



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: September 29, 2021 9:30 a.m.

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

EXCUSED: Clay Uzell, Commissioner
Mark Musson, Assistant County Prosecutor

VISITORS: None.

PURPOSE: GENERAL MONTHLY MEETING

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

OLD BUSINESS:

J. Reiss is waiting to meet with the new landlord regarding the main office build-out. In the meantime, options for relocation during the build-out will be researched. Moving companies will be contacted to get quotes to move and store items during the build-out.

Action Items:

1. Website electronic submissions – electronic submissions are ready to go. Roll out will begin shortly.
2. Holiday ham/turkey coupon – the coupon option has been postponed. Aldi food cards will be distributed beginning October 1, 2021.
3. Advertising/Marketing/Social Media – work in progress. Waiting on the decision to handle items with the internal outreach team prior to entering the RFQ process.
4. Contract with Clemans, Nelson and Associates – work in progress. J. Reiss was directed to contact M. Musson’s superior regarding the VSC’s contracting rights.
5. Garage cleaning – the Executive Director will speak to maintenance about cleaning all debris out of the parking garage. It is attracting rodents.
6. Quick Series – J. Reiss will speak to T. Ness about getting a quote for updating the Veterans Resource Guides and printing the guide with the VSC logo on the front.
7. COVID Protocol/testing – the updated protocol will be disseminated to staff today.

NEW BUSINESS:

A motion was made by Bob Potts and seconded by Frank Pocci to adopt the updated Employee Dress Code policy, which replaces the guideline dated June 2, 2021. The policy will become effective upon receipt of appropriate VSC apparel, at least seven days from today's date.

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

Feronne Williams presented the idea of a car program. The program would allow the VSC to help veterans acquire reliable transportation in lieu of repairing a vehicle that will likely need continuous repairs. The Board is interested in the concept and asked the Deputy Director to continue to develop the option.

Jon Reiss presented a referral network within the veteran community. The American Warrior Project has created a program that would help the veterans of Cuyahoga County connect with services they need with trackable data. The Executive Director will request a demonstration for the Board.

Members of the Board are interested in VSC wall calendars to distribute at outreach events. The calendars would be full size and contain information on upcoming events and services available. J. Reiss will direct T. Ness to research and provide quotes. Development of a folder for information needed for last burial rights is being developed. This will allow the veteran to gather all information their family will need when it comes time for burial.

Verbal Judo Institute is hosting a virtual professional communications webinar. The Deputy Director and/or Executive Director will attend the webinar and pass the information along to the staff.

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 – compensation, and a client case file.


AYES: Baher, Grau, Pocci, Potts. NAYS: None. Motion carried. (10:55 a.m.)


The Board came out of Executive Session and returned to the regular order of business at 11:41 a.m. In Executive Session the Board discussed certain personnel matters regarding compensation, and a client case file.

The votes for further assistance, recorded by the Secretary, of the client appeal that was discussed in Executive Session, is attached. The veteran will be advised that any income must be immediately reported to the Parma Housing agency.

With no further business, a motion was made by Bob Potts and seconded by Frank Pocci to adjourn the meeting at 11:43 a.m.

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


FOR Christopher Grau, President


Bob Potts, 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)

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)

Finance Dept.:

Executive Director:

Deputy Director:

Commissioners: