



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

Cuyahoga County

Veterans Service Commission

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1849 Prospect Avenue • Suite 150 • Cleveland, OH 44115

JON REISS
EXECUTIVE DIRECTOR

MINUTES

DATE/TIME: June 21, 2021 9:30 a.m.

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

EXCUSED: Mark Musson, Assistant County Prosecutor

VISITORS: None.

PURPOSE: GENERAL MONTHLY MEETING

The meeting was called to order by Chris Grau, President.

A motion was made by Mel Baher and seconded by Frank Pocci 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.

OLD BUSINESS:

The Grand Re-opening was very successful. Despite the event being planned in a very short time, 112 clients attended the event and received multiple services from the VSC. Some lessons were learned as far as flow and spacing and will be corrected for the next event. The VSC plans to host a similar event in October.

The busiest station at the event was the dog tag station. The Board discussed buying an additional dog tag machine that can be used at outreach events. A resolution will be prepared for the next meeting.

The CCVSC will work with the new landlord and the developer to build out the office once everything is finalized.

The dress code is changing once again. As soon as shirts can be ordered for each staff member, the staff will wear uniforms. Employees who arrive at work out of uniform will be sent home to change and progressive discipline will begin.

A motion was made by Bob Potts and seconded by Frank Pocci to purchase uniform shirts for each employee from Cintas, expenses not to exceed \$5,000.

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

Action Items:

1. Re-key building – all office doors have been re-keyed. Furniture locks are still pending replacement.
2. Website electronic submissions – Linear will continue to work on the process now that the special event blitz is complete.
3. Holiday ham/turkey coupon – no update at this time. The Board is requesting this be finalized by September.
4. Advertising/Marketing/Social Media – the Board has agreed to shift to social media at this time.
5. Contract with Clemans, Nelson and Associates – M. Musson sent revisions. Waiting to hear from Clemans, Nelson and Associates.
6. Strategic plan – J. Reiss has completed the format for the strategic plan and is now building the plan with dates.
7. Garage cleaning – J. Reiss will direct T. Ness to get the cleaning scheduled. The invoice will be sent to the landlord.

NEW BUSINESS:

None.

GOOD OF THE ORDER:

None.

EXECUTIVE SESSION:

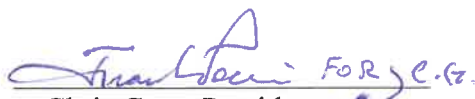
A motion was made by Mel Baher and seconded by Frank Pocci to go into Executive Session to discuss a certain personnel matter – employment.

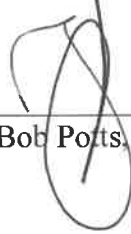
AYES: Baher, Grau, Pocci, Potts, Uzell. NAYS: None. Motion carried. (10:26 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 10:46 a.m. In Executive Session the Board discussed certain personnel matters regarding employment.

With no further business, a motion was made by Bob Potts and seconded by Frank Pocci to adjourn the meeting at 10:47 a.m.

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


Chris Grau, President


Bob Potts, Secretary

CONTACT INFORMATION

Requests for Financial Assistance/

Filing claims with the Dept. of

Veterans' Affairs/Memorial Affairs:

Finance Dept.:

Executive Director:

Deputy Director:

Commissioners:

Charlene Amos, Service Officer Mgr. (216-698-3831)

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

Terrance Ness, Financial Supervisor (216-698-2391)

Jon Reiss (216-698-2611)

Feronne Williams (216-698-3845)

Mary Kitko, Secretary to the Board (216-698-2651)