

## **Oceana County Department of Veterans Affairs Meeting Minutes, December 21, 2015**

The **Veterans Relief Regular Meeting** of the Oceana County Department of Veterans Affairs was called to order at 9:00 a.m. in the County Commissioners Conference Room by Bob Fong, Chairman.

**Roll Call:** Bob Fong (BF), Terry Dykema (TD), Darrell Hogston (DH), Steve Fell (SF).

**Members Absent:** Kim Loncar, Ruth Burmeister (excused).

**Guests Present:** No guests present for Claims Meeting.

No claims for review.

Claims Review Session was adjourned at 9:15 a.m. by Bob Fong, Chairman.

Went into Workshop Session.

Veterans Trust Fund. Discussion of proposed legislative changes regarding how the relief program is administered.

Claims Processing. Discussion of using other organizations to submit claims through, versus submitting directly to the VA. System needed to track claims as they proceed through the VA system, to improve ability to keep veteran informed. A higher level of access to Vetraspec is needed to use some the tracking, calendar, and report functions of the system.

Website. Update on website and vendor relations. All materials and programming have been received by our Webmaster. A switch will be made from using vendor-associated Arvix web hosting, to Liquid Web, and at a lower cost. Our Webmaster has initiated work towards our Department having a presence on Facebook and Google Plus (with associated process of review and approval of postings); cosmetic and security issues are being addressed. Website should be in good shape by the end of January 2016.

Workshop Session closed at 11:59 by Bob Fong, Chairman.

### **Veterans Affairs Department Meeting**

Oceana County Department of Veterans Affairs meeting was called to order at 1:10 p.m. in the County Commissioners Conference Room by Bob Fong, Chairman.

#### **Pledge of Allegiance**

**Roll Call:** Bob Fong - Chairman (BF), Terry Dykema (TD), Darrell Hogston (DH), Steve Fell (SF), Kim Loncar (KL), Andy Sebolt - County Commissioner Liaison (AS).

**Members Absent:** Ruth Burmeister (excused).

**Guests Present:** None.

**Approval of Agenda**

Motion by DH to accept Agenda as published:

**Voice Vote:** Yea – 5, Nay - 0 All in favor.

Motion 2<sup>nd</sup> by KL.  
**Motion Approved.**

**Approval of Consent Agenda**

Motion by KL to accept Consent Agenda as amended.

**Voice Vote:** Yea – 5, Nay - 0 All in favor.

Motion 2<sup>nd</sup> by SF.  
**Motion Approved.**

12/9/15 OCDVA Meeting Minutes amended as follows:

V#137-15 \$558.25 – new final amount for propane fill (relief claim).

**Correspondence** – None.

**Sub-Committee Reports**

**VSO (Veterans Service Officer) Report – RB**

VSO absent (excused). Clerk reported on: relief claim submitted, and then rescinded by Veteran; acquisition of larger desk for office through County Maintenance Department. Office will be closed for appointments and walk-ins week of 12/28/15 for Annual Report information collection.

VSO to gather testimonials from Veterans who have received assistance from our Department, for use in Annual Report.

**Budget and Finance Committee - SF**

**New Expenditures:**

V# 127-15: Integrity (office supplies) \$30.23.

Motion by SF to pay \$30.23 for office supplies.

Motion 2<sup>nd</sup> by DH.

**Roll Call Vote:** Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.

Yea – 5, Nay – 0 All in favor

**Motion Approved.**

**Budget Expenses Report:**

Total department expenditures through December 18, 2015.

\$2,050.71.

Motion by SF to accept as published if no corrections, subject to audit.

Motion 2<sup>nd</sup> by TD.

**Voice Vote:** Yea – 5, Nay – 0 All in favor.

**Motion Approved.**

**Community Relations – TD**

Discussion of Annual Report, millage renewal and outreach activities. BF to see Webmaster regarding a website for the Coalition.

**Personnel Committee – DH**

Nothing to report at this time.

**Policy and Procedures – BF**

Nothing to report at this time.

**County Commissioner's Veterans Liaison - Andy Sebolt**

The next County Commissioners meeting is scheduled for 12/29/15.

**Old Business**

None.

**New Business**

None.

**No further committee business at this time.**

**No public comments.**

**FYI:** BF will be out of town 12/24/15 – 12/28/15.

**Adjournment**

Motion by DH to close Department Meeting                      Motion 2<sup>nd</sup> by KL.  
Department Meeting adjourned at 3:10 p.m. Bob Fong, Chairman.

The next general meeting will be Wednesday, January 13, 2016.

9:00 a.m. Veterans Relief Meeting

1:00 p.m. Veterans Affairs Department Meeting, held in **County Commissioners Board Room.**

Refreshments – SF



**Bob Fong, Chairman**



**Kim Loncar, Secretary**