



American Legion  
**MEL BAHER**  
COMMISSIONER



American Veterans  
**FRANK POCCHI**  
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

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1849 Prospect Avenue • Suite 150 • Cleveland, OH 44115

### MINUTES

DATE: April 19, 2017 9:30 a.m.

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

EXCUSED: 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, Caine, Pocci, Potts, Uzell. NAYS: None. Motion carried.

#### **STATE OF THE COMMISSION AND FINANCE REPORT (Attached):**

A motion was made by Clay Uzell and seconded by Bill Caine to accept the report of the Executive Director as given. An updated version of the traditional report was also provided and approved by the Board.

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

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

#### **OLD BUSINESS:**

Action Items – Update:

- 1) **CCVSC Front Windows** – The agreement with Boyer Signs has been finalized. We are now waiting for the City Planning Commission to sign off on the project, which should take 4-6 weeks.

- 2) **Boardroom Audio/Visual** – Viasound is in the process of doing a mock up layout to ensure the system has the ability to be completed. Once this is done, a quote will be submitted.
- 3) **Handicapped Van** – There has been no luck in securing a new handicapped van.
- 4) **Kronos Migration** – The equipment has not yet been programmed by the County. The VA is ready to install the equipment when available. Work in progress.
- 5) **Retention Schedule** – Waiting for the finalized copy from the Auditor of State.
- 6) **Linear Creative** – The next update will be social media. Work in progress,

Since the last meeting, Commissioners have had an opportunity to review the 2018 budget with recommended changes. A motion was made by Mel Baher and seconded by Bob Potts to adopt the 2018 CCVSC Budget as submitted.

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

**NEW BUSINESS:**

None.

**GOOD OF THE ORDER:**

Commissioner Uzell said that there is a full page article about the VFW, Auxiliary and CCVSC in the April 2017 Issue of the Lyndhurst Life magazine. To view the entire article, please visit: <http://www.lyndhurst-oh.com/documents/lyndhurst-life-magazine-april-2017.pdf>.

**EXECUTIVE SESSION:**

There were no items for Executive Session.

With no further business, a motion was made by Mel Baher and seconded by Bob Potts to adjourn the meeting at 10:40 a.m.

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

The meeting was called back to order by President Pocci at 10:41 a.m. in order to go into Executive Session to discuss a personnel matter.

A motion was made by Mel Baher and seconded by Clay Uzell to go into Executive Session to discuss a personnel matter.

AYES: Baher, Caine, Pocci, Potts, Uzell. NAYS: None. Motion carried. (10:42 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:00 a.m.

In Executive Session, a personnel issue was discussed and the Executive Director was advised on how to proceed.

With no further business, a motion was made by Mel Baher and seconded by Clay Uzell to adjourn the meeting at 11:01 a.m.

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

  
\_\_\_\_\_  
for Frank Pocci, President

  
\_\_\_\_\_  
Clayton Uzell, Secretary

# **CUYAHOGA COUNTY VETERANS SERVICE COMMISSION**

## **Progress Report on the State of the Commission**

**March, 2017**

**Issued by:**

**The CCVSC Commissioners**

**Frank Pucci – President, AMVETS**

**Bob Potts – Vice President, VVA**

**Clayton E. Uzell – Secretary, VFW**

**William R. Caine –DAV**

**Mel Baher – American Legion**

**April 19, 2017**

**Submitted By: Jon Reiss – Executive Director**

The following report summarizes the progress and state of the Cuyahoga County Veterans Service Commission as of March 31, 2017:

**Executive:**

The Executive Director

- Attended an MOAA meeting at Holiday Inn, Independence
- Attended the NEOPAT Red White and Blue Gala
- Met with Anson Hall from ESPN
- Attended the Veterans Experience Action Center Planning Meeting at Tri-C
- Hosted the Northeast Ohio Veterans Community Task Force meeting
- Attended the Northeast Ohio Military Employer's Consortium meeting
- Attended Master List meeting
- Attended the Breaking Down Barriers Initiative meeting
- Attended the JVCOC meeting at PLAV Post 30
- Attended the NEOCH meeting
- Attended the Purple Heart Homes meeting at PLAV Post 30
- Attended NEO STREAM – hosted by Representative Marcia Fudge
- Attended the Cleveland Stakeholder's Day Planning Meeting
- Attended the MOAA lunch with Senator Brown
- Met with De Ann Covey from Stark County
- Attended ceremony honoring Louis Stokes at the VA
- Hosted planning meeting for the VA Hiring Fair

**Customer Satisfaction Surveys**

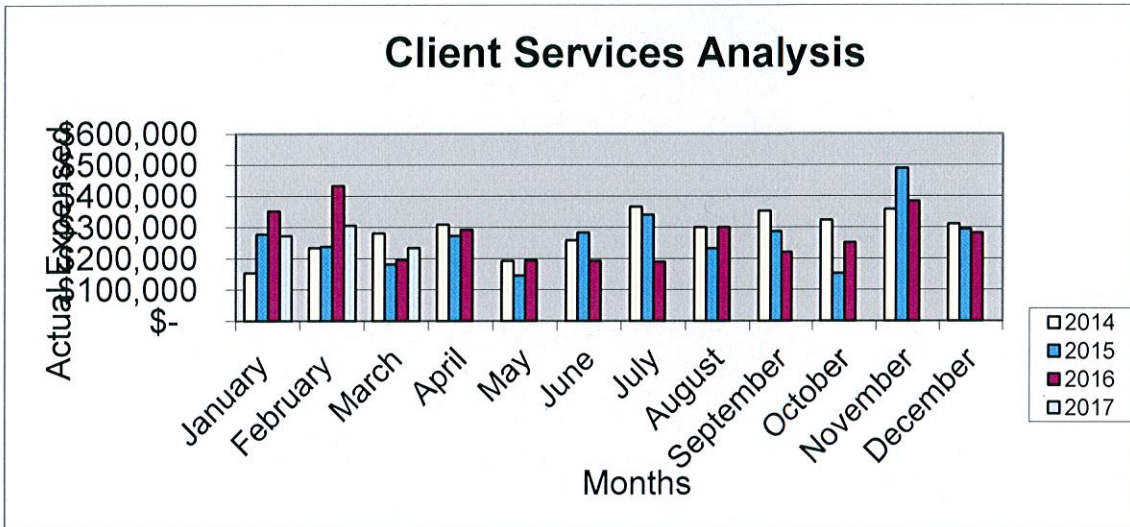
- Submitted: 4
- Positive: 4

## Finance Department

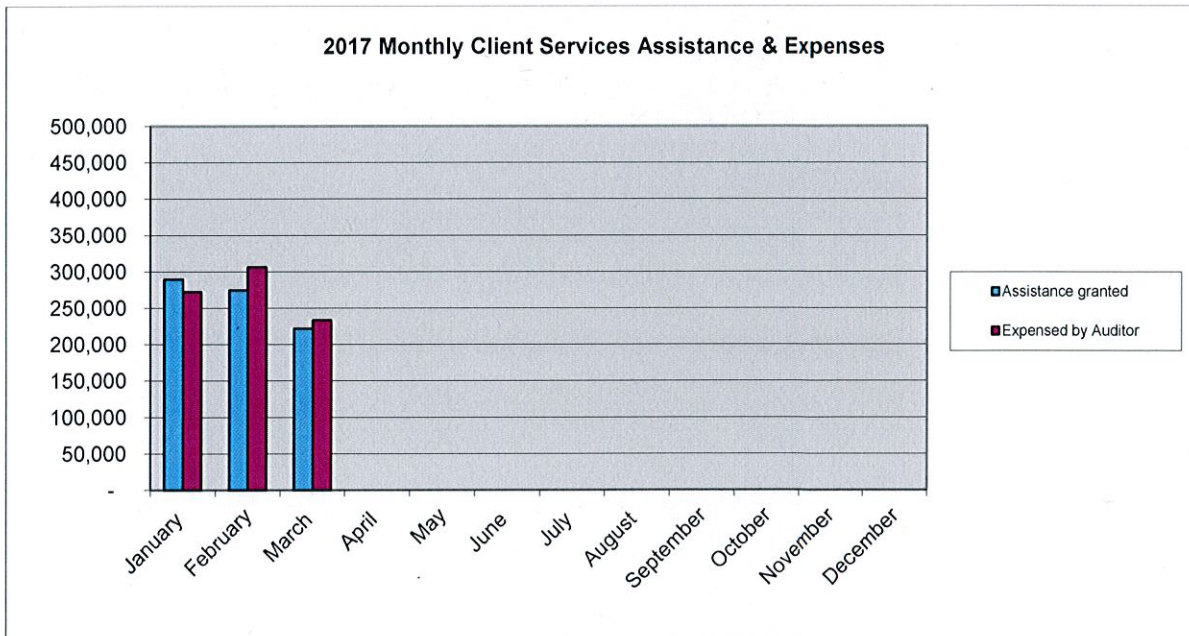
Below are selected March reports from the CCVSC Finance Department. The following charts/graphs depict the overall expenditures by area and type.

**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
<b>Salaries</b>	1,806,773	375,282	-	1,329,265	1,704,547	102,226
<b>Fringe Benefits</b>	689,041	153,407	-	511,366	664,773	24,268
<b>Commodities</b>	32,810	6,000	-	22,545	28,545	4,265
<b>Contract Services</b>	371,123	38,875	102,794	321,150	360,025	11,098
<b>Controlled Expenditures</b>	220,940	90,029	-	130,911	220,940	-
<b>Client Services</b>	3,647,954	811,222	220,000	2,629,386	3,440,608	207,346
<b>Other Expenditures</b>	440,863	125,918	3,279	250,649	376,567	64,296
<b>Capital Outlay</b>	47,022	25,389	7,494	23,105	48,494	(1,472)
<b>Total Expenditures</b>	7,256,526	1,626,122	333,567	5,218,377	6,844,499	412,027

**Assistance Department:**

- March, 2017: \$221,877 (Up from \$173,962 in 2016)
- YTD 2017: \$785,432 (Up from \$621,016 in 2016)

The March Financial Assistance Department activity report follows below.

<b>Indicator</b>	<b>March 2017</b>	<b>March 2016</b>	<b>% Change</b>
Clients seeking assistance	348	267	30.3%
Applications taken	235	242	-2.9%
Applications withdrawn	(30)	(41)	-26.8%
Applications denied	(56)	(59)	-5.1%
Applications approved	149	142	4.9%

<b>Indicator</b>	<b>YTD 2017</b>	<b>YTD 2016</b>	<b>% Change</b>
Clients seeking assistance	1208	1060	14.0%
Applications taken	858	929	-7.6%
Applications withdrawn	(122)	(142)	-14.1%
Applications denied	(155)	(178)	-12.9%
Applications approved	581	609	-4.6%

- First Time Assistance
  - March, 2017: 30 (Up from 29 in 2016)
    - 27 approved, 0 at Level III, 0 partial, 2 denied, 1 withdrawn
  - YTD 2017: 64 (Up from 48 in 2016)
- Withdrawn applications from February that were unresolved: 22 of 43

In March, **75.7%** of all applications for assistance were approved, at Level I, II, or III.

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

	<b>March</b>	
<b><u>Appeal Officer Appeals</u></b>	<b><u>2017</u></b>	<b><u>YTD</u></b>
Cases Approved	21	50
Cases Partially Approved	4	7
Cases Denied	24	76
Cases Withdrawn	<u>1</u>	<u>4</u>
<b>Total</b>	<b>50</b>	<b>134</b>

	<b>March</b>	
<b><u>Board Appeals</u></b>	<b><u>2017</u></b>	<b><u>YTD</u></b>
Cases Approved	4	21
Cases Denied	6	14
Cases Partially Approved	0	1
Cases Withdrawn	0	1
Cases Verifying Fraud	1	1
Fraud Not Verified	0	0
Attempted Fraud	0	0
Fraud expunged	<u>0</u>	<u>0</u>
<b>Total</b>	<b>11</b>	<b>38</b>



### **Medical and Other Transportation:**

- March, 2017: \$17,830.00 (YTD: \$50,540.00)
- Medical Bus Tickets: \$17,610.00 (YTD: \$50,067.00)
- Other: \$220.00 (YTD: \$473.00)
- Transportation Approved: 685 applicants (YTD: 1,775)

### **Medical and Dental Programs:**

- March, 2017: \$2,032.00 (YTD: \$17,391.00)
  - Dental: \$2,032.00 (YTD: \$12,156.00)
  - Vision: \$0 (YTD: \$0)
  - Hearing Aid: \$0 (YTD: \$5,235.00)

### **Memorial Affairs Department:**

- March, 2017: \$5,826.80 (YTD: \$20,809.80)
- 6 Indigent burials
  - Air Force: 2
  - Marine: 1
  - Navy: 2
  - Army: 1

**Service Department:**

	Compensation	Pension	DIC	Follow-Up	Medical	POA	Miscellaneous Correspondence	DD214 Requests	Headstone	Presidential Memorial Certificates	National Cemetery Referrals	Other
Wade Park	81	16	-	396	12	82	377	82	1	-	-	158
Parma	39	11	2	215	4	51	191	50	1	4	-	136
Main Office	26	13	-	80	3	36	202	272	34	17	-	75
Federal Building	-	-	-	-	-	-	-	-	-	-	-	-
CRRC	-	-	-	-	-	-	-	1	-	-	-	-
Mobile Benefits Team	1	-	-	7	-	-	6	12	-	-	-	4
Total (Month)	147	40	2	698	19	169	776	417	36	21	-	373
Total (YTD)	333	104	9	1746	65	434	2076	1081	81	67	-	1062

Interviews:  
 • 2,084 (YTD: 6,047)  
 FA Referrals:  
 • 20 (YTD: 73)  
 Total:  
 • 2,104 (YTD: 6,120)  
 Phone Calls:  
 • 4,130 (YTD: 9,769)

## Social Work

- March, 2017: Total Signed In: 143 (YTD: 374)
  - Seen: 106 (YTD: 268)
  - Not Seen: 19 (YTD: 55)
  - Offline: 18 (YTD: 51)
  - New Veterans: 2 (YTD: 2)
- Veterans Receiving Consultation: 38 (YTD: 113)
- Veterans receiving follow-up: 68 (YTD: 155)
- In March, 0 veterans were taken to the Ohio Veterans Home.

## Referrals

- VA Medical: 1
- Employment: 3
- Debt Counseling: 2
- Other: 10
- Financial Workshop:

<b>Financial Workshop</b>					
<b>Date</b>	<b>Scheduled</b>	<b>Attended</b>	<b>Rescheduled</b>	<b>No Show</b>	<b>Left</b>
03/16/17	8	4		4	

- Nutrition Workshop

<b>Nutrition Workshop</b>					
<b>Date</b>	<b>Scheduled</b>	<b>Attended</b>	<b>Rescheduled</b>	<b>No Show</b>	<b>Left</b>
03/06/17	37	29		7	1
03/13/17	29	25		4	
03/20/17	22	20	1	1	

**Submitted by:**

**Jon Reiss**  
**Executive Director**