

Kalamazoo County Health & Community Services
Veterans Affairs Committee
Meeting Minutes
April 8, 2015

- I. Committee meeting called to order by Chairperson Michael Quinn at 8:01 AM

- II. Roll Call
 - a. Members Present: Michael Seals, Michael Jones, Bill Becker, Michael Quinn
 - b. Members Absent: Audree Morrison
 - c. Others Present: Aaron Edlefson, Brien Brockway, John Faul, Lucinda Stinson, Ryan Post, Beth Ridge, Courtney Davis

- III. Review of previous meeting minutes
 - a. Motion made to approve the minutes from March 11, 2015 with revision made to section 8, 3rd paragraph. Addition of clarifying language to this section – should read that in the past the service of female veterans has not been a focus
Motion Seconded.
Motion Carried.
 - b. Motion made to approve the minutes of the special meeting of the committee from April 4, 2015 with addition of the word “financial” being added before the word differences in Section IV, 2nd paragraph.
Motion Seconded.
Motion Carried.

- IV. Citizens’ Time
Chairperson Michael Quinn opened the floor for sharing. Ryan Post, Deputy Director of Finance and Administration was introduced to the committee. Mr. Post was present to assist in the financial review later in the meeting.

- V. For consideration
 - a. OLD Business
 - i. Review and Approval of revised Committee Bylaws
Motion was made to approve revisions to Committee bylaws that allow for members to attend by conference call up to 2 regular meetings per year.
Motion Seconded by Mr. Bill Becker.
Motion Carried by a unanimous vote

Bylaws will be reviewed and approved by the County Board of Commissioners on April 21st.

- ii. Committee Discussion ensured. Member request for open communication and assurance that relevant and critical meeting material be shared with all members prior to the committee meetings. Materials will to be dispersed via email for this purpose. Committee members should keep in mind that group email discussions are not allowable by a majority of the committee prior to and in between regularly posted and/or special posted committee meetings.
- iii. Resignation of Veterans Service Coordinator, Aaron Edelfson
Motion was made to accept the resignation of Aaron Edlefson with regret and thanks.
Seconded by Mr. Michael Jones
Motional Carried by a unanimous voice vote.

Committee discussion. Resolution as been requested for Aaron's service at the April 1 21st meeting of the Board of Commissioners. Meeting will be at 7:00 PM in the Council Chambers.

b. Financial Review

All assistance programs were reviewed for past month. No gas cards went out in March; Letter will be sent out shortly to all area funeral homes as a notice about the revisions in the Burial Benefit Policy; policy, approved by County Legal, along with the revised application will accompany the notice.

Veterans Service Office –Financial Report was reviewed. Ms. Ridge & Mr. Post explained that budget sections and General fund allocations.

Financial Discussion ensued. Committee discussed what steps should be taken to begin a conversation about a millage for the Veterans Service Office in Kalamazoo. Plan will need to include a budget detailing how the increase in dollars will be used to assist community veterans. Committee also looked at the VA's expenditure report that outlines veteran expenditures by County. Aaron will send the link to all committee members for their review. Committee would like to have a future discussion on how best to build the capacity of the veteran service office.

c. New Business

- i. Veterans Service Coordinator position
Committee agreed with HCS leadership's recommendation to post the position immediately to ensure office needs are met and service to veterans is not disrupted.
- ii. Coordinator's Report

Project Connect is Wednesday, October 14th from noon to 4:00 PM. Event Coordinator, Angela Anderson, had been asked to share about the event with the committee.

One day service event (was organized by PRI; then Catholic Charities; now KCHCS Community Action Agency) – held annually to provide access to multiple services and fulfillment of needs at one place – medical care & coverage enrollment information, personal hygiene, food assistance, education, dental, counseling, etc. – Purpose: to help families build connections and relationships to community resources and agencies.

Sue Weir began on Monday, April 6th as a volunteer for the office. Was able to assist veterans with VA benefit needs.

Stand Down update was provided. Aaron met with Don Jarzambek to coordinate Stand Down poster distribution; Individual who has assisted with meal preparation in the past is unable to this year. Aaron is looking into other options for this year's event.

General Office update. Aaron is working directly with Brien to assist with training; will continue to do so for the next few weeks prior to transitioning to his new position.

VI. Other Items

Committee Chair, Michael Quinn, addressed the issues with attendance of committee member Audree Morrison. Ms. Morrison has not made a meeting since before the New Year and he will be notifying the Board with a request to remove her from the committee.

VII. Executive Session

Motion was made to move into Executive Session for the purpose of approving the minutes from the executive session held at the previous meeting.

Seconded.

Carried.

Executive session commenced at 9:08 AM

Executive Session was dismissed at 9:10 AM

VIII. Motion was made for adjournment of committee meeting. Seconded and Carried. Meeting was Adjourned by the Chairperson at 9:11 AM