW BUSINESS:

A motion was made by Mel Baher and seconded by Dan Weist to approve Resolution 2014-10 providing for the purchase of a maintenance agreement for the KnowledgeTree document management system for the period February 19, 2014 through February 19, 2015, expenses not to exceed \$5,032.00

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried.

A motion was made by Mel Baher and seconded by Frank Pocci to approve Resolution 2014-11 requesting authority for the Executive Director to attend the OSACVSO New Service Officer School from April 14-17, 2014 in Dublin, Ohio, expenses not to exceed \$2,000.00.

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried.

A motion was made by Dan Weist and seconded by Bob Potts to approve Resolution 2014-12 requesting authority for the Executive Director to attend the National Coalition for Homeless Veterans Annual Conference in Washington, D.C., to assist in the objective of ending homelessness among veterans by 2015, expenses not to exceed \$2,500.00.

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried.

GOOD OF THE ORDER:

The Vietnam Veterans of America's End of the Vietnam War Ceremony will take place on April 30, 2014 at the Veterans Memorial Plaza, Mall A, in downtown Cleveland, with the reading of the names at 5:30 p.m.

The VFW received books donated by South Korean veterans to all Korean War Veterans and their families entitled "Korea Reborn, A Grateful Nation" in commemoration of their service and sacrifice.

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Bob Potts to go into Executive Session to discuss matters of confidentiality and compensation.

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried. (10:25 a.m.)

A motion was made by Mel Baher and seconded by Bob Potts to come out of Executive Session and return to the regular order of business.

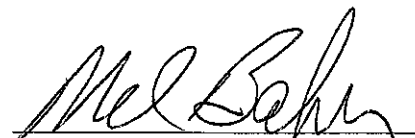
AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried. (11:04 a.m.)

In Executive Session, the Board discussed employee compensation and other confidential information that was provided by the Executive Director concerning recipients of financial assistance. The Executive Director was given instructions on how to proceed.

With no further business, a motion was made by Bob Potts and seconded by Frank Pocci to adjourn the meeting at 11:06 a.m.

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried.


Clayton E. Uzell, President


Mel Baher, Secretary

CONTACT INFORMATION

Requests for Financial Assistance: Jennifer Mazzeo, Manager/Senior Investigator (216-698-2621)
Filing claims with the Dept. of Veterans' Affairs: Melinda Halliburton, Service Office Manager (216-698-2639)
Memorial Affairs: Laurene Rutkowski, Manager (216-698-2655)
Social Work Dept.: Terry Walker, Manager, Social Worker/Case Management (216-698-2379)
Executive Director: Jon Reiss (216-698-2611)
Commissioners: Lorri Slivka, Secretary to the Board (216-698-2646)

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

Progress Report on the State of the Commission

January, 2014

Issued by:

The CCVSC Commissioners

Clayton E. Uzell - President, VFW

Daniel Weist – Vice President, DAV

Mel Baher – Secretary, American Legion

Frank Pocci – AMVETS

Bob Potts – VVA

February 19, 2014

Submitted By: Jon Reiss – Executive Director

The following report summarizes the progress and state of the Cuyahoga County Veterans Service Commission as of January 31, 2014:

Executive:

The Executive Director

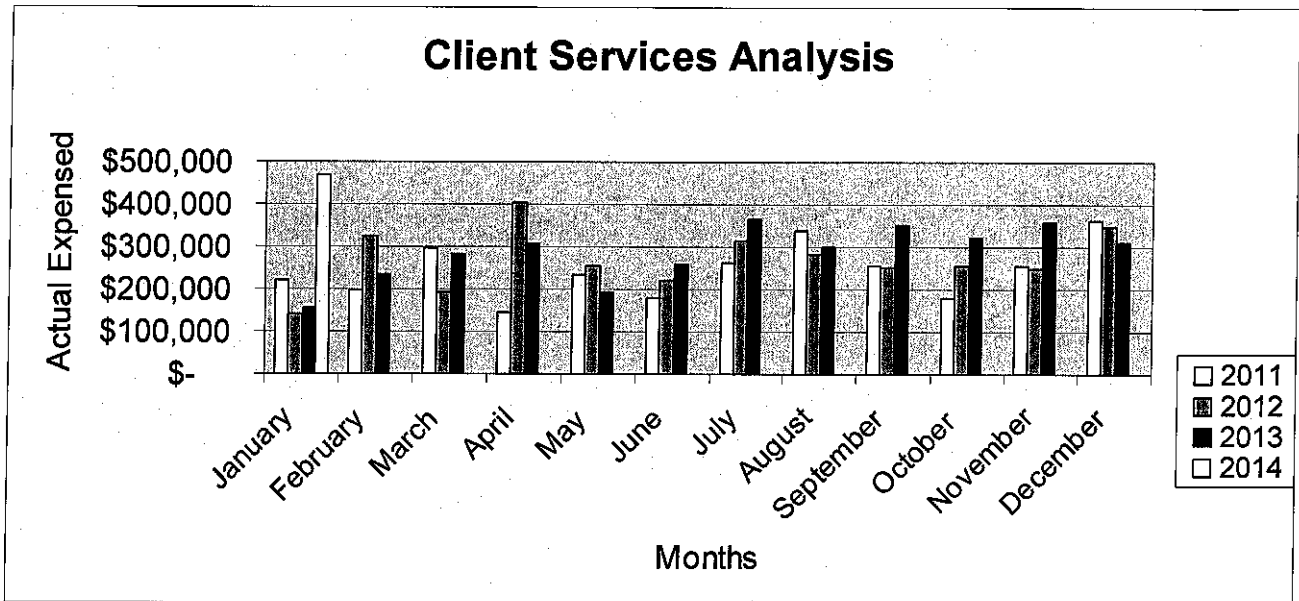
- Met with Martin Williams from SSVF
- Met with Dom Case Managers and Social Workers
- Met with Martin Murphy from the Veterans Court Docket
- Met with Michael Salois, Executive Director of Veterans Programs from the VOA
- Met staff of the Lucas County VSC
- Attended the Homeless Stand Down
- Met with Jim Ciepely from ER Partners and eVetAssist
- Met with Red Cross Community Blueprint
- Met with staff of the Montgomery, Hamilton, Franklin and Summit VSC's
- Met with Danny Eakins from ODVS
- Met with staff of ODJFS

Finance Department

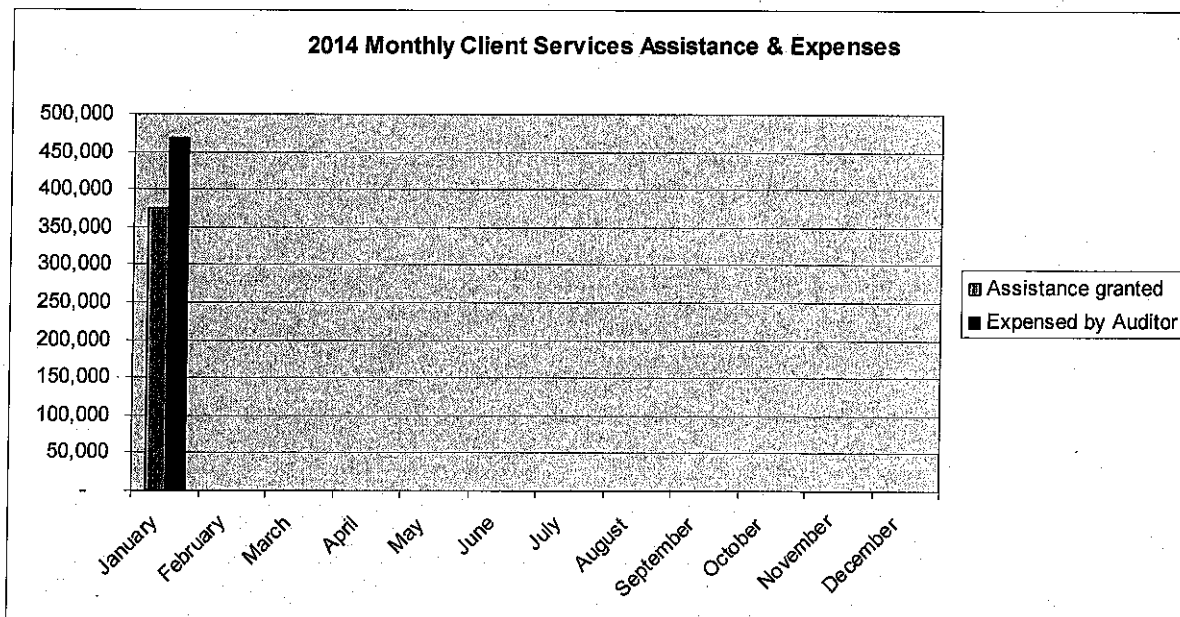
Below are selected January reports from the CCVSC Finance Department. The following charts/graphs depict the overall expenditures by area and type.

Client services include: Financial Assistance for Medical, Food, Mortgage, Rent, Utilities, Infant Layette, Personal Hygiene, Shoes & Clothing

Comparative Chart Analysis



Actual 2014 Expenses



Total 2014 Expense Analysis

	Total	YTD	YTD	Remaining	2014	Budget
	Budget	Expenditure	Encumbr	Expenditures	Projection	Variance
Salaries	1,823,984	195,304	-	1,557,368	1,752,672	71,312
Fringe Benefits	638,394	72,101	-	541,334	613,435	24,959
Commodities	33,000	4,103	-	27,295	31,398	1,602
Contract Services	507,477	6,525	41,021	459,931	466,456	-
Controlled Expenditures	323,643	-	-	323,643	323,643	-
Client Services	3,251,069	468,264	-	2,980,142	3,448,406	(197,337)
Other Expenditures	358,377	45,721	7,805	255,606	301,327	49,245
Capital Outlay	51,000	-	25,000	-	-	26,000
Total Expenditures	6,986,944	792,018	73,826	6,145,319	6,937,337	(24,219)

Assistance Department:

January's financial assistance totaled \$468,264, up from \$310,813 issued during December and up from \$153,527 issued in January of 2013. Year to date client assistance for 2014 is \$468,624 and YTD for 2013 was \$153,527, up \$314,737.

The January Financial Assistance Department activity report follows below.

Indicator	Jan. 2014	Jan. 2013	% Change		
Number of clients seeking hardship assistance	835	873	-4.4%		
Total applications taken	722	727	-.7%		
Applications Withdrawn	(33)	(29)	13.8%		
Applications Denied	(58)	(72)	-19.4%		
Total applications approved for hardship assistance (with trans.)	631	626	.8%		
Transportation only approvals	(373)	(422)	-11.6%		
F/A applications approved	258	204	26.5%		

Indicator	YTD 2014	YTD 2013	% Change		
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During January, 2014, 64* veterans applied for assistance for the first time bringing the 2014 YTD total 64. Of the 64 new claims, 60 were approved, 0 were approved at Level III, 1 was partially approved, 0 were denied and 3 were withdrawn. In January, 2013, 37 veterans applied for assistance for the first time bringing the 2013 YTD total to 37.

*Not verified through KT.

Listed below is a breakdown of appeals for the month of January, 2014.

Appeal Officer workdays	8
Cases on hand at beginning of month	14
Cases received	52
Cases worked	41
Cases on hand at end of month	25

<u>Appeal Officer Appeals</u>	<u>Jan.</u> <u>2014</u>	<u>YTD</u>
Cases Approved	24	24
Cases Denied	12	12
Cases Denied/withdrawn, no show	2	2
Cases Withdrawn	3	3
Total	41	41

<u>Board Appeals</u>	<u>Jan.</u> <u>2014</u>	<u>YTD</u>
Cases Approved	5	5
Cases Denied	9	9
Cases Withdrawn	0	0
Cases Verifying Fraud	4	4
Client is Eligible (Review DD-214)	0	0
Fraud Not Verified	0	0
Attempted Fraud	0	0
Sanctioned	<u>0</u>	<u>0</u>
Total	18	18

Medical and Other Transportation:

January assistance expensed for transportation totaled \$10,083.50 for the month, \$9,783.50 for medical bus tickets and \$300 for other transportation. Year to date transportation totaled \$10,083.50. Year to date medical transportation totaled \$9,783.50 and needs based transportation totaled \$300.

Medical and Dental Programs:

Medical payments for January amounted to \$3,216 with \$2,556 expensed for Dental and \$660 for Vision. Year to date medical expenses totaled \$3,216. Dental payments year to date are \$2,556 and Vision year to date payments are \$660.

\$0 Hearing Aid payments were expensed in January. Year to date Hearing Aid payments totaled \$0.

Memorial Affairs Department:

\$12,983 was expensed during January, 2014 for indigent veteran funeral expenses, up \$3,192.15 from January, 2013. During January, 13 indigent burials were approved. The burials were for 0 Air Force, 0 Marine, 2 Navy and 11 Army veterans.

Following are the 2014 Year to Date statistics for Memorial Affairs:

	Jan.	2014 YTD	Jan.	2013 YTD
DD-214 Search	125	125	124	124
Benefits Counseling	1059	1059	866	866
Undelivered-Incorrect Headstone/Research	5	5	13	13
Presidential Memorial Certificates	102	102	82	82
National Cemetery Referrals	75	75	82	82
Blue Star Service Banners	0	0	0	0
Indigent Burials	13	13	11	11

Veterans Service Officers:

Following are some of the major statistics reported by VSO Randy Stevenson for the month of January, 2014 for the Parma satellite office.

	<u>Jan.</u>	<u>YTD</u>
Compensation DIC Claims & Follow ups	170	170
Pension claims and follow ups	16	16
Medical	0	0
Power of Atty. to Service Organizations	18	18
Misc. Applications/Correspondence	182	182
All Other	45	45
Total	431	431

Following are some of the major statistics reported by VSO's Iris DeHart and Libby Jenkins for the month of January, 2014 for the Wade Park satellite office.

	<u>Jan.</u>	<u>YTD</u>
Compensation DIC Claims & Follow ups	54	54
Pension claims and follow ups	36	36
Medical	4	4
Power of Atty. to Service Organizations	18	18
Misc. Applications/Correspondence	287	287
All Other	87	87
Total	486	486

January performance indicators report for the VSO division indicates the following activities were accomplished:

January
2014

	VETERAN				DEPENDENT			
	Jan. 2013	YTD '13	Jan. 2014	YTD '14	Jan. 2013	YTD '13	Jan. 2014	YTD '14
Compensation/DIC Claims	81	81	81	81	5	5	5	5
Follow-up Pending Claims	294	294	317	317	8	8	12	12
Pension Claims	26	26	34	34	16	16	10	10
Follow-up Pending Claims	133	133	92	92	78	78	47	47
Medical	33	33	13	13	3	3	0	0
Notice of Disagreements	2	2	2	2	0	0	0	0
Appeals & Waivers	15	15	13	13	2	2	0	0
Eligibility Verification Reports	6	6	5	5	2	2	3	3
Change of Address	15	15	11	11	2	2	0	0
Education Assistance	14	14	23	23	0	0	0	0
Cert. Eligibility - Home Loan	0	0	1	1	0	0	0	0
Insurance	1	1	2	2	0	0	0	0
Discharges, Request for copy	118	118	126	126	1	1	4	4
Headstone/Marker Application					0	0	0	0
Referrals to Other Agencies	94	94	84	84	6	6	2	2
P of A Service Organization	92	92	60	60	13	13	7	7
Misc. Application/Corresp.	895	895	772	772	69	69	83	83
Ohio Veterans Home	5	5	4	4				
Burial Benefits					8	8	1	1
High School Diploma Applications	1	1	1	1				
Discharge Upgrades	6	6	3	3				
10-10 EZ Forms	9	9	17	17				
TOTAL	<u>1840</u>	<u>1840</u>	<u>1661</u>	<u>1661</u>	<u>213</u>	<u>213</u>	<u>174</u>	<u>174</u>
			% Chg -10.6%	% Chg. YTD -10.6%				
Interviews: Service Dept. Clients	<u>1850</u>	<u>1850</u>	<u>1633</u>	<u>1633</u>				
Fin. Asst. Referrals	<u>25</u>	<u>25</u>	<u>50</u>	<u>50</u>				
Office YTD	<u>1875</u>	<u>1875</u>	<u>1683</u>	<u>1683</u>				
Phone Calls	<u>2684</u>	<u>2684</u>	<u>3405</u>	<u>3405</u>				

Information Systems:

Microsoft Outlook – GroupWise conversion

No new information.

KnowledgeTree

Server up and running. Staff have been requested to not add any new documents to the Ktree application, due to impending transition to eVET. John Yan with eVet is working through the specifics for a total migration.

PC Purchase

The ISC is currently deciding which monitor they want to make available for with their new PC purchase this year, when that is concluded, we may place out order. The new model this year will be the HP z230, it has a 64 bit operating system, 8 gigs of ram and a 64bit processor and Operating system. The image for the PC is currently being made, so purchasing should follow shortly.

Network Changes

A network site visit is scheduled for Tuesday the 18th. ISC will assess the bandwidth currently being used on the eVET server, and on our local WAN, in order to assess the viability of virtualizing the eVET server with the ISC at both our current total allocated bandwidth of 20Mbps out of the building, and at 100Mbps which will be our available bandwidth with the county's new contract with AT&T begins.

VA issuance of bus tickets at McCafferty and Parma

VPN via the web is accessible by Malinda Roberts at the hospital. VPN via the AnyConnect client was never configured, and does not need to be. The signature pad that was installed at the lobby PC, needs to be installed at Melinda's PC. For auditing reasons, I suggest only Malinda and Randy (VSC) who are both on the same floor, be able to issue bus tickets. Training for both can begin after the hardware move, VA Hospital IT will need to perform this. Additionally, this will need to be explained to JoDell Howard, who is Melinda's supervisor and whom is expecting for approximately 10 of her personnel to be trained to issue tickets.

Encrypted email between the VSC and the VA

A request for information and possible resolution has been sent to Larry Patterson (ISC).

Ohio Veterans Home Network:

In January, one veteran was transported to the Sandusky home for tours and admission evaluations.

At the OVH, there are 4 beds available in the nursing homes and 122 beds available in the domiciliary.

Submitted by:

**Jon Reiss
Executive Director**