



American Legion
MEL BAHER
COMMISSIONER



American Veterans
FRANK POCCHI
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: August 21, 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
Feronne Williams, Administrative Coordinator
Brian Gutkoski, Asst. County Prosecutor

EXCUSED: None.

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

STATE OF THE COMMISSION AND FINANCE REPORT (Attached)

A motion was made by Bob Potts and seconded by Frank Pocci to dispense with the reading of the Executive Director with the necessary corrections and/or additions.

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

OLD BUSINESS:

Action Items – Update:

- 1) **Employee Overpayments** – Two former employees are expected to make monthly payments until the overpayment is completely paid back. One continues to make the monthly payment and the other has made no payments.

A motion was made by Frank Pocci and seconded by Mel Baher to forgive the debt of Mr. Snyder.

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

- 2) **Emergency Plan for Files.** – Task completed. Item will be removed from Action Items.
- 3) **Dental Trial Program** – Work in progress.
- 4) **Resolution 2018-13: VVA Compensation** – The Executive Director will meet with Council to update.
- 5) **New Schedule Report** – Next update in October.
- 6) **Memorandum of Understanding** – Task completed. Item will be removed from Action Items.
- 7) **Position Description Review** – The remaining job descriptions were updated and approved.

A motion was made by Mel Baher and seconded by Bob Potts to adopt the job descriptions for all remaining positions with the necessary corrections and/or additions.

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

- 8) **Overtime Impact Study** – Next update in October.

NEW BUSINESS:

The Executive Director proposed re-assigning an Eligibility Specialist to the CCRRC. The hours will be 8:00 a.m. to 4:00 p.m. Monday through Friday. Jeanne Bell will once again be stationed at the CRRC. The Board agreed to honor Jeanne's current schedule of four days at ten hours per day until September 30, 2019. The new schedule will begin October 1, 2019.

The Executive Director presented the triage application during Old Business. The application has been adopted along with the FA Procedures and Training Manual for a three month trial period.

GOOD OF THE ORDER:

Commissioner Pocci was contacted by an interior decorator who would like to offer her services to veterans. The Board will not consider this option at this time.

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Frank Pocci to go into Executive Session to discuss employee compensation and collective bargaining matters.

AYES: Baher, Grau, Pocci, Potts, Uzell. NAYS: None. Motion carried. (11:42 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 12:11 p.m.

In Executive Session the Board discussed ending the probationary period for Feronne Williams, Charlene Amos, and Larry Amato. The status of the collective bargaining process was also discussed.

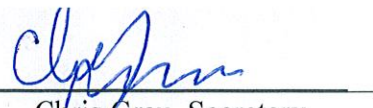
A motion was made by Bob Potts and seconded by Frank Pocci to end the probationary period for Feronne Williams, Charlene Amos, and Larry Amato. Employee compensation was discussed effective July 17, 2019. A memorandum will be given to the Executive Director on how to proceed.

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

With no further business, a motion was made by Bob Potts and seconded by Frank Pocci to adjourn the meeting at 12:13 p.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:

Melinda Halliburton, Service Office Mgr. (216-698-2639)
Charlene Amos, Service Office Mgr. (216-698-3831)
Lawrence Amato, Financial Operations Mgr. (216-698-2391)
Terry Walker, Social Worker/Case Mgmt. (216-698-2379)
Jon Reiss (216-698-2611)
Mary Kitko, Secretary to the Board (216-698-2652)

Finance Dept.:
Social Work Dept.:
Executive Director:
Commissioners: