

**Oceana County Department of Veterans Affairs
Business Meeting
Meeting Minutes, April 27, 2016**

The Oceana County Department of Veterans Affairs Business Meeting was called to order at 1:05 p.m. in the County Commissioners Conference Room by Bob Fong, Chairman.

Pledge of Allegiance

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

Members Absent: Ruth Burmeister (excused), Terry Dykema (excused).

Guests Present: Several members and related associates to support presentation of the "Veterans Community Action Teams" (VCAT) program.

Approval of Agenda

Motion by SF to accept Agenda as published:

Motion 2nd by DH.

Voice Vote: Yea – 4, Nay - 0 All in favor.

Motion Approved.

Approval of Consent Agenda

Motion by SF to accept Consent Agenda with changes.

Motion 2nd by DH.

(Change date of Committee Minutes for approval to 4/13/16; add approval of 4/20/16 Special Committee Meeting Minutes.)

Voice Vote: Yea – 4, Nay - 0 All in favor.

Motion Approved.

Correspondence – None.

Sub-Committee Reports

VSO (Veterans Service Officer) Report – RB

Clerk - nothing to report at this time.

Budget and Finance Committee - SF

New Expenditures:

V#-58-16: Xonetech. \$1,257.12.

Motion by SF to pay \$1,257.12 for Webmaster services, including office computer security issues.

Motion 2nd by DH.

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

Yea – 4, Nay – 0 All in favor

Motion Approved.

Budget Expenses Report:

Total department expenditures through month April 26, 2016.

\$4,371.92.

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

Motion 2nd by KL.

Voice Vote: Yea – 4, Nay – 0 All in favor.

Motion Approved.

Corrected January – April 2016 monthly budget summary reports reviewed.

Community Relations – TD

Committee Members visited local posts recently for community outreach, a few different topics were covered in short presentations, with Q & A afterward.

Upcoming events: Memorial Day Parade.

Personnel Committee – DH

VSO and clerk evaluations were conducted this month.

A job description for Department Webmaster is in process.

Policy and Procedures – BF

Special meeting to be scheduled to review department policy and procedures.

County Commissioner's Veterans Liaison - Andy Sebolt

Nothing to report at this time.

Old Business

Website. Website progress reviewed.

Outreach/Millage. Discussion on activities to support outreach efforts.

New Business

None.

No further committee business at this time.

No public comments.

Adjournment

Motion by SF to close Department Meeting
Department Meeting adjourned at 3:05 p.m. by Bob Fong, Chairman.

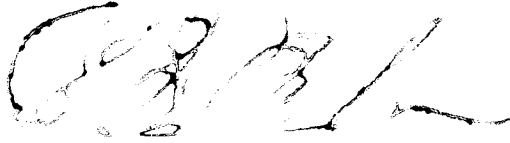
Motion 2nd by KL.

The next general meeting will be Wednesday, May 11, 2016.

9:00 a.m. Veterans Affairs Relief Meeting

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

Refreshments – RB



Bob Fong, Chairman


Kim Loncar, Secretary