



American Legion
MEL BAHER
 COMMISSIONER



American Veterans
FRANK POCCI
 COMMISSIONER



Disabled American Veterans
WILLIAM R. CAINE
 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: March 15, 2017 9:30 a.m.

PRESENT: Frank Pocci, President
 Bob Potts, Vice President
 Clayton E. Uzell, Secretary
 Mel Baher, Commissioner
 Jon Reiss, Executive Director
 Lorri Slivka, Executive Secretary

EXCUSED: William R. Caine, Commissioner
 Brian Gutkoski, Asst. County Prosecutor

PURPOSE: GENERAL MONTHLY MEETING

The meeting was called to order by President Frank Pocci followed by the Pledge of Allegiance.

A motion was made by Clay Uzell 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. NAYS: None. Motion carried.

Asst. County Prosecutor Brian Gutkoski joined the meeting at 9:52 a.m.

STATE OF THE COMMISSION AND FINANCE REPORT:

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

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

OLD BUSINESS:

Action Items – Update:

- 1) **CCVSC Front Windows** – Boyer Signs finally submitted a proof of their design. The proof is the same as the one submitted prior. The Operations Manager is working to resolve the issue.

- 2) **Boardroom Audio/Visual** – We received an estimate from LLS, but it was quite pricey. We are now waiting for a response from Viasound.
- 3) **Handicapped Van** – There has been no luck in securing a new handicapped van. The Executive Director proposed that we look into converting the current van into a handicapped accessible van and purchase a new standard van for use by the Commissioners and staff.
- 4) **Kronos Migration** – The equipment has not yet been programmed by the County. The VA is ready to install the equipment when available.
- 5) **Retention Schedule** – Waiting for the finalized copy from the Auditor of State.
- 6) **Linear Creative** – The new CCVSC website is now available. Social media will be available next week.
- 7) **Memorial Day Flags** – Memorial Day packets were mailed last week. The Board will revisit the \$500 stipend per the ORC.

NEW BUSINESS:

Current financial assistance for clothing allowance was discussed. The policy will remain as is. No further action will be taken at this time.

The Board recessed at 10:35 a.m. and reconvened at 10:45 a.m.

The Board reviewed the preliminary 2018 CCVSC Budget. Minor changes were recommended. The final budget will be presented at the next open public meeting for approval.

GOOD OF THE ORDER:

Board members viewed the new CCVSC website, www.Cuyahogavets.org. The new site went live on Thursday, March 9, 2017.

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Clay Uzell to go into Executive Session to discuss employee discipline.

AYES: Baher, Pocci, Potts, Uzell. NAYS: None. Motion carried. (11:25 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:55 a.m.

Geniece Garner requested to address the Board in open public record to discuss her disciplinary suspension and was called into the Boardroom. Ms. Garner presented her view of events relating to the staff training session held on Thursday, March 9, 2017, which led to her disciplinary suspension. Ms. Garner was advised that the information she provided will be taken into consideration.

A motion was made by Clay Uzell and seconded by Bob Potts to go into Executive Session to further discuss employee discipline and conduct interviews.

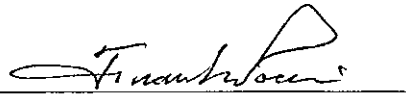
AYES: Baher, Pocci, Potts, Uzell. NAYS: None. Motion carried. (12:32 p.m.)

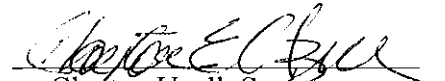
The Board came out of Executive Session and returned to the regular order of business at 1:32 p.m.

In Executive Session, the Board interviewed five (5) employees concerning events at the staff training session on March 9, 2017. A letter indicating the Board's decision will be presented to the employee by the next Board meeting.

With no further business, a motion was made by Mel Baher and seconded by Bob Potts to adjourn the meeting at 1:34 p.m.

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


Frank Pocci, President


Clayton Uzell, Secretary

CONTACT INFORMATION

Requests for Financial Assistance:

Melinda Halliburton, Service Office Mgr. (216-698-2639)

Filing claims with the Dept. of

Veterans' Affairs/Memorial Affairs:

Melinda Halliburton, Service Office Mgr. (216-698-2639)

Social Work Dept.:

Terry Walker, Social Worker/Case Mgmt.) (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

February, 2017

Issued by:

The CCVSC Commissioners

Frank Pocci – President, AMVETS

Bob Potts – Vice President, VVA

Clayton E. Uzell – Secretary, VFW

William R. Caine –DAV

Mel Baher – American Legion

March 15, 2017

Submitted By: Jon Reiss – Executive Director

The following report summarizes the progress and state of the Cuyahoga County Veterans Service Commission as of February 28, 2017:

Executive:

The Executive Director

- Met with Barbra Crouse
- Attended a meeting for Breaking Down Barriers Initiative
- Hosted an NEOVCC meeting
- Met with Neil from IheartRadio
- Attended the Veteran Experience Action Clinic at Parma Vet Center
- Attended the National Salute to Veterans Resource Fair at Wade Park
- Attended Master List meeting
- Attended the JVCOCC Luncheon
- Met with Marcel Baldwin – EEOC Training Manager
- Attended the Community Employment Collaborative
- Attended Veterans Treatment Court

Customer Satisfaction Surveys

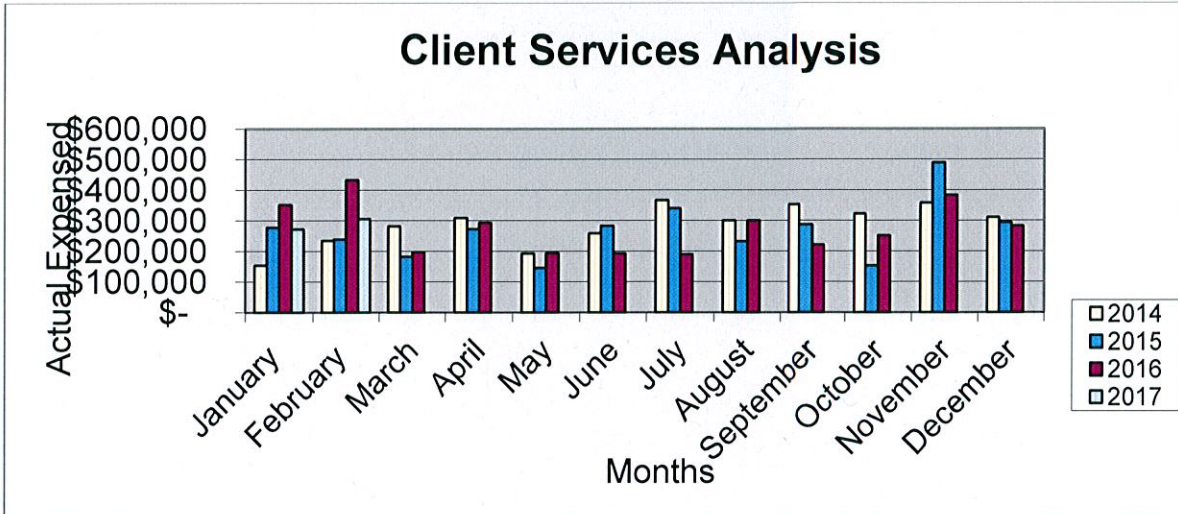
- Submitted: 3
- Positive: 3

Finance Department

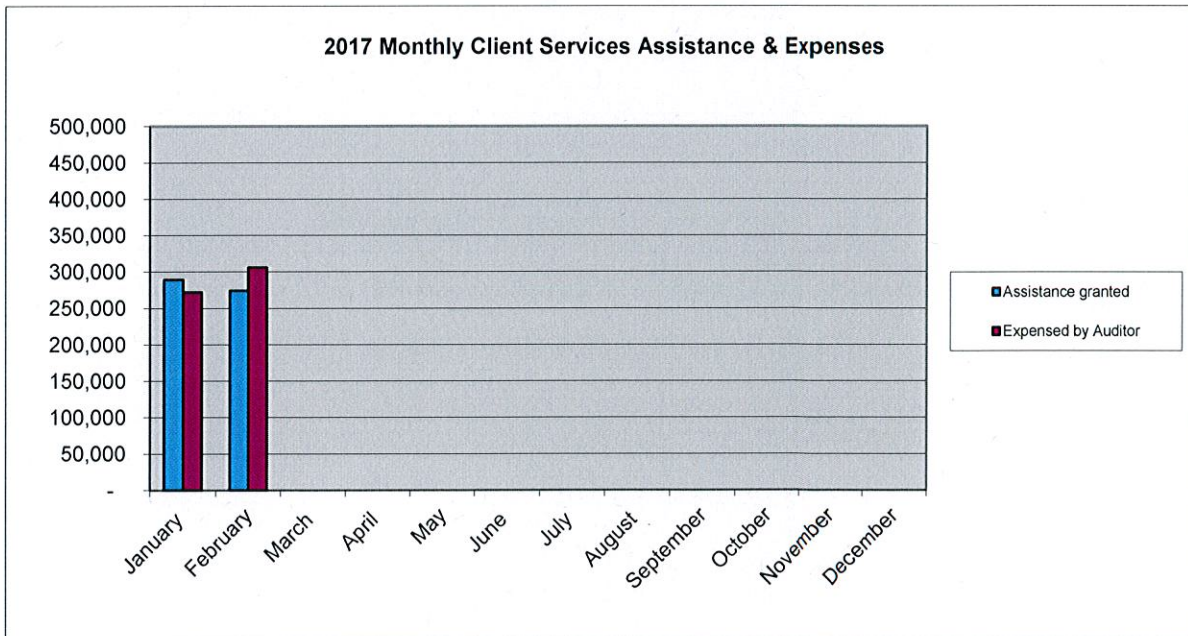
Below are selected February reports from the CCVSC Finance Department. The following charts/graphs depict the overall expenditures by area and type.

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

Comparative Chart Analysis



Actual 2017 Expenses



Total 2017 Expense Analysis

	Total	YTD	YTD	Remaining	2017	Budget
	Budget	Expenditure	Encumbr	Expenditures	Projection	Variance
Salaries	1,806,773	252,758	-	1,451,789	1,704,547	102,226
Fringe Benefits	689,041	101,780	-	562,993	664,773	24,268
Commodities	32,810	5,560	-	22,985	28,545	4,265
Contract Services	371,123	37,055	102,794	322,970	360,025	11,098
Controlled Expenditures	220,940	75,150	-	145,790	220,940	-
Client Services	3,647,954	578,007	220,000	2,921,540	3,499,547	148,407
Other Expenditures	440,863	102,736	3,279	273,831	376,567	64,296
Capital Outlay	47,022	25,389	7,494	23,105	48,494	(1,472)
Total Expenditures	7,256,526	1,178,435	333,567	5,725,003	6,903,438	353,088

Assistance Department:

- February, 2017: \$274,200 (Up from \$159,604 in 2016)
- YTD 2017: \$563,555 (Up from \$447,054 in 2016)

The February Financial Assistance Department activity report follows below.

Indicator	Feb. 2017	Feb. 2016	% Change
Clients seeking assistance	383	245	56.3%
Applications taken	292	230	27.0%
Applications withdrawn	(47)	(59)	-20.3%
Applications denied	(47)	(44)	6.8%
Applications approved	198	127	55.9%

Indicator	YTD 2017	YTD 2016	% Change
Clients seeking assistance	860	793	8.4%
Applications taken	623	687	-9.3%
Applications withdrawn	(92)	(101)	-8.9%
Applications denied	(99)	(119)	-16.8%
Applications approved	432	467	-7.5%

- First Time Assistance
 - February, 2017: 32 (Up from 16 in 2016)
 - 26 approved, 0 at Level III, 0 partial, 0 denied, 6 withdrawn
 - YTD 2017: 64 (Up from 48 in 2016)
- Withdrawn applications from January that were unresolved: 20 of 44

In February, **75.3%** of all applications for assistance were approved, at Level I, II, or III.

Listed below is a breakdown of appeals for the month of February, 2017.

<u>Appeal Officer Appeals</u>	Feb. 2017	YTD
Cases Approved	14	29
Cases Partially Approved	2	3
Cases Denied	24	49
Cases Withdrawn	<u>1</u>	<u>3</u>
Total	41	84

<u>Board Appeals</u>	Feb. 2017	YTD
Cases Approved	6	17
Cases Denied	3	8
Cases Partially Approved	1	1
Cases Withdrawn	1	1
Cases Verifying Fraud	0	0
Fraud Not Verified	0	0
Attempted Fraud	0	0
Fraud expunged	<u>0</u>	<u>0</u>
Total	11	27

Medical and Other Transportation:

- February, 2017: \$15,432.50 (YTD: \$32,710.00)
- Medical Bus Tickets: \$15,218.00 (YTD: \$32,457.00)
- Other: \$215.00 (YTD: \$253.00)
- Transportation Approved: 498 applicants (YTD: 1,090)

Medical and Dental Programs:

- February, 2017: \$7,856.00 (YTD: \$15,359.00)
 - Dental: \$7,856.00 (YTD: \$10,124.00)
 - Vision: \$0 (YTD: \$0)
 - Hearing Aid: \$0.00 (YTD: \$5,235.00)

Memorial Affairs Department:

- February, 2017: \$7,992.00 (YTD: \$14,983.00)
- 8 Indigent burials
 - Air Force: 0
 - Marine: 1
 - Navy: 1
 - Army: 6

Service Department:

	Compensation	Pension	DIC	Follow-Up	Medical	POA	Miscellaneous Correspondence	DD214 Requests	Headstone	Presidential Memorial Certificates	National Cemetery Referrals	Other
Wade Park	38	9	1	250	10	50	255	44	1	1	-	124
Parma	38	7	1	131	4	45	141	30	-	-	-	115
Main Office	21	13	2	108	6	38	231	224	28	30	-	122
Federal Building	-	-	-	-	-	-	-	-	-	-	-	-
CRRC	-	-	-	-	-	-	-	2	-	-	-	2
Mobile Benefits Team	-	1	-	1	-	1	-	1	-	-	-	7
Total (Month)	97	30	4	490	20	134	627	301	29	31	-	370
Total (YTD)	186	64	7	1048	46	265	1300	664	45	46	-	689

Interviews:
 • 1530 (YTD: 3,963)
 FA Referrals:
 • 15 (YTD: 53)
 Total:
 • 1,545 (YTD: 4,016)
 Phone Calls:
 • 2,880 (YTD: 5,639)

Social Work

- February, 2017: Total Signed In: 145 (YTD: 231)
 - Seen: 104 (YTD: 162)
 - Not Seen: 23 (YTD: 36)
 - Offline: 18 (YTD: 33)
 - New Veterans: 0 (YTD: 0)

- Veterans Receiving Consultation: 40 (YTD: 75)
- Veterans receiving follow-up: 64 (YTD: 87)
- In February, 0 veterans were taken to the Ohio Veterans Home.

Referrals

- VA Medical: 1
- Employment: 5
- Debt Counseling: 3
- Other: 6
- Financial Workshop: 5 veterans attended – 3 no show included in the ‘Not Seen’ number
- Nutrition Workshop: 36 in 3 sessions – 12 no show included in the ‘Not Seen’ number

Submitted by:

**Jon Reiss
Executive Director**