



American Legion  
**MEL BAHER**  
COMMISSIONER



American Veterans  
**FRANK POCCI**  
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:** July 20, 2022 9:30 a.m.

**PRESENT:**

Frank Pocci, President  
Bob Potts, Vice President – via Zoom  
Mel Baher, Secretary  
Christopher Grau, Commissioner – via Zoom  
James Riley, Commissioner  
Jon Reiss, Executive Director  
Feronne Williams, Deputy Director  
Mary Kitko, Executive Secretary  
Patricia Smith, Administrative Coordinator

**EXCUSED:** Matthew Convery, Assistant County Prosecutor

**VISITORS:** Molly Carlin, C.A.V.A. President

**PURPOSE:** GENERAL MONTHLY MEETING

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

A motion was made by Mel Baher and seconded by Jim Riley 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. The ramp completion is about 60 days out and water remediation continues. J. Reiss will reach out to Public Works to get started on early termination of the Prospect Ave. lease.

Long-term security needs at the new building are being discussed. The VSC is still waiting on proposals from the design team. All contracts for work on the new building are signed by Public Works.

Staff continues to work at Wade Park, the Parma CBOC, and at the Fulton Rd. County building. Food cards are distributed from the main office. Library locations are suspended at this time.

**NEW BUSINESS:**

The CCVSC revised Travel Policy was discussed. The Board will review the policy prior to the vote to adopt.

Deputy Director F. Williams provided an update to the New Car Program. Mr. Williams has added another dealership to the list of options the veteran will have. The new dealership also has a repair shop.

Commissioner Pocci requested an outreach event for the Italian American Club. The event will take place in September. Date and details to follow.

The VSC is still in need of Service Officers and a receptionist. Both positions will be posted.

The Board clarified the intent of the starting salaries after the mid-year COLA. Starting salaries will also be increased by 3%.

**GOOD OF THE ORDER:**

Ms. Carlin, President of C.A.V.A, requested that a Service Officer certify her client's DD214s. It was explained that the CCVSC is unable to certify DD214's without the veteran or the veteran's POA present.

**EXECUTIVE SESSION:**

A motion was made by Mel Baher and seconded by James Riley to go into Executive Session to meet potential candidates, a pending imminent court action and to discuss a client case and appeal.

AYES: Baher, Grau, Pocci, Potts, Riley. NAYS: None. Motion carried. (10:25 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:25 a.m. In Executive Session the Board met potential candidates, discussed a pending imminent court action and 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.

A motion was made by Mel Baher and seconded by Jim Riley to authorize the Director to bring on Ashlee Reale in the roll of Veterans Service Officer, with a probationary period of one (1) year.


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

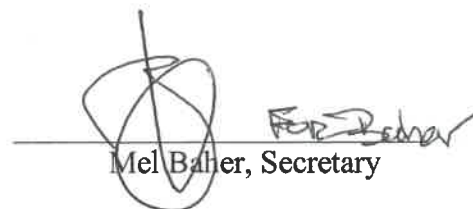
A motion was made by Mel Baher and seconded by Jim Riley to authorize the Director to bring on Peter Bogigian in the roll of Veterans Service Officer, with a probationary period of one (1) year.

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

With no further business, a motion was made by Mel Baher and seconded by Jim Riley to adjourn the meeting at 11:27 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)

Finance Dept.:

Executive Director:

Jon Reiss (216-698-2611)

Deputy Director:

Feronne Williams (216-698-3845)

Commissioners:

Mary Kitko, Secretary to the Board (216-698-2651)