



American Legion  
**MEL BAHER**  
COMMISSIONER



American Veterans  
**FRANK POCCHI**  
COMMISSIONER



Disabled American Veterans  
**CHRISTOPHER GRAU**  
COMMISSIONER



Veterans of Foreign Wars  
**JAMES RILEY**  
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

**FERONNE WILLIAMS**  
DEPUTY DIRECTOR

### MINUTES

**DATE/TIME:** June 22, 2022 9:30 a.m.

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

**EXCUSED:** James Riley, Commissioner

**VISITORS:** David Lambert, Assistant County Prosecutor  
Matthew Convery, Assistant County Prosecutor

**PURPOSE:** GENERAL MONTHLY MEETING

The meeting was called to order by Frank Pocci, 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).

#### **OLD BUSINESS:**

Construction continues on the main office. The VSC continues to wait for updates as to when heavy construction will begin.

Jon Reiss will reach out to the County and the design firm for updates. Staff continues to work at area public libraries. Admin staff continues to work at the Fulton Rd. County building. Two employees are stationed at the main office with one security guard. Food cards are distributed from the main office.

**NEW BUSINESS:**

VetConnect was cancelled due to low staffing from COVID. The event is rescheduled for September 17, 2022, at the Fulton Road building.

There was a brief discussion regarding VSO training. A decision regarding the number of staff members who will attend training will be reviewed prior to the next training session.

The Time and Attendance Policy was discussed. The Board has authorized the Executive and Deputy Director's to use discretion when unforeseen circumstances cause tardiness. No changes were made to the policy.

**GOOD OF THE ORDER:**

Commissioner Pocci mentioned that he will be reviewing flag protocol at future post meetings. He will also make sure that post members are aware that the VSC will replace torn or tattered flags for those that wish to display an American flag.

Commissioner Potts requested a Service Officer be present at the Post 385 picnic on August 20<sup>th</sup>.

**EXECUTIVE SESSION:**

A motion was made by Mel Baher and seconded by Chris Grau to go into Executive Session to discuss certain personnel matters – employment and discipline and client cases and appeals.

AYES: Baher, Grau, Pocci, Potts. NAYS: None. Motion carried. (10:15 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:30 a.m. In Executive Session the Board discussed certain personnel matters regarding employment and discipline and client cases and appeals. The Executive Director and Deputy Director were advised how to proceed.

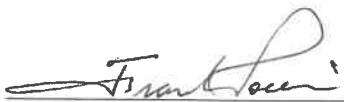
A motion was made by Mel Baher and seconded by Bob Potts to approve the promotion of Jeanne Bell to the position of Quality Assurance Coordinator, to be renamed Financial Assistance Manager, effective immediately.

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

The votes for further assistance, recorded by the Secretary, of the client appeals that were discussed in Executive Session, are attached.

With no further business, a motion was made by Mel Baher and seconded by Bob Potts to adjourn the meeting at 11:34 a.m.

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

  
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Frank Pocci, President

  
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Mel Baher, Secretary

**CONTACT INFORMATION**

Requests for Financial Assistance/

Filing claims with the Dept. of  
Veterans' Affairs/Memorial Affairs:

Finance Dept.:

Executive Director:

Deputy Director:

Commissioners:

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)