



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:** April 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  
Mark Musson, Assistant County Prosecutor (via phone)

**EXCUSED:** None.

**VISITORS:** None.

**PURPOSE:** GENERAL MONTHLY MEETING/LEVEL III BOARD APPEALS

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.)

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

#### **OLD BUSINESS:**

Demo on the main office building continues. Drafts for construction plans have not yet been approved so the new owners are unable to provide a timeline. The Board will be updated as information becomes available.

Funds for the purchase of the new headquarters have been moved to the correct accounts in order to complete the purchase, pending County Council approval at the next council meeting. Current funds, along with the 2021 surplus that is being voted on, should cover the cost of most renovations that are necessary.

Reiss continues to work to identify interim office locations. Health and Human Services has not made a final decision regarding the location on Fulton Ave. The VSC may be charged back for this location.

Limits of assistance for rent to relatives was discussed. If the home has multiple units and the client is renting from a relative the limit will be the same as the current rental limits. If the client is living in the same space as a family member and paying rent, the limit will be \$300.

**NEW BUSINESS:**

The Executive Director will begin attending conferences, visiting other Veteran's Service offices, and reaching out to community partners in order to determine what programming and services may be beneficial to the veterans of Cuyahoga County.

A motion was made by Mel Baher and seconded by Bob Potts to approve Resolution 2022-03 for the purchase of nylon US Flags, made in the USA, providing flags for the veterans of Cuyahoga County and the Veterans Service Commission's new flag program, expenses not to exceed and agency total of \$20,000.

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

The 2023 Budget will be reviewed and adopted at an open public meeting in May.

The VSC is running low on flag cases for the family of deceased veterans. The current vendor is unable to provide the cases that are needed. Other vendors will be contacted.

**GOOD OF THE ORDER:**

Commissioner Pocci stated that the AMVETS relationship with Rittman Cemetery has improved.

Commissioner Potts mentioned the VSC creating a newsletter. F. Williams mentioned that contact had been made with the VSC web designer to determine if they would be able to create a newsletter and provide content on social media.

**EXECUTIVE SESSION:**

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

AYES: Baher, Grau, Pocci, Potts, Riley. NAYS: None. Motion carried. (10:49 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 11:02 a.m. In Executive Session the Board discussed certain personnel matters regarding discipline/employment and compensation. The Executive Director was advised how to proceed.

A motion was made by Mel Baher and seconded by Bob Potts to demote Charlene Amos to Veterans Service Office with a ten (10) percent reduction in pay, as discussed in Executive Session.

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

A motion was made by Jim Riley and seconded by Mel Baher to adjust the pay of Feronne Williams and Melinda Halliburton, as discussed in Executive Session.

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

With no further business, a motion was made by Mel Baher and seconded by Bob Potts to adjourn the meeting at 11:07 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:

Finance Dept.:

Executive Director:

Deputy Director:

Commissioners:

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)