



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: August 18, 2021 9:30 a.m.

PRESENT: Frank Pocci, Vice President
Bob Potts, Secretary
Mel Baher, Commissioner
Jon Reiss, Executive Director
Feronne Williams, Deputy Director
Mary Kitko, Executive Secretary
Mark Musson, Assistant County Prosecutor

EXCUSED: Christopher Grau, President
Clay Uzell, Commissioner

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 Bob Potts to dispense with the reading of the Consent Agenda and to accept the agenda with the necessary corrections and/or additions. One item was set aside for discussion in Executive Session (All Commissioners have a copy of the minutes).

STATE OF THE COMMISSION AND FINANCE REPORT (Attached)

A motion was made by Mel Baher and seconded by Bob Potts to accept the report of the Executive Director with the necessary corrections and/or additions.

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

A motion was made by Mel Baher and seconded by Bob Potts to go out of the regular order of business to go into Executive Session due to time constraints.

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

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Bob Potts to go into Executive Session to discuss a certain personnel matter – employment and discipline, and a client case file.

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

The Board came out of Executive Session and returned to the regular order of business at 10:55 a.m. In Executive Session the Board discussed certain personnel matters regarding employment and discipline, and a client case file.

A motion was made by Mel Baher and seconded by Bob Potts to authorize the Executive Director to bring on Alexander Cohen in the roll of Veterans Service Office, with a probationary period of one (1) year.

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

A motion was made by Mel Baher and seconded by Bob Potts to return to the regular order of business.

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

OLD BUSINESS:

J. Reiss is waiting for more information from the new landlord regarding the main office build-out. The County will allow the VSC to designate unused funds from 2020 and 2021 to fund the build-out.

Action Items:

1. Re-key building – All offices and desks are re-keyed. Access to the storage room is still pending.
2. Website electronic submissions – Linear continues to work on the electronic submissions. The Executive Director gave a demonstration on this work in progress. As soon as the update is complete and tested, we will be ready to go live. This will make it easier for clients to submit the necessary documents without multiple trips to the office.
3. Holiday ham/turkey coupon – ham and turkey coupons for the holidays will be purchased with a \$20 value and can be used in any store that accepts coupons.
4. Advertising/Marketing/Social Media – work in progress.
5. Outreach items – the current resolution has been exhausted. A new resolution will be ready for approval at the next meeting.
6. Contract with Clemans, Nelson and Associates – work in progress. M. Musson continues to research the Boards authority to enter into a contract of this kind.
7. Strategic plan – J. Reiss has completed the format and calendar for the strategic plan and is now working on getting information/events populated.
8. Garage cleaning – the garage has been power washed. Commissioner Potts asked that the clutter be removed from the garage.
9. Quick Series – J. Reiss will have a quote for the Board at the next meeting. The Veterans Resource Guide will be updated and printed with the VSC logo on the front.
10. Percipio – it was proposed that the contract with Percipio be renewed for continued training for staff. The renewal was approved.

NEW BUSINESS:

The quotes for the new dog tag machine were viewed and discussed. The Board would like the company with the chosen model to demonstrate the product on site prior to approving a resolution.

The proposed car program will be discussed when all Commissioners are available.

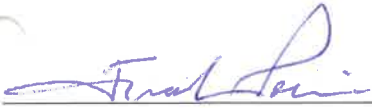
Warrior Serve will also be discussed at a future meeting.

GOOD OF THE ORDER:

Commissioner Pocci spoke about the dedication of the Rocky Colavito statue at Tony Park in Little Italy. The full video features Mr. Pocci raising the flag.

With no further business, a motion was made by Mel Baher and seconded by Bob Potts to adjourn the meeting at 11:45 a.m.

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



Frank Pocci, Vice 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)