



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:                      October 19, 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  
                                        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 Chris Grau 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:**

The Board reviewed the Executive Director’s strategic plan and had no feedback at this time.

Several employees, including the Commissioners, will be involved in events for Veterans Day. Events include ceremonies, speaking engagements at schools and parades.

#### **NEW BUSINESS:**

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2022-18 for the renewal of RTA bus ads for twelve (12) months. The RTA bus ads renewal agreement is with Lamar Advertising which is a sole source vendor contracted to advertise on RTA buses. Total not to exceed \$96,275.

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

The Board discussed adjusting the board meeting hours. After discussion the decision was made to keep them as they are.

The VSC will begin issuing holiday food cards for Thanksgiving and Christmas through December 31<sup>st</sup>. The directive is that there will not be a separate application for holiday food cards. Employees will add \$200 to each family's food assistance amount to help cover the expense of special holiday meals.

The 2022 holiday party will coincide with the December 13<sup>th</sup> staff meeting. The luncheon will be catered.

Employee retention was discussed. Several changes have been made to help with burnout including appointment and admin days and a set lunch time. Other suggestions will be discussed at future meetings.

**GOOD OF THE ORDER:**

None.

**EXECUTIVE SESSION:**


A motion was made by Mel Baher and seconded by Chris Grau to go into Executive Session to discuss certain personnel matters – compensation.

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

The Board came out of Executive Session and returned to the regular order of business at 12:05 p.m. In Executive Session the Board discussed certain personnel matters – compensation. The legal team will get more information from the County before a decision will be made.

With no further business, a motion was made by Mel Baher and seconded by James Riley to adjourn the meeting at 12:06 p.m.

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



Frank Pocci, President



Mel Baher, Secretary

**CONTACT INFORMATION**

Filing claims with the Dept. of

Veterans' Affairs/Memorial Affairs:

Financial Assistance Manager:

Finance/Operations Manager:

Executive Director:

Deputy Director:

Commissioners:

Melinda Halliburton, Service Office Mgr. (216-698-2639)

Jeanne Bell (216)-698-2635

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)