



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

Minutes of
Regular Meeting of Kalamazoo County Veterans' Affairs Committee
December 13, 2017

- I. Call to Order by Chair, Bob Hencken at 8:08 AM
- II. Roll Call
Members Present: Michael Quinn (via phone), Bob Hencken
Absent: Ron Kendall, Tom Burton
Others: Jim Rutherford, Beth Ridge, Mike Hoss, Lauren King, Celia Bañuelos, Citizen (anonymous)
- III. Review of previous month's minutes
Minutes approved as written.
- IV. Citizen's Time. Chair B. Hencken opened the floor for citizen's time. Citizen, requesting to remain anonymous, says he and his Friends helped with distributing Thanksgiving turkeys to 22 veterans and their families. Requesting list of veterans to assist next year. Says he has also sent letter to Hardings requesting they have a weekly discount day for Veterans but has not heard back regarding his request. Chair B. Hencken requested M. Hoss present certificate of appreciation to the Citizen and his group.
- V. For Consideration
 - A.) **Financial Review**

Financial Analyst, Beth Ridge
Most items underspent or at spent. Requested Lauren and Mike submit travel expenses, if any. Anticipating to increase assistance but does not expect to reach 100% spent funds.

Soldiers and Sailors
Anticipating to achieve complete usage of funds by the end of December 2017.

Burial Benefits
Slower than anticipated. 67.8 % spent.

HEALTH AND COMMUNITY SERVICES DEPARTMENT
Veterans Service Office

3299 Gull Road | Kalamazoo, MI 49048
Phone: 269.373.5361 | Fax: 269.373.5334

B.) Veterans Service Office Report

M. Hoss reviewed the reports (in packet). M. Hoss informed that VetraSpec will be down last week of the month (December) and therefore claims cannot be submitted during that time. M. Hoss also informed that he and Lauren will be out of the office last week of December. M. Hoss informed that Celia, VSO Administrative Assistant, has been trained and will provide food vouchers as needed.

M. Hoss introduced Celia, new VSO/CAA Administrative Assistant, and recognized Celia began as an already trained staff. M. Hoss informed that staff is currently working on backlog of voicemails.

M. Hoss extends his appreciation of the Citizen present and his Friends (not present) for their efforts.

M. Hoss states despite office successes, some are upset due to not understanding the process. M. Hoss states office is working on procedures and is currently providing clients with a list of documents needed. M. Hoss states office is emphasizing to clients that we (office) will not hear about claims and it may take clients three to six months to hear back.

C.) County Board Task Force

Chair B. Hencken discussed transition to KCMHSAS. Chair B. Hencken states he submitted a letter, on November 28, 2017, to the Board of Commissioners expressing his comments regarding the move. Letter attached to meeting's minutes as requested by Chair B. Hencken. Chair B. Hencken asked M. Hoss if he would continue employment, as VSO Coordinator, with KCMHSAS. M. Hoss confirmed he would not. Chair B. Hencken asked J. Rutherford regarding the agreement with KCMHSAS. J. Rutherford states he has not been asked to provide any input. States Kalamazoo County Corporate Counsel has been working on agreement.

M. Quinn states he submitted a FOIA request and was contacted by Amber, Legal Counsel, informing him documents are ready. M. Quinn requested Chair B. Hencken to accompany him to view documents. M. Quinn and Chair B. Hencken to schedule a time to view documents together.

Chair B. Hencken states BOC refusing to fill Committee vacancies. States Board, according to the bylaws, should meet four times per year. Chair B. Hencken suggested to meet once per quarter unless a special meeting is requested. Motion made by Chair B. Hencken to establish regular meeting schedule to be held the fourth Wednesday of the last month of each quarter, starting at 9:00am in conference room B, located in wing two, first floor in the Nazareth Complex 3299 Gull Road, Kalamazoo, MI 49048. States 2018 meeting dates, unless the Committee is abolished due to the transfer, will be announced at upcoming meeting on March 28, 2018 at 9:00am. M. Quinn states he has no objection to meeting quarterly. Motion passed unanimously.

VI. Any other items

Chair B. Hencken announced he will be retiring prior the upcoming meeting and gave his personal contact information.

L. King proposed a motion to include the word 'mortgage' to the Soldiers and Sailors, Emergency Housing Assistance. Motion moved by Chair B. Hencken. Discussion ensued regarding amount of assistance allotted per instance/client. M. Hoss informed that clients are sent to other agencies first. Chair B. Hencken requested verbiage also include 'land contracts'. J. Rutherford inquired how much was current request. L. King responded '1363.00'. J. Rutherford suggested honoring request to use funds. Chair B. Hencken requested to add 'assistance not to exceed \$2000.00 for maximum of 2 months, as funding available' to motion. M. Quinn seconds the motion. Motion passes unanimously. B. Ridge agrees with changes. L. King reads amended bylaw policy/procedure and presents amended motion. Motion moved by Chair B. Hencken. M. Quinn seconds motion. Motion passes unanimously. Chair B. Hencken requested L. King provide verbiage of the change so it is included in the meeting's minutes.

Full text of motion:

'Expansion of Soldiers and Sailors Relief to include Emergency Housing Assistance consisting of rental, mortgage or land contract payments of up to two months or a maximum of \$2000 subject to availability.'

VII. Commissioner's Time

Nothing at this time

VIII. Adjournment

Motion was made to adjourn the meeting, motion carried. Chair B. Hencken adjourned the meeting at 8:59am.