



American Legion
MEL BAHER
COMMISSIONER



American Veterans
FRANK POCCI
COMMISSIONER



Disabled American Veterans
AJ THOMPSON
COMMISSIONER



Veterans of Foreign Wars
JAMES RILEY
COMMISSIONER



Vietnam Veterans of America
BOB POTTS
COMMISSIONER

Cuyahoga County Veterans Service Commission

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JON REISS
EXECUTIVE DIRECTOR

FERONNE WILLIAMS
DEPUTY DIRECTOR

MINUTES

DATE/TIME: September 20, 2023 9:36 a.m.

PRESENT: Bob Potts, President
Mel Baher, Vice President
James Riley, Secretary
AJ Thompson, Commissioner
Jon Reiss, Executive Director
Feronne Williams, Deputy Director
Mary Kitko, Executive Secretary – Via Teams
Craig Morice, Assistant County Prosecutor

EXCUSED: Frank Pocci, Commissioner

VISITORS: None.

PURPOSE: GENERAL MONTHLY MEETING

The meeting was called to order by Bob Potts, President.

A motion was made by Mel Baher 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). Motion seconded by AJ Thompson. Discussion: None.

AYES: Baher, Potts, Riley, Thompson. NAYS: None. Motion carried.

OLD BUSINESS

The Executive Director briefed the Board on building updates. The new lease for the current building is making its way through the necessary county departments. The fire panel continues to malfunction and cause alarms in the middle of the night. C. Kehoe is working with a new vendor to replace the panel and service the equipment moving forward.

There has been some progress on the new building design. The IT and security teams are moving forward with the current plan for camera placement and a strike pad will be installed outside the receptionist space to ensure access by authorized personnel only. The Director will inquire about the warranty on the boiler and continues to work with RTA regarding a bus stop at the Chester office.

Outreach and misrepresentation on client applications has been moved to executive session.

NEW BUSINESS:

The VSC mobile vehicle is not being utilized as expected. The outreach team is driving it around the area on Wednesdays for some exposure. The Parma CBOC is extremely busy and there are only two offices available for Veterans Service Officers. It was suggested that someone reach out to the CBOC to determine if the van could be parked at the CBOC with a Service Officer to alleviate some of the waiting time inside.

A motion was made by Mel Baher to adopt the Travel Policy discussed and updated with the necessary corrections and/or additions. Motion seconded by AJ Thompson. Discussion: None.
AYES: Baher, Potts, Riley, Thompson. NAYS: None. Motion carried.

The Board has expressed the desire to have one point of contact for memorial affairs. After some discussion regarding the position expectations, an introduction letter, and outreach responsibilities, the Deputy Director was advised on how to proceed.

New signs with an updated more pointed message for the client code of conduct were discussed. One large sign for the front entrance and one for the waiting area will be ordered. Also, the option to scroll a message or display a message on the tv's in the waiting room will be researched.

GOOD OF THE ORDER:

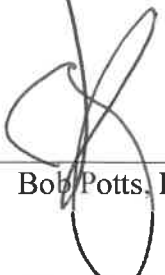
Commissioner Thompson made an announcement regarding DAV Day on September 25th at Euclid Beach. Several organizations will have tables and there will be food and refreshments provided. Fishing will begin at 7 a.m.

EXECUTIVE SESSION:

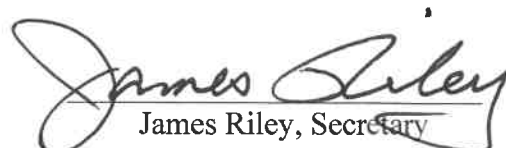
A motion was made by Mel Baher to go into Executive Session to discuss client cases and appeals and to consider employment of a public employee. Motion seconded by AJ Thompson.
AYES: Baher, Potts, Riley, Thompson. NAYS: None. Motion carried. (10:18 a.m.)

The Board came out of Executive Session and returned to the regular order of business at 12:01 p.m. In Executive Session the Board discussed misrepresentation of information on client cases and appeals and considered employment of a public employee. The Board has advised the Deputy Director and Executive Director on how to proceed on a trial basis.

With no further business, a motion was made by Jim Riley to adjourn the meeting at 12:02 p.m. Motion seconded by Mel Baher. Discussion: None.
AYES: Baher, Potts, Riley, Thompson. NAYS: None. Motion carried.



Bob Potts, President



James Riley, Secretary

CONTACT INFORMATION

Filing claims with the Dept. of
Veterans' Affairs/Memorial Affairs:
Financial Assistance Manager:
Financial Operations Manager:
Executive Director:
Deputy Director:
Commissioners:

Melinda Halliburton, Service Office Mgr. (216-698-2639)
Jeanne Bell (216-698-2635)
Colleen Kehoe (216-698-2392)
Jon Reiss (216-698-2611)
Feronne Williams (216-698-3845)
Mary Kitko, Secretary to the Board (216-698-2651)