



American Legion
MEL BAHER
COMMISSIONER



American Veterans
FRANK POCCHI
COMMISSIONER



Disabled American Veterans
CHRISTOPHER GRAU
COMMISSIONER



Veterans of Foreign Wars
VACANT
COMMISSIONER



Vietnam Veterans of America
BOB POTTS
COMMISSIONER

JON REISS
EXECUTIVE DIRECTOR

Cuyahoga County Veterans Service Commission

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Email: vscmail@cuyahogacounty.us
1849 Prospect Avenue • Suite 150 • Cleveland, OH 44115

MINUTES

DATE/TIME: December 1, 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
Mark Musson, Assistant County Prosecutor

EXCUSED: None.

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. (All Commissioners have a copy of the minutes). One item was set aside for Executive Session.

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

COMMISSIONERS REPORTS:

All Commissioners attended the regularly scheduled meetings of the CCVSC and meetings/events of their respective Posts and organizations for the month of November.

Commissioners will no longer provide a monthly report for regularly scheduled meetings or events. When a commissioner attends an additional event, the information will be included in the quarterly State of the Commission report.

OLD BUSINESS:

The Executive Director attended a County Council committee meeting on November 20, 2021 to discuss the VSC's purchase of a headquarter building and the use of excess funds in the VSC budget. The Council was in support of the plan to move surplus funds to a capital fund. J. Reiss will prepare a letter proposing details for the 2021 capital funds.

Employees will be returning to Wade Park as soon as security measures are in place. J. Reiss is working with the Assistant Director of the VA Medical Center.

NEW BUSINESS:

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-09 to reimburse the staff for memberships at gyms/fitness centers, not to exceed \$65 per month, per employee, and not to exceed and agency total of \$25,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-10 for the purchase of a maintenance agreement with Enterprise Resource Partners for the eVetAssist veteran software program for the 2022 fiscal year, not to exceed \$7,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-11 adjusting employee mileage and per diem travel reimbursement rates in accordance with standard federal rates, for the year 2022.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-13 for five Commissioners, the Executive Director and the Deputy Director to attend various conferences and training to maintain accreditation with the Ohio Association of Veterans Service Commissioners (OSAVSC) in 2022, expenses not to exceed \$10,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-14 authorizing eighteen Service Officers to attend training and maintain membership and accreditation with the Ohio State Association of County Veterans Service Officer (OSACVSO) and National Association of County Veterans Service Officer (NACVSO) in 2022, not to exceed \$65,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-15 for the purchase of an advertising agreement with DD214 Chronicle for six months of advertising, not to exceed \$4,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-16 for annual maintenance of CCVSC call center/call management communication software with Five9, expenses not to exceed \$50,000 per year.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-17 requesting authority for the Executive Director to utilize funds as necessary to prepare for an emergency, expenses not to exceed \$15,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-18 for the purchase of up to 5,000 military service branch pins for the clients/partners of the Cuyahoga County Veteran Service Commission in recognition for their service, expenses not to exceed \$7,000.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2021-19 for the purchase of uniform shirts/coats for all staff, not to exceed \$10,000.

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

GOOD OF THE ORDER:

Commissioner Pocci is involved in a Christmas dinner event for 50 veterans and their spouses. The VSC is providing rapid COVID tests for anyone interested.

Commissioner Baher announced that there will be a service at the USS Cod on December 7, 2021. There is also a dinner following the ceremony at Burke Lakefront Airport.

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Frank Pocci to go into Executive Session to discuss personnel matters – compensation and employment and a client case file.

AYES: Baher, Grau, Pocci, Potts. NAYS: None. Motion carried. (10:31 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:02 a.m. In Executive Session the Board discussed personnel matters regarding compensation and employment and a client case file. The Director was told how to proceed.

A motion was made by Mel Baher and seconded by Bob Potts to approve an MOU with AFSCME regarding three personal days and prorated terms.

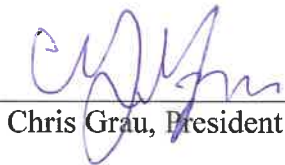
AYES: Baher, Grau, Pocci, Potts. NAYS: None. Motion carried.

A motion was made by Bob Potts and seconded by Mel Baher to remove JoAnne Boulter from probation as of December 6, 2021.

AYES: Baher, Grau, Pocci, Potts. 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 11:53 a.m.

AYES: Baher, Grau, Pocci, Potts. 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)