



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

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

### MINUTES

**DATE:** July 19, 2017 9:30 a.m.

**PRESENT:** Clayton E. Uzell, Secretary  
Mel Baher, Commissioner  
William R. Caine, Commissioner  
Jon Reiss, Executive Director  
Lorri Slivka, Executive Secretary

**EXCUSED:** Frank Pocci, President  
Bob Potts, Vice President  
Brian Gutkoski, Asst. County Prosecutor

**VISITORS:** Chip Tansell, Director, ODVS  
Lucas Denney, ODVS Legislative Liaison  
Jeff Rapp, ODVS Public Information Officer

**PURPOSE:** GENERAL MONTHLY MEETING

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

A motion was made by Mel Baher and seconded by Bill Caine 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, Uzell. NAYS: None. Motion carried.

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

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

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

#### **OLD BUSINESS:**

Action Items – Update:

- 1) **Boardroom Audio/Visual** – Work in progress. Other options are being considered.
- 2) **Kronos Migration** – The Board of Elections has priority. Work in progress.

- 3) **Retention Schedule** – Waiting for the finalized copy from the Auditor of State.
- 4) **Linear Creative** – Social media continues to be a work in progress.
- 5) **Elevator/Garage Door Keys** – LSS is scheduled to scan the system sometime this week.  
Work in progress.

**NEW BUSINESS:**

The resolution to purchase a new CCVSC vehicle has been tabled to the next meeting due to email migration.

The following five employee guidelines and policies were reviewed and updated. Changes will be made and the final copies will be available for approval at the next public meeting.

- 1) Policy on Time and Attendance, dated July 6, 2016
- 2) Performance Evaluation Policy, dated November 20, 2013
- 3) Guideline for Employee Dress in the Workplace, dated May 1, 2013
- 4) Policy on the Administration Procedure of Three (3) Personal Days, dated January 21, 2015
- 5) Policy on Request for Copies of Public Records, dated May 1, 2013

**GOOD OF THE ORDER:**

ODVS Director, Chip Tansell, accompanied by two staff members, addressed the Board and asked for input concerning HB 192. The bill, if passed, has the potential to add two additional commissioners to each county's veterans service commission: (1) a veteran of Operation Desert Storm, OIF, or OEF (Iraq/Afghanistan), and (2) a veteran's spouse. Discussion also took place concerning the Ohio State Association of Veterans Service Commissioners' training for 2017. Mr. Tansell and both of his staff, had an opportunity to tour of the office before heading back to Columbus.

**EXECUTIVE SESSION:**

A motion was made by Mel Baher and seconded by Bill Caine to go into Executive Session to discuss a personnel matter concerning employment.

AYES: Baher, Caine, Uzell. NAYS: None. Motion carried. (11:23 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 12:47 p.m.

In Executive Session, the Board discussed a personnel matter regarding employment and gave instructions to the Executive Director on how to proceed.

With no further business, a motion was made by Mel Baher and seconded by Bill Caine to adjourn the meeting at 12:49 p.m.

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

  
Clayton Uzell, Secretary

  
Mel Baher, Commissioner

# CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

JUNE 2017

*State of the Commission and Finance Report*



Submitted By:  
**Jon Reiss**  
Executive Director  
July 19, 2017



**Frank Pocci**  
President  
AMVETS



**Bob Potts**  
Vice President  
VVA



**Clayton E. Uzell**  
Secretary  
VFW



**William R. Caine**  
Commissioner  
DAV



**Mel Baher**  
Commissioner  
American Legion

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## CONTACT INFORMATION

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# STATE OF COMMISSION AND FINANCE REPORT (JUNE)

## Executive Report

### DIRECTOR'S OUTREACH

- Attended the Breaking Down Barriers Hiring Event
- Met with Anson from ESPN
- Attended the JVCOCC Flag Day Ceremony
- Attended meeting at the CRRC regarding the Veterans Hiring Fair
- Conference call with Angela from Procurement
- Attended a Homeless Veterans Master List Meeting
- Attended Organizational Assessment Meeting
- Met with Lester Wicks from New Horizons
- Attended Veterans Treatment Court
- Attended VCTF Advisory Committee Meeting

### OUTREACH TEAM

- Food Truck Festival
- West Side Market – Community Resource
- Breaking Down Barriers Job Fair
- Military and Tank Show – IX Center
- Wade Oval Concert Series

### UPCOMING EVENTS

- 8/3 – VA Mental Health Summit
- 8/11-13 – Cuyahoga County Fair
- 8/11-13 – Veterans Action Center

### NEW CLIENT REPORT

- Total New Clients for May 2017: 305 (YTD: 1,781)
- Financial Assistance New Clients for May 2017: 44 (Up from 24 in 2016)  
35 approved, 0 at Level III, 0 partial, 1 denied, 8 withdrawn
- Financial Assistance New Clients Year-to-Date: 188 (Up from 179 in 2016)

### CUSTOMER SATISFACTION SURVEYS

There were 10 surveys completed; all of which were positive

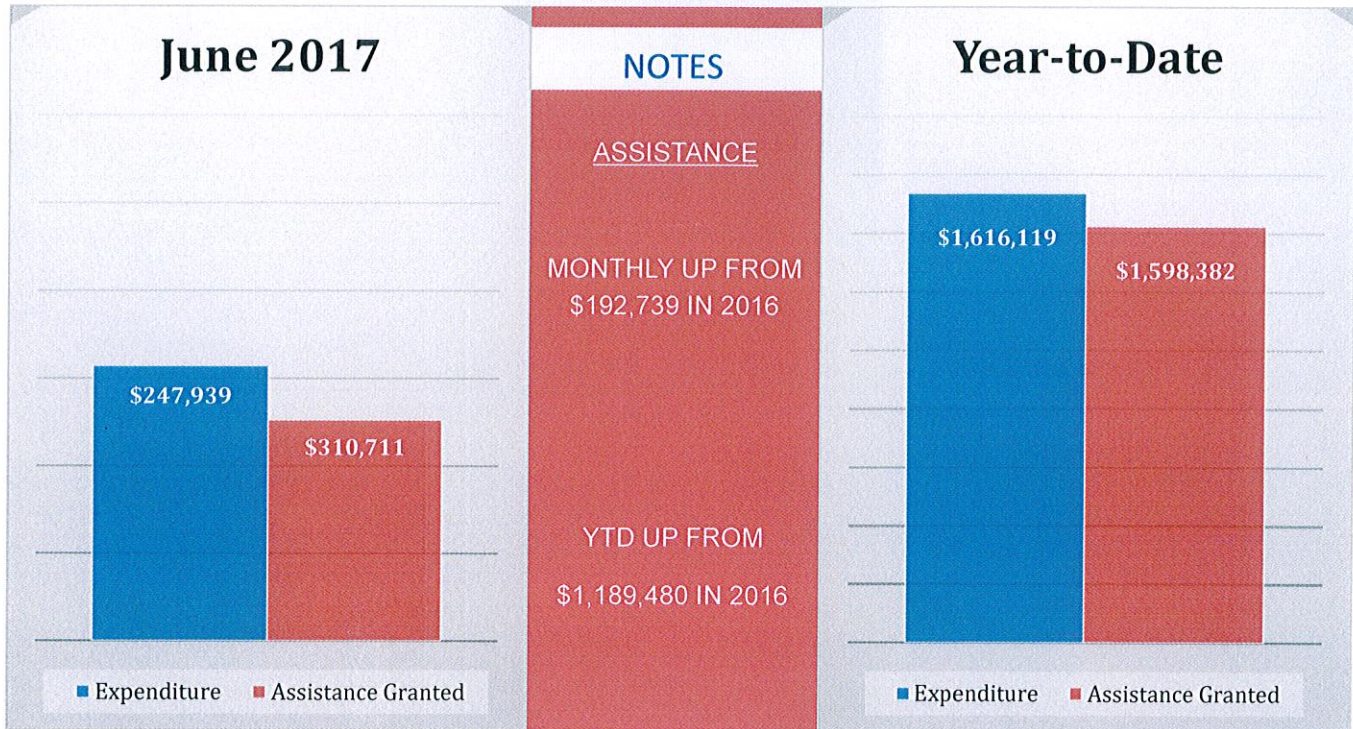
### RE-OCCURRING OUTREACH

- LIBRARY OUTREACH
  - South Euclid Library  
1<sup>st</sup> Week of each month  
M-W 9am to 3pm
  - North Royalton Library  
2<sup>nd</sup> Week of each month  
M-W 9am to 3pm
  - Solon Library  
3<sup>rd</sup> Week of each month  
M-W 9am to 3pm
  - Fairview Park Library  
4<sup>th</sup> Week of each month  
M-W 9am to 3pm
- HOMELESS OUTREACH
  - Stella Maris
  - VOA
  - 2100 Lakeside
- OMJ ORIENTATION
- COUNTY JAIL VETS POD
- NEOCH

# STATE OF COMMISSION AND FINANCE REPORT (JUNE)

## Financial Summary

Below are selected reports from the CCVSC Finance Department.



**Client Assistance includes: Financial Assistance for Medical, Food, Mortgage, Rent, Utilities, Infant Layette, Personal Hygiene, Shoes, and Clothing**

	Total Budget	YTD Expenditure	Remaining Expenditures	2017 Projection	Budget Variance
<b>Salaries</b>	1,806,773	797,630	906,917	1,704,547	102,226
<b>Fringe Benefits</b>	689,041	331,013	333,760	664,773	24,268
<b>Commodities</b>	32,810	11,689	16,856	28,545	4,265
<b>Contract Svcs</b>	371,123	81,344	278,681	360,025	11,098
<b>Controlled Exp.</b>	220,940	191,121	29,819	220,940	-
<b>Client Svcs</b>	3,647,954	1,616,119	1,752,924	3,369,043	278,911
<b>Other Exp</b>	440,863	219,525	154,590	374,115	66,748
<b>Capital Outlay</b>	47,022	26,516	19,978	46,494	528
<b>Total</b>	7,256,526	3,274,957	3,493,525	6,768,482	488,044

# STATE OF COMMISSION AND FINANCE REPORT (JUNE)

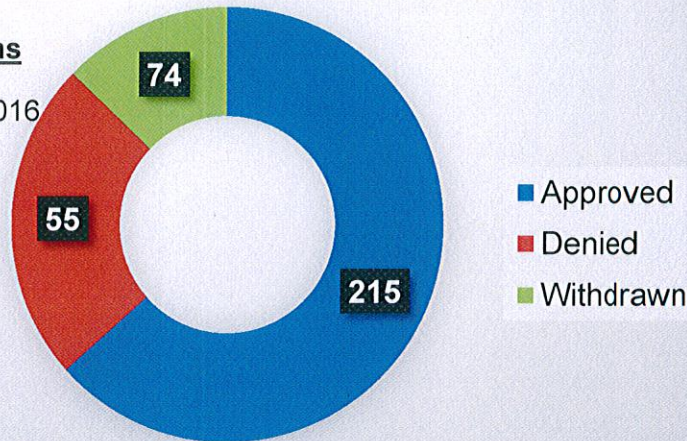
## Financial Assistance Department

### FINANCIAL ASSISTANCE ACTIVITY REPORT

#### June Application Outcome

**344 Applications**

Up 58.5% from 2016

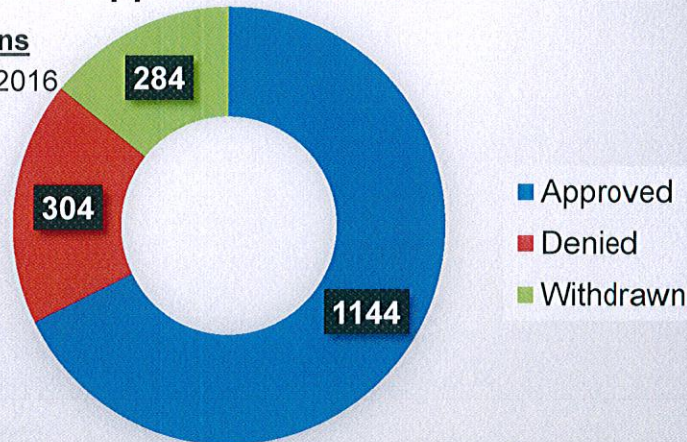


**398 Clients Seeking Assistance** (up 10.6% from 2016)

#### YTD Application Outcome

**1388 Applications**

Down 14.2% from 2016



**2325 Clients Seeking Assistance** (up 14.9% from 2016)

#### APPEALS

➤ Appeals Officer  
Total: 46 (264)  
Approved: 21 (111)  
Partial: 3 (15)  
Denied: 18 (127)  
Withdrawn: 4 (11)

➤ Board Appeals  
Total: 15 (84)  
Approved: 6 (42)  
Partial: 0 (1)  
Denied: 9 (38)  
Withdrawn: 0 (1)  
Other: 0 (2)

\* Current Month (year-to-date)

#### NOTES

- 33 of 60 withdrawn applications unresolved
- Application Approval Rate: 71.2% (includes level I, II, and III)

# STATE OF COMMISSION AND FINANCE REPORT (JUNE)

## Transportation / Memorial Affairs / Social Work

### MEDICAL AND OTHER TRANSPORTATION

DESCRIPTION	MONTH	YEAR-TO-DATE
Medical Bus Tickets	\$13,929.50	\$96,122
Other	\$143	\$941
<b>Total</b>	<b>\$14,072.50</b>	<b>\$97,062.50</b>
<b>Applicants</b>	<b>582</b>	<b>3,592</b>

### MEDICAL AND DENTAL PROGRAMS

DESCRIPTION	MONTH	YEAR-TO-DATE
Dental	\$9,310	\$36,787
Vision	\$0	\$1,310
Hearing Aids	\$0	\$5,235
<b>Total</b>	<b>\$9,310</b>	<b>\$43,332</b>

### INDIGENT BURIALS

DESCRIPTION	MONTH	YEAR-TO-DATE
Total (#)	6	39
Total (\$)	\$5,244.00	\$38,023.07



# STATE OF COMMISSION AND FINANCE REPORT (JUNE)

## SOCIAL WORK ACTIVITY

DESCRIPTION	MONTH	YEAR-TO-DATE
Seen	82	585
Not Seen	23	135
Offline	21	86
<b>Total</b>	<b>126</b>	<b>806</b>
Consultation	34	242
Follow-ups	48	343
Ohio Veterans Home Tours	0	0

## SOCIAL WORK REFERRALS

DESCRIPTION	MONTH	YEAR-TO-DATE
VA Medical	2	7
Employment	1	13
Debt Counseling	2	34
Other	11	24

## FINANCIAL WORKSHOP

DATE	SCHEDULED	ATTENDED	RESCHEDULED	NO-SHOW	LEFT
6/1/17	11	7	1	3	0
6/15/17	8	5	0	3	0
6/22/17	3	2	0	1	0
<b>YTD</b>	<b>75</b>	<b>50</b>	<b>2</b>	<b>23</b>	<b>0</b>

## NUTRITION WORKSHOP

DATE	SCHEDULED	ATTENDED	RESCHEDULED	NO-SHOW	LEFT
6/5/17	42	29	0	13	0
<b>YTD</b>	<b>444</b>	<b>341</b>	<b>7</b>	<b>95</b>	<b>1</b>

# STATE OF COMMISSION AND FINANCE REPORT (JUNE)

## Service Department

	Compensation	Pension	DIC	Follow-up	Medical	POA	Misc. Coord.	DD214	Headstone (New and Replacement)	PMC	Other
Wade Park	70	4	1	290	6	60	225	56	-	-	133
Parma	36	5	-	163	2	43	111	26	-	-	112
Main Office	18	-	2	88	3	39	152	243	25	11	94
Fed. Bldg.	-	-	-	-	-	-	-	-	-	-	-
CRRC	-	-	-	-	-	-	-	1	-	-	-
Mobile Benefits Team	1	-	-	1	-	1	3	3	-	-	3
<b>Total (Month)</b>	<b>125</b>	<b>9</b>	<b>3</b>	<b>542</b>	<b>11</b>	<b>143</b>	<b>491</b>	<b>328</b>	<b>25</b>	<b>11</b>	<b>342</b>
<b>Total (YTD)</b>	<b>681</b>	<b>177</b>	<b>19</b>	<b>3557</b>	<b>128</b>	<b>890</b>	<b>4847</b>	<b>1996</b>	<b>154</b>	<b>107</b>	<b>2067</b>