



American Legion  
**MEL BAHER**  
COMMISSIONER



American Veterans  
**FRANK POCCI**  
COMMISSIONER



Disabled American Veterans  
**CHRISTOPHER GRAU**  
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/TIME: April 3, 2019 9:30 a.m.

**PRESENT:**

Clay Uzell, President  
Mel Baher, Vice President  
Christopher Grau, Secretary  
Frank Pocci, Commissioner  
Bob Potts, Commissioner  
Jon Reiss, Executive Director  
Mary Kitko, Executive Secretary

**EXCUSED:**

Brian Gutkoski, Asst. County Prosecutor

**VISITORS:**

None

**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 Frank Pocci 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.) Several items from correspondence were set aside for discussion in Executive Session.

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

**COMMISSIONERS REPORTS:**

Christopher Grau – DAV

- March 6th – I attended the CCVSC public meeting.
- March 13th – I attended the CCVSC Appeals meeting.
- March 19<sup>th</sup> – I recused myself from the JVC meeting due to a VSC personnel matter.
- March 20th – I attended the CCVSC public meeting.
- March 21<sup>st</sup> – I attended DAV Chapter 108 monthly meeting. I ran the chapter meeting for the Commander.

- March 26<sup>th</sup> – I am working with the Rocky River FPO (Fire Prevention Officer) with a Veteran who was discovered during a building inspection. Details and referral will be provided to a VSO.
- March 27<sup>th</sup> – I attended the CCVSC Appeals meeting.

#### Frank Pocci – AMVETS

- During March I attended two of the scheduled CCVSC meetings.
- I attended the AMVETS meeting and gave the financial report.
- I attended the Italian American War Veterans (ITAM) monthly meeting. As finance officer I also completed and presented our financial report.
- I attended the March meeting of the Catholic War Veterans.
- I attended the required Commissioner training at the Embassy Suites in Dublin, Ohio.

#### Bob Potts – VVA

- March 6<sup>th</sup> – I attended CCVSC open public meeting.
- March 7<sup>th</sup> – I attended the VVA Chapter 249 membership meeting.
- March 13<sup>th</sup> – I attended CCVSC appeals meeting.
- March 13<sup>th</sup> – I attended Robert Erb’s retirement luncheon.
- March 20<sup>th</sup> – I attended CCVSC open public meeting
- March 27<sup>th</sup> - I attended CCVSC appeals meeting.
- March 29-30<sup>th</sup> – I attended required OSAVSC Spring Conference.

#### Mel Baher – American Legion

- I attended all scheduled meetings of the CCVSC during the month of March 2019. Following is a report of my activities outside of the Cuyahoga County Veterans Service Commission for the month of March 2019.
- Sunday, March 3<sup>rd</sup> – I attended the American Legion 13<sup>th</sup> District Spring Conference held at American Legion Post 421, in Fairview Park, Ohio. The meeting began at 10:00 a.m. I presented the executive board approved financial reports for January 2019, as District Finance Officer.
- Thursday, March 14<sup>th</sup> – I attended the American Legion Post 91 membership meeting. The meeting began at 7:00 p.m. and I presented the current membership report, as Post 1<sup>st</sup> Vice Commander.
- Sunday, March 17<sup>th</sup> – I volunteered at the Post 91 annual St. Patrick’s Day lunch and dinner event. The event was well attended and everyone had a good time.
- Monday, March 25<sup>th</sup> – I attended the American Legion 13<sup>th</sup> District Executive board meeting, held at American Legion Post 421, in Fairview Park, Ohio. The meeting began at 7:30 p.m. I presented the February 2019 finance report for executive board approval, as District Finance Officer.
- Thursday, March 28<sup>th</sup> – I attended the American Legion Post 91 executive board meeting at 7:00 p.m. I presented an updated membership report, as Post 1<sup>st</sup> Vice Commander.
- Friday, March 29<sup>th</sup> – I departed for Dublin, Ohio to attend the required Commissioner training held at the Embassy Suites on Saturday. Events included District meetings in the early morning – followed by general assembly District reports, and greetings from our new Director of the Department of Veteran Services, Deborah Ashenhurst. After lunch we had a presentation by Tim Spradlin on his work with the ‘Save a Warrior’ program. Training was on Public Records Act and the Open Meetings Act, as specified in the recently enacted Ohio House Bill 9.

#### Clay Uzell – VFW

- March 2<sup>nd</sup> – I attended the VFW District 7 Awards Banquet. As Safety Chairman I presented awards to Law Enforcement, Fire Fighter and EMT of the Year. Also, I was surprised by the

District Commander who presented me with a plaque for my dedication and commitment to make District 7 safety program a success.

- March 6th – I attended the CCVSC first Open Public meeting.
- March 13th - I attended the CCVSC Level III Appeals meeting.
- March 18<sup>th</sup> – I attended the VFW Post 7536 meeting. Nominations were made for the election of officers for the upcoming year which will be held in April.
- March 19<sup>th</sup> – I attended training at the VFW Headquarters in Columbus from 9:30 a.m. – 3:00 p.m. Training included the new computer system and chairman responsibilities with the new program system.
- March 20th - I attended the CCVSC open public meeting.
- March 24<sup>th</sup> – I conducted the VFW funeral ritual for deceased life member Geno Manfredi at Vitantonio Funeral Home on Murray Hill. A flag case was presented to the family. Seven (7) members took part in the service.
- March 25<sup>th</sup> – I received the National appointment to serve on the Veterans Service Committee in Orlando, Florida at the 120<sup>th</sup> National Convention.
- March 27th - I attended the CCVSC Level III Appeals meeting.
- March 28<sup>th</sup> – I visited with Service Officer Bill Vissi after a doctor's appointment.
- March 29<sup>th</sup> – 30<sup>th</sup> – I attended the OSAVSC training for Commissioners in Dublin, Ohio. We went over public records laws, open session, and executive session meetings. Class was conducted by the State Auditor's office and ended at 3:30 p.m.
- March 30<sup>th</sup> – I attended the VFW State Commander and Presidents Testimonial Dinner "Sock Hop" Old time Rock & Roll event. It was a great time.

#### **OLD BUSINESS:**

The budget will be reviewed by the Commissioners and finalized in the next few weeks.

NACVSO training will take place in Cleveland in June. All Service Officers will attend. Only financial assistance will be available for clients during training.

#### **NEW BUSINESS:**

A motion was made by Mel Baher and seconded by Chris Grau to approve Resolution 2019-08 providing for the purchase of a recruitment ad with Advance Ohio for the position of Financial Operations Manager. The purchase of the recruitment ad with Advance Ohio will not exceed \$2,000

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

Employee dress code was discussed. Employees are expected to be dressed appropriately. If shirts are made to be tucked in, they should be tucked in. Hats are not to be worn during work hours.

#### **GOOD OF THE ORDER:**

Mel Baher was at the Parma CBOC and noticed an employee putting packets with useful VA information on chairs. The packet had the VSC logo on it. The Director will reach out to the employee to obtain copies.

Chris Grau distributed pamphlets from the Military Task Force developed by the Alzheimer's Association.

Jon Reiss requested permission to attend SERB Academy to learn more about collective bargaining. The Board is in agreement that he should attend.

Each Commissioner will now be required to pay a \$75 fee to cover registration for training and annual dues. A memo will be forthcoming from the Treasurer with details.

**EXECUTIVE SESSION:**

A motion was made by Chris Grau and seconded by Mel Baher and to go in to Executive Session to consider employment, discipline and/or dismissal of a public employee, employee compensation and collective bargaining matters.

AYES: Baher, Grau, Pocci, Potts, Uzell. NAYS: None. Motion carried. (10:06 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:16 a.m.

The Executive Director will join legal counsel in Columbus for a hearing with the State Personnel Board of Review.

On April 30, 2019 there will be a phone conference with legal counsel, the Executive Director, and the State Employee Relations Board.

Changes of duties for Ferrone Williams were discussed and approved. Changes are effective January 1, 2019.

Scenarios for employee compensation were discussed. The Director will work on options and present them at the next board meeting.


A motion was made by Mel Baher and seconded by Bob Potts to grant a bonus for Patricia Galbraith and Colleen Kehoe, in the amount of \$2500 each, for the additional work load they have sustained for the past three months.

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

With no further business, a motion was made by Frank Pocci and seconded by Chris Grau to adjourn the meeting at 11:26 a.m.

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

  
Clay Uzell, President

  
Chris Grau, Secretary

**CONTACT INFORMATION**

Requests for Financial Assistance/  
Filing claims with the Dept. of

Veterans' Affairs/Memorial Affairs:

Charlene Amos, Service Officer Mgr. (216-698-3831)  
Melinda Halliburton, Service Office Mgr. (216-698-2639)  
Open  
Terry Walker, Social Worker/Case Mgmt. (216-698-2379)  
Jon Reiss (216-698-2611)  
Mary Kitko, Secretary to the Board (216-698-2651)

Finance Dept.:

Social Work Dept.:

Executive Director:

Commissioners: