



American Legion
MEL BAHER
COMMISSIONER



American Veterans
FRANK POCCHI
COMMISSIONER



Disabled American Veterans
LENON WRIGHT
COMMISSIONER



Veterans of Foreign Wars
JAMES RILEY
COMMISSIONER



Vietnam Veterans of America
BOB POTTS
COMMISSIONER

JON REISS
EXECUTIVE DIRECTOR

FERONNE WILLIAMS
DEPUTY DIRECTOR

Cuyahoga County Veterans Service Commission

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1849 Prospect Avenue • Suite 150 • Cleveland, OH 44115

MINUTES

DATE/TIME: November 6, 2024 9:30 a.m.

PRESENT: Mel Baher, President
James Riley, Vice President
Frank Pocci, Secretary
Bob Potts, Commissioner
Jon Reiss, Executive Director
Feronne Williams, Deputy Director
Mary Kitko, Executive Secretary
Craig Morice, Assistant County Prosecutor

EXCUSED: Lenon Wright, Commissioner

VISITORS: None.

PURPOSE: GENERAL MONTHLY MEETING

The meeting was called to order by President Mel Baher with the Pledge of Allegiance. Secretary Frank Pocci called roll.

A motion was made 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). Motion seconded by Bob Potts. Discussion: None.

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

COMMISSIONERS REPORTS

Mel Baher – American Legion

- October 3rd – attended American Legion 13th District Fall Conference held at American Legion Post 343 in Euclid, Ohio at 7:30 p.m.
 - provided financial reports as District Finance Officer
 - October 10th – attended American Legion Post 91 membership meeting held at 7:00 p.m.
 - presented financial reports as Post Finance Officer
 - October 24th – attended American Legion 13th District executive board meeting held at 7:00 p.m.
 - presented updated financial reports as District Finance Officer
 - October 28th - attended 13th District executive board meeting held at Post 343 in Euclid, Ohio at 7:30 p.m.
 - provided financial reports, and 2024-2025 Budget for approval, as District Finance Office
- Volunteered at Post 91 with planned activities and work parties, as needed.

Frank Pocci – AMVETS

- Represented the CCVSC at the Columbus Day parade. Distributed information about the agency
- Working with the teacher responsible for the Veterans Day event at Whitney Middle School
- Reviewed Post donations for the year
- Participated in Guitar for Vets lessons in preparation for an event at VFW Post at 150th.

James Riley – VFW

- October 4th – conducted rifle salutes at Western Reserve Cemetery with Joint Veterans Honor Guard
- October 7, 14, 21st – Guitars 4 Vets lessons and group session
- October 8th – conducted Joint Veterans Council meeting – planning for Veterans Day ceremony
- October 10th – monthly Catholic War Veterans meeting
- October 20th – performed military ritual with Tucson VFW Post 549 – Post Commander and Chaplain
- October 21st – purchases two USAF military caps at Davis-Monthan AFB for co-workers
- October 21st – wrote one article for DD-214 Chronicles
- October 21st – assisted a surviving spouse with VA benefits
- October 2yth – attended the VFW District quarterly meeting at Madison, Ohio VFW Post
 - Audited quarterly reports
- October 31st – conducted meeting with Mayor Bibbs's staff at Burke Lakefront for November 11th ceremony

Lenon Wright - DAV

- excused

Bob Potts – VVA

- Attended CCVSC meetings and completed online training for Commissioners

OLD BUSINESS

The Executive Director gave his weekly building update. Mr. Reiss has been in touch with J. Myer at the County regarding where the VSC will conduct business after the current lease is up and before construction is completed. Remediation at the new headquarters is complete and the building is completely gutted. Progress has been slightly delayed by asbestos remediation and the mezzanine removal. Waiting on County approval for removal.

Team building/diversity training is scheduled for November 7th and 8th. All staff members are expected to attend, and the commissioners are welcome, too.

Will and POA legal fees were presented by C. Morice. The fee schedule was accepted by the Board and the law firm and the VSC is waiting on County approval.

The VSC is working with the City of Cleveland to determine the details of the MOU with the Greater Cleveland Veterans Memorial.

There is no update on the proposed veteran's village.

Director Reiss will continue with the plan to coordinate the Honor Guard program.

NEW BUSINESS:

The Board was briefed on storage options for excess items and fleet vehicles. The Board's directive is to move forward.

The Board was shown different options for vehicle wraps. The wrap style was chosen, and Jon Reiss was directed to move forward.

The Purchasing Manual Policy was discussed. Director Reiss explained that after an internal audit suggestions were given by the auditor. The suggestions were implemented, and the policy must now be updated.

A motion was made by Bob Potts to adopt the updated Purchasing Manual with suggested changes. Motion seconded by Jim Riley. Discussion: None.

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

A motion was made by Bob Potts to adopt the updated Purchasing Manual Policy with suggested changes. Motion seconded by Jim Riley. Discussion: None.

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

A motion was made by Bob Potts to approve Resolution 2024-38 authorizing the Executive Director to purchase items necessary for the Cuyahoga County Veterans Service Commission headquarters project. The purchase agreement with various vendors will not exceed a total of \$1,000,000. Motion seconded by Frank Pocci. Discussion: None.

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

A motion was made by Bob Potts to approve Resolution 2024-39 authorizing the Executive Director to transfer funds from the 2024 personnel budget line to other areas as need. The transfer of funds will not exceed a total of \$500,000. Motion seconded by Frank Pocci. Discussion: None.

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

A motion was made by Bob Potts to approve Resolution 2024-40 providing for the purchase of duress alarms, wave control panel, set-up and training for the Cuyahoga County Veterans Service Commission new headquarters building. Product and services will be provided by SecureTech Systems and will not exceed \$19,000. Motion seconded by Frank Pocci. Discussion: None.

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

A motion was made by Bob Potts to approve Resolution 2024-41 providing for the purchase of time clocks and one year maintenance for the Cuyahoga County Veterans Service Commission locations. Product and services will be provided by Workforce PayHub and will not exceed \$8,000. Motion seconded by Frank Pocci. Discussion: None.

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

A motion was made by Bob Potts to approve Resolution 2024-42 providing for the rental agreement with Tyler Village Storage and warehouse for fleet vehicle storage and storage needs for excess items, not to exceed \$2,100 per month and/or \$47,000 per year. Motion seconded by Frank Pocci. Discussion: None.

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

A motion was made by Bob Potts to approve Resolution 2024-43 providing for event space, food and beverages for a Veterans' Service Community Meet and Greet to discuss a healthy veteran community initiative for veteran community partners, veteran organizations and concerned veterans. The agreement is with DoubleTree by Hilton Cleveland South – Independence and will not exceed \$7,000. Motion seconded by Frank Pocci. Discussion: None.

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

A motion was made by Bob Potts to go out of the regular order of business to Executive Session. Motion seconded by Jim Riley. Discussion: None.

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

EXECUTIVE SESSION:

A motion was made by Bob Potts to go into Executive Session to consider a pending court action. Motion seconded by Jim Riley.

YES: Baher, 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 11:17 a.m. In Executive Session the Board considered employment of a public employee and a pending court action.

GOOD OF THE ORDER:

Commissioner Pocci spoke to a veteran about a reduction in Social Security for Part B if the veteran is service connected. It was explained that a service-connected veteran should not need Part B because they can obtain their medications at the VA. The veteran may need a letter from the VA to verify they are service connected.

Commissioner Potts spoke with a veteran who was 30% service connected for hearing loss. It was explained that if there is mention of the hearing loss in the veterans active-duty records, he should meet with a service officer to determine if it was worth filing for an increase.

With no further business, a motion was made by Bob Potts to adjourn the meeting at 11:22 a.m. Motion seconded by Jim Riley.

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



Mel Baher, President



Frank Pocci, Secretary

CONTACT INFORMATION

Filing claims with the Dept. of

Veterans' Affairs/Memorial Affairs:

Financial Assistance Manager:

Executive Director:

Deputy Director:

Commissioners:

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

Geniece Garner (216)-698-4955

Jon Reiss (216-698-2611)

Feronne Williams (216-698-3845)

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