

**Oceana County Department of Veterans Affairs
Relief Meeting
Meeting Minutes, September 14, 2016**

The Oceana County Department of Veterans Affairs Relief Meeting was called to order at 9:03 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), Ruth Burmeister (RB).

Members Absent: Kim Loncar (excused).

Guests Present: None.

Relief Claims:

Claim #97-16 Claim for help with urgent dental health issue.

Motion by SF to pay \$1,360.00 for extraction of three teeth/replacement partial. Motion 2nd by DH.

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

Yea – 4, Nay – 0 All in favor

Motion Approved.

V#112-16 \$1,360.00 Hart Dental

In addition:

Motion by SF to add \$200.00 food voucher to Claim #97-16.

Motion 2nd by DJ

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

Yea – 4, Nay – 0 All in favor

Motion Approved.

V#117-16 \$200.00 Gales IGA

Claim 98-16 Claim for help with multiple monthly payments due to sudden two-thirds reduction in monthly VA disability compensation/VA error.

Decision tabled at 9:51 pending claimant appearance before committee.

Went into Workshop.

Reopened Relief Session at 10:27 to resume discussion of Claim 98-16 with claimant present.

Claim 98-16 Claim for help with monthly bills.

Motion by SF to pay \$2,726.86 for multiple monthly bills.

Motion 2nd by DH.

(Motion made with proviso that claim remain open for additional assistance pending resolution of VA error and restoration of claimant's regular compensation.)

There was also discussion on resolution of ongoing black mold issue in claimant's home.

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

Yea – 4, Nay – 0 All in favor

Motion Approved.

V#113-16 \$199.51 Great Lakes Energy

V#114-16 \$169.89 Dish Network

V#115-16 \$174.65 Verizon

V#116-16 \$218.66 Pioneer Insurance

V#118-16 \$800.00 Huntington Bank
V#119-16 \$402.00 Auto Loan
V#120-16 \$86.14 Allstate Insurance
V#121-16 \$112.87 Great Lakes Energy
V#122-16 \$169.89 Dish Network
V#123-16 \$174.65 Verizon
V#124-16 \$218.60 Pioneer Insurance

Claims Review Session was adjourned at 11:10 a.m. by Bob Fong, Chairman.

Went into Workshop.

Discussion on Department office space needs.

Workshop Session closed at 12:00 noon by Bob Fong, Chairman.

**Oceana County Department of Veterans Affairs
Business Meeting
Meeting Minutes, September 14, 2016**

The Oceana County Department of Veterans Affairs Business Meeting was called to order at 1:01 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), Ruth Burmeister (RB), Andy Sebolt - County Commissioner Liaison (AS).

Members Absent: None.

Guests Present: None.

Approval of Agenda

Motion by DH to accept Agenda as published.

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

Motion 2nd by SF.

Motion Approved.

Approval of Consent Agenda

Motion by SF to accept Consent Agenda with corrections as discussed.

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

Motion 2nd by DH.

Motion Approved.

Correspondence

None.

Sub-Committee Reports

VSO (Veterans Service Officer) Report – RB

VSO Report:

Attended recent American Legion Training, there was some discussion millage renewal issues.

Email received from the Michigan Association of County Veterans Counselors (MACVC) asking for signature on a confidentiality form for use of the VetraSpec State Solution software and database. Also mentioned in the message: Tim Loney is the new Deputy Director for the MVAA.

Clerk Report:

August Office Activity Report: numbers down slightly due to Fair coverage and vacations.

Clerk reported phone message received from Sandy Clarke, 100th District State Representative Candidate (Lake, Newago and Oceana Counties) requesting appearance before the Committee on September 28. Clerk to return call indicating she will be given a short time slot on 9/28/16 agenda.

Letter received from Mears United Methodist Church inviting Veterans and those who serve Veterans to attend a special honoring breakfast on October 8.

Budget and Finance Committee - SF

New Expenditures:

V#-95-16: Cardmember Service. \$1,555.96.
Motion by SF to pay \$230.69 – website host fees; \$1,283.29 – Veterans relief;
\$41.08 – office supplies. Motion 2nd by DH.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5, Nay – 0 All in favor Motion Approved.

V#-106-16: Tax chargeback. \$32.34.
Motion by SF to pay \$32.34 for tax chargeback. Motion 2nd by DH.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5, Nay – 0 All in favor Motion Approved.

V#-107-16: Tax chargeback. \$44.77.
Motion by SF to pay \$44.77 for tax chargeback. Motion 2nd by KL.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5, Nay – 0 All in favor Motion Approved.

V#-108-16: Xerox Printer/Copier Lease. \$42.15
Motion by SF to pay \$42.15 for Xerox lease. Motion 2nd by DH.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5, Nay – 0 All in favor Motion Approved.

V#-109-16: VSO travel pay. \$64.26
Motion by SF to pay \$64.26 for Xerox lease. Motion 2nd by KL.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5, Nay – 0 All in favor Motion Approved.

V#-110-16: Xonetech. \$316.25.
Motion by SF to pay \$316.25 for 11.5 hours/website fee. Motion 2nd by KL.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5, Nay – 0 All in favor Motion Approved.

V#-103-16: Xonetech. \$275.00.
Motion by SF to pay \$275.00 for 10 hours/website fee. Motion 2nd by KL.

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 August, 2016. \$8,107.39.
Total department expenditures through September 7, 2016 \$1,964.02.
Current budget balance for 2016 \$71,350.17

Community Relations – TD

Discussion of Department Outreach issues post-2016 County Fair.

Personnel Committee – DH

RFP for website consultant near completion.

Policy and Procedures – BF

Work continuing on revision and update, including processing of claims and other applications and reducing/eliminating paper file copies.

County Commissioner’s Veterans Liaison - Andy Sebolt

Nothing to report at this time.

Old Business

Website update. Expecting to go live end of September.

Second computer for office. BF to place order using Department credit card.

Great Lakes People Fund and County Incentive Grants. October 1 due date for People Fund; still waiting on announcement regarding availability of County Incentive Grants.

New Business

County Fair Lessons/Recommendations. Discussion of 9/5/16 KL memo.

Special Notes:

BF out of town 9/15/16 – 9/29/16

No further committee business at this time.

No public comments.

Adjournment

Department Meeting adjourned to Executive Session at 3:27 p.m. by Bob Fong, Chairman.

The next general meeting will be Wednesday, September 28, 2016.

9:00 a.m. Veterans Affairs Relief Meeting

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

Refreshments – DH

Bob Fong, Chairman
/KS





Kim Loncar, Secretary