



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

Ph: 216.698.2600 • Fax: 216.698.2650

Email: vscmail@cuyahogacounty.us

1849 Prospect Avenue • Suite 150 • Cleveland, OH 44115

JON REISS
EXECUTIVE DIRECTOR

FERONNE WILLIAMS
DEPUTY DIRECTOR

MINUTES

DATE/TIME: July 6, 2022 9:30 a.m.

PRESENT:

Frank Pocci, President
Bob Potts, Vice President
Mel Baher, Secretary
Christopher Grau, Commissioner
James Riley, Commissioner
Jon Reiss, Executive Director
Feronne Williams, Deputy Director
Mary Kitko, Executive Secretary – via Zoom
Mark Musson, Assistant County Prosecutor
Matthew Convery, Assistant County Prosecutor

EXCUSED: None.

VISITORS: None.

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 at the main office. Core drilling in the VSC office space will take three to four weeks. Most staff will be stationed at various locations. The Finance Manager, two Service Officers and security remain at the main office.

Executive Director Reiss will stay in communication with the project manager for the new building and ensure they understand the urgency to continue pushing forward with the renovations.

Staff continues to work at Wade Park, the Parma CBOC, area public libraries and at the Fulton Rd. county building. Food cards are distributed from the main office.

NEW BUSINESS:

J. Reiss distributed new org charts. After discussion some changes will be made. Jon will discuss changes with F. Williams to determine what the changes will be. Additional employees to be added include an Office Support Specialist, a Mentor Coordinator, and 2-3 Service Officers.

New software options for financial assistance were discussed in order to further automate the application process. Funds have already been budgeted for 2023.

A motion was made by Mel Baher and seconded by Bob Potts to go out of the regular order of business to discuss a client case and appeal.

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

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Chris Grau to go into Executive Session to discuss a client case and appeal.

AYES: Baher, Grau, Pocci, Potts, Riley. NAYS: None. Motion carried. (10:14 a.m.)

A motion was made by Chris Grau and seconded by Mel Baher to return to the regular order of business and continue with discussions in New Business.

AYES: Baher, Grau, Pocci, Potts, Riley. NAYS: None. Motion carried. (10:27 a.m.)

NEW BUSINESS (cont'd):

J. Reiss reviewed sections of the new travel policy. The new policy will cover prepayment for flights, hotels and per diem. Jon will make changes/corrections and present the policy at the next meeting.

A motion was made by Mel Baher and seconded by Bob Potts to approve the memo to provide meals for staff training and development.

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

The Board discussed the purchase of a new vehicle, a truck, to be used for outreach events and for maintenance at the new building. The Executive and Deputy Directors will look into options.

Deputy Director Williams is working with different car dealerships and credit unions to assist in helping veterans with the down payment needed to purchase a car. Mr. Williams also presented the option of purchasing a used car for veterans who are unable to afford a continuous car payment and/or the increased insurance on a newer car. Finally, the option of assisting with current car payments when a veteran in need applies for financial assistance was discussed. The details of each option will be researched more, compiled, and presented to the board at a future meeting.

The Board will hold an outreach meeting at the Italian American Club in Septembers. Details to follow.

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2022-08 for the emergency purchase of US Flags for the cemeteries of Cuyahoga County for Memorial Day. The flags will be purchased from Novak Supply, LLC, expenses not to exceed and agency total of \$66,584.36.

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

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2022-09 for the purchase of up to 5,000 military service branch pins for the clients of the Cuyahoga County Veterans Service Commission in recognition for their service, expenses not to exceed \$8,000.

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

GOOD OF THE ORDER:

The North Olmsted Homecoming Festival at the end of August was mentioned as a possible outreach event.

EXECUTIVE SESSION:

A motion was made by Mel Baher and seconded by Chris Grau to go into Executive Session to discuss a client case and appeal.

AYES: Baher, Grau, Pocci, Potts, Riley. NAYS: None. Motion carried. (11:22 a.m.)

A motion was made by Mel Baher and seconded by Bob Potts to approve an equity adjustment for C. Kehoe, effective the pay period beginning on July 3, 2022.

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

The Board came out of Executive Session and returned to the regular order of business at 11:53 a.m. In Executive Session the Board discussed a client case and appeal.

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 11:42 a.m.

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


Frank Pocci, President


Mel Baher, 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: