



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

Cuyahoga County Veterans Service Commission

JON REISS
EXECUTIVE DIRECTOR

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

MINUTES

DATE: May 18, 2016 9:30 a.m.

PRESENT: Mel Baher, President
Frank Pocci, Vice President
Bob Potts, Secretary
Clayton Uzell, Commissioner
Daniel T. Weist, Commissioner
Lorri Slivka, Executive Secretary

EXCUSED: Brian Gutkoski, Asst. County Prosecutor

PURPOSE: GENERAL MONTHLY MEETING

The meeting was called to order by President Mel Baher followed by the Pledge of Allegiance.

A motion was made by Dan Weist and seconded by Clay Uzell 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 Bob Potts and seconded by Clay Uzell to approve the Executive Director's report as given.

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

Asst. County Prosecutor Brian Gutkoski joined the meeting at 9:55 a.m.

OLD BUSINESS:

The revised records retention schedule was approved by the CCVSC Board. It will now be reviewed by the Records Commission and, when approved, it will be signed and forwarded to the Auditor of State for their approval and submitted back to us to incorporate into policy.

NEW BUSINESS:

Membership registration fees in the amount of \$30.00 are now due for the Ohio State Association of Veterans Service Commissioners for the period of July 1, 2016 through June 30, 2017.

A motion was made by Bob Potts and seconded by Dan Weist to approve Resolution 2016-15 providing for the purchase of six (6) Kronos Time and Attendance systems, expenses not to exceed \$24,000.

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

A motion was made by Bob Potts and seconded by Frank Pocci to approve Resolution 2016-16 providing for the purchase of an upgrade to the current security system through Life Safety Systems, expenses not to exceed \$20,000.

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

Discussion on rebranding the CCVSC took place. Examples of a new logo was presented to the Board for their consideration. Following some discussion, the item was tabled to the next public meeting for an opportunity to obtain additional samples.

GOOD OF THE ORDER:

The Executive Director met with representatives from the United Auto Workers to discuss a new program that offers veterans free labor costs on construction projects. This is a work in progress and additional information will be provided to the Board as it becomes available.

It was brought to the Board's attention that a CCVSC employee stored equipment from another county in a CCVSC office without prior authorization and the equipment is now missing. Without authorization, the Board stated that it is the responsibility of the employee to replace the item. The CCVSC is not responsible for personal items that are left at the office.

The VFW Dept. of Ohio Convention will be held at the Holiday Inn in Independence, Ohio from June 8-12, 2016. The CCVSC will man a table at the convention on Friday, June 10th from 8:00 a.m. to 10:00 a.m., and Saturday, June 11th from 12:00 p.m. to 3:00 p.m.

The American Legion State Convention will be held at the Holiday Inn in Independence, Ohio from June 24-25, 2016. The CCVSC will man a table on Friday, June 24th from 1:00 p.m. to 4:00 p.m., and Saturday, June 25th from 10:00 a.m. to 12:00 p.m. For more information, please visit www.ohiolegion.com.

EXECUTIVE SESSION:

A motion was made by Clay Uzell and seconded by Dan Weist to go into Executive Session to discuss a personnel employment matter.

AYES: Baher, Pocci, Potts, Uzell, Weist. NAYS: None. Motion carried. (11:08 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:50 a.m.

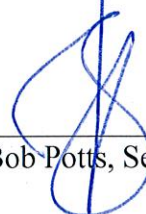
In Executive Session, a personnel employment issue was discussed. No further action was taken.

With no further business, a motion was made by Bob Potts and seconded by Clay Uzell to adjourn the meeting at 11:51 a.m.

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



Mel Baher, President



Bob Potts, Secretary

CONTACT INFORMATION

Requests for Financial Assistance: Steve Fernandez, Finance Operations Manager (216-698-2391)
Filing claims with the Dept. of Veterans' Affairs: Melinda Halliburton, Service Office Manager (216-698-2639)
Memorial Affairs: Laurene Rutkowski (216-698-2655)
Social Work Dept.: Terry Walker, 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

April, 2016

Issued by:

The CCVSC Commissioners

Mel Baher –President, American Legion

Frank Pocci –Vice President, AMVETS

Bob Potts – Secretary, VVA

Clayton E. Uzell - VFW

Daniel Weist –DAV

May 16, 2016

Submitted By: Jon Reiss – Executive Director

The following report summarizes the progress and state of the Cuyahoga County Veterans Service Commission as of April 30, 2016:

Executive:

The Executive Director

- Attended Veterans Treatment Court
- Attended the Tri-C Employment Collaborative
- Met with Anson Hall from ESPN Marketing
- Met with Melanie Collins from Encore Career Network
- Met with Andrew Smith from the Department of Labor
- Met with Richard Ramero from Linear Creative
- Took part in a Kronos webex
- Conference call with AT&T about 800 numbers
- Met with Kelly Marlier from Wave Radio
- Met with Neil from I Heart Radio
- Met with CSU student about veterans in leadership roles
- Attended Greater Cleveland Veterans Business Resource Council meeting

Customer Satisfaction Surveys

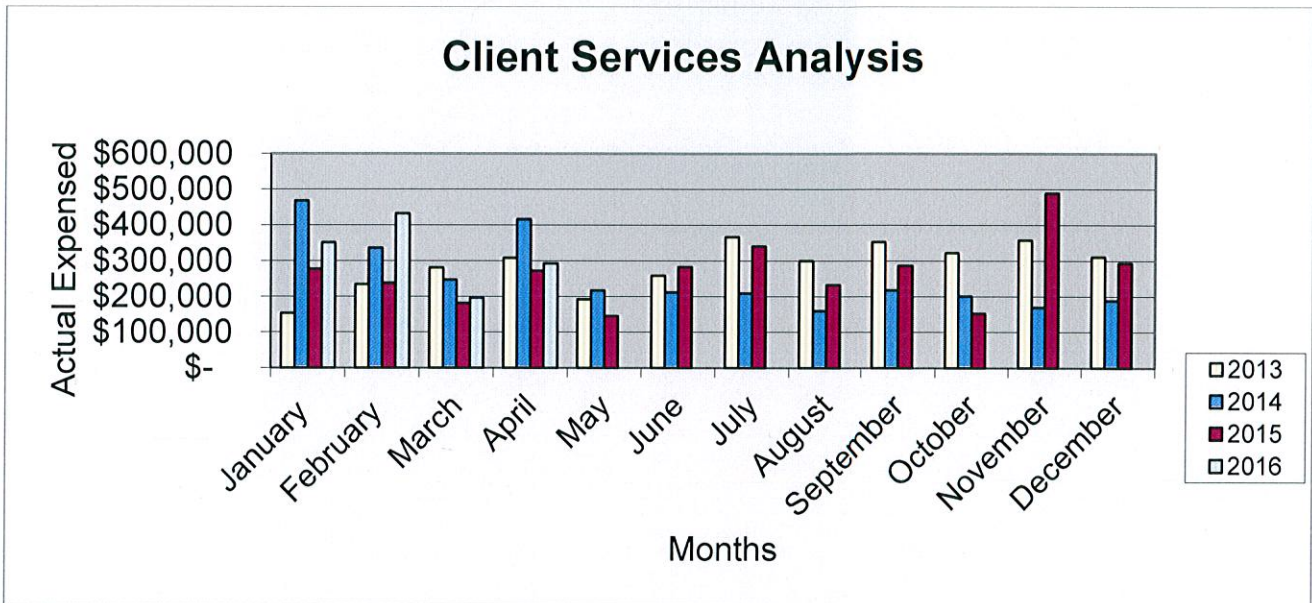
- Submitted: 31
- Positive: 30
- Negative: 1 – Veteran felt rushed through the process.
- Neutral: 0

Finance Department

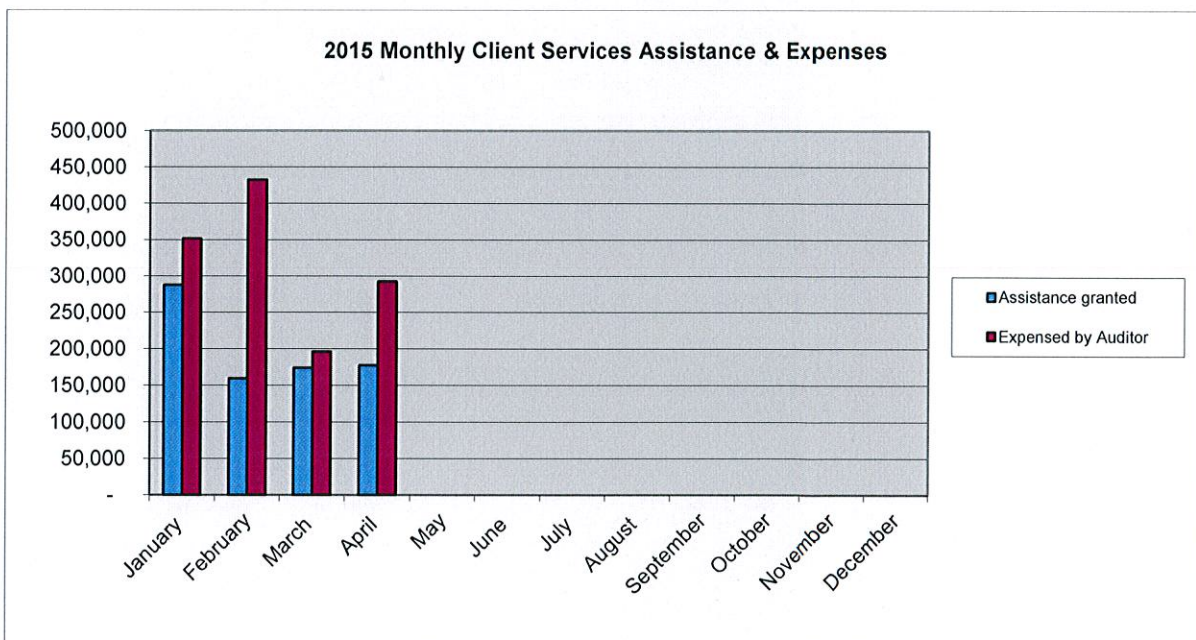
Below are selected April reports from the CCVSC Finance Department. The following charts/graphs depict the overall expenditures by area and type.

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

Comparative Chart Analysis



Actual 2015 Expenses



Total 2016 Expense Analysis

	Total	YTD	YTD	Remaining	2016	Budget
	Budget	Expenditure	Encumbr	Expenditures	Projection	Variance
Salaries	1,837,426	511,466	-	1,237,195	1,748,661	88,765
Fringe Benefits	689,876	211,360	-	450,925	662,285	27,591
Commodities	30,776	6,626	-	14,967	21,593	9,183
Contract Services	386,765	94,588	69,286	292,177	386,765	-
Controlled Expenditures	225,081	-	-	225,081	225,081	-
Client Services	3,865,646	1,272,637	316,638	2,379,304	3,651,941	213,705
Other Expenditures	367,290	111,257	5,654	173,915	285,172	82,118
Capital Outlay	117,006	10,755	88,963	49,302	60,057	56,949
Total Expenditures	7,519,866	2,218,689	480,541	4,822,866	7,041,555	478,311

Assistance Department:

- April, 2016: \$177,640 (Up from \$176,667 in 2015)
- YTD 2016: \$798,656 (Up from \$782,213 in 2015)

The April Financial Assistance Department activity report follows below.

Indicator	April 2016	April 2015	% Change
Clients seeking assistance	261	237	10.1%
Applications taken	228	231	-1.3%
Applications withdrawn	(35)	(47)	-25.5%
Applications denied	(53)	(39)	35.9%
Applications approved	140	145	-3.4%

Indicator	YTD 2016	YTD 2015	% Change
Clients seeking assistance	1321	1001	32.0%
Applications taken	1157	973	18.9%
Applications withdrawn	(177)	(192)	-7.8%
Applications denied	(231)	(194)	19.1%
Applications approved	749	587	27.6%

- First Time Assistance
 - April, 2016: 24 (Up from 16 in 2015)
 - 21 approved, 0 at Level III, 0 partial, 1 denied, 2 withdrawn
 - YTD 2016: 117 (Up from 116 in 2015)
- Withdrawn applications from April that were unresolved: 28 of 41

In April, **73.2%** of all applications for assistance were approved, at Level I, II, or III.

<u>Appeal Officer Appeals</u>	<u>April 2016</u>	<u>YTD</u>
Cases Approved	19	87
Cases Partially Approved	5	13
Cases Denied	16	83
Cases Withdrawn	<u>3</u>	<u>14</u>
Total	43	197

<u>Board Appeals</u>	<u>April 2016</u>	<u>YTD</u>
Cases Approved	8	27
Cases Denied	5	28
Cases Partially Approved	0	0
Cases Withdrawn	0	0
Cases Verifying Fraud	0	2
Fraud Not Verified	0	0
Attempted Fraud	0	0
Fraud expunged	<u>0</u>	<u>0</u>
Total	13	57

Medical and Other Transportation:

- April, 2016: \$13,559.00 (YTD: \$57,933.50)
- Medical Bus Tickets: \$13,364.00 (YTD: \$57,158.50)
- Other: \$195 (YTD: \$775)
- Transportation Approved: 550 applicants (YTD: 2,214)

Medical and Dental Programs:

- April, 2016: \$8,362 (YTD: \$22,453)
 - Dental: \$7,947 (YTD: \$14,402)
 - Vision: \$415 (YTD: \$2,210)
 - Hearing Aid: \$0 (YTD: \$5,841)

Memorial Affairs Department:

- April, 2016: \$9,630.00 (YTD: \$29,953.80)
- 10 Indigent burials
 - Air Force: 0
 - Marine: 1
 - Navy: 2
 - Army: 7

Service Department:

	Compensation	Pension	DIC	Follow-Up	Medical	POA	Miscellaneous Correspondence	DD214 Requests	Headstone	Presidential Memorial Certificates	National Cemetery Referrals	Other
Wade Park	64	11	1	477	21	73	427	42	0	2	0	154
Parma	58	5	0	92	13	48	102	22	0	2	0	195
Main Office	16	4	3	122	5	28	174	71	23	84	33	105
Federal Building	1	3	0	41	3	5	72	2	0	0	0	16
CRRC	-	-	-	-	-	-	-	-	-	-	-	-
Mobile Benefits Team	-	-	-	-	-	-	-	-	-	-	-	-
Total (Month)	139	23	4	732	42	154	775	137	23	88	33	470
Total (YTD)	375	89	12	1678	90	400	2393	495	43	158	77	541

Interviews:
 • 1,983 (YTD: 7,279)
 FA Referrals:
 • 29 (YTD: 138)
 Total:
 • 2,012 (YTD: 7,421)
 Phone Calls:
 • 3,993 (YTD: 16,747)

Social Work

- April, 2016: Total Signed In: 86 (YTD: 285)
 - Seen: 71 (YTD: 221)
 - Not Seen: 3 (YTD: 12)
 - Offline: 12 (YTD: 52)
 - New Veterans: 1 (YTD: 6)
- Veterans Receiving Consultation: 45 (YTD: 139)
- Veterans receiving follow-up: 26 (YTD: 82)
- In April, 3 veterans and 2 POA's for veterans were taken to the Ohio Veterans Home.

Referrals

- VA Medical: 4
- Employment: 3
- Debt Counseling: 5
- Other: 9

IT

Received 3ea Lenovo Tablets for VSC Mangers

Placed order for outreach 800 numbers

Ordered analog phone line in lobby for Captel phone

Submitted by:

**Jon Reiss
Executive Director**