



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: August 17, 2022 9:30 a.m.

PRESENT: Frank Pocci, President  
Bob Potts, Vice President  
Christopher Grau, Commissioner  
James Riley, Commissioner  
Jon Reiss, Executive Director  
Feronne Williams, Deputy Director  
Mary Kitko, Executive Secretary  
Matthew Convery, Assistant County Prosecutor

EXCUSED: Mel Baher, Secretary

VISITORS: None.

PURPOSE: GENERAL MONTHLY MEETING

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

A motion was made by Bob Potts and seconded by Jim Riley to go out of the regular order of business to meet potential new hires and to discuss pending or imminent court actions, a personnel matter regarding employment, and matters to be kept confidential.

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

#### **EXECUTIVE SESSION:**

A motion was made by Bob Potts and seconded by Chris Grau to go into Executive Session to meet potential new hires and to discuss pending or imminent court actions, a personnel matter regarding employment, and matters to be kept confidential.

AYES: Grau, Pocci, Potts, Riley. NAYS: None. Motion carried. (10:05 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:11 p.m. In Executive Session the Board met potential new hires, and discussed pending and imminent court actions,

personnel matters regarding employment, and matters to be kept confidential. The Executive Director and Deputy Director were advised on how to proceed.

#### **LD BUSINESS:**

The construction at the main office continues. Workers are currently in the VSC's space. Returning to the main office will not take place until all work in the VSC space is completed. The parking ramp will not be complete for at least another 2-3 weeks.

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. No update at this time.

Staff continues to work at VA medical facilities and at the Fulton Rd. County building. Public Works is working with the landlord at the Prospect office to determine if the VSC can get out of the lease. The current offer is to vacate the building in June 2023. This offer is unacceptable. Public Works will re-engage with the landlord.

VetConnect is scheduled for September 17, 2022, at the Fulton location. The option of hosting this event multiple times per year was discussed. At this time, the plan is to host VetConnect in the spring of 2023 and again in the summer/fall, possibly at the County Fair. Jon Reiss will work with his outreach team to explore this option.

#### **NEW BUSINESS:**

A motion was made by Bob Potts and seconded by Chris Grau to approve Resolution 2022-13 for a contract with Clemans, Nelson and Associates, Inc., an HR consulting firm, not to exceed \$50,000.

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

A motion was made by Bob Potts and seconded by Chris Grau to approve Resolution 2022-14 for creation of a capital fund for the Headquarters Program and authorization to reallocate \$1,750,000 from the 2022 current budget to the Capital fund.

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

A motion was made by Bob Potts and seconded by Chris Grau to approve Resolution 2022-15 for creation of a capital fund for the client management software and authorization to reallocate \$500,000 from the 2022 current budget to Capital fund.

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

The Executive Director suggested the option of the VSC hiring a Mentor Coordinator for the Veterans Treatment Court. The Board asked that J. Reiss outline this position's job duties and responsibilities and the option will be reviewed when all commissioners are present.


Also discussed was a youth program. The thought is that the VSC would sponsor youth rec-league teams and provide uniforms. This could replace some of the current advertising and would increase awareness of the agency among younger veterans who have children involved in rec-leagues.

#### **GOOD OF THE ORDER:**

C. Grau suggested additional safety measures for computers and laptops. Mr. Reiss will meet S. Byers to ensure that all data is secure.


With no further business, a motion was made by Bob Potts and seconded by Chris Grau to adjourn the meeting at 12:18 p.m.

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



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Frank Pocci, President



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Bob Potts, Vice President

**CONTACT INFORMATION**

Requests for Financial Assistance/  
Filing claims with the Dept. of  
Veterans' Affairs/Memorial Affairs:

Charlene Amos, Service Officer Mgr. (216-698-3831)  
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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: