



**Meeting Minutes of the
Montgomery County Veterans Service Commission
June 8, 2022 at 10:00 AM**

I. Call to Order

President Jerry Hays called the meeting to order at 10:00 a.m. at 627 Edwin C. Moses Boulevard, 4th Floor, East Medical Plaza, Dayton, Ohio 45417.

II. Roll Call

Administrative Officer Bryan Suddith took the roll call.

<u>Commissioners</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner	X		(arrival at 10:30 a.m.)
John Theobald, Commissioner	X		

Staff members present: Kim Frisco, Director, Dan Semsel, Deputy Director, Bryan Suddith, Administrative Officer and Steve Strain, Veterans Legal Counsel.

III. Pledge of Allegiance

Commission President Jerry Hays led the Pledge of Allegiance and the Commission observed a moment of silence.

IV. Approval of Meeting Minutes

Commissioner Theobald moved to accept the May 11 meeting minutes and Commissioner Dare seconded the Motion with a minor change to include mention of the Ohio Veterans Hall of Fame.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner			
John Theobald, Commissioner	X		

President Hays declared the motion approved.

V. Public Comments

No public comments were made.

VI. Old Business

- a) Consider Approval of Soldiers and Sailor Financial Assistance for the period of May 1 to May 31, 2022.

Kim Frisco, Director, presented the report. A brief discussion regarding the two topics: The first is the reasoning for the denials and appreciation for the added notations to the report. Secondly is the desire for a “heat map” by zip code showing approvals and denials by zip code.

Commissioner Fried moved to accept the report as presented. Commissioner Dare seconded the motion.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner			
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

VII. New Business

- a) 2021 Invoices for Payment Approval

Director Frisco asked the Commission to approve the payment of two 2021 invoices had not been paid. This oversight was caught during an internal audit of invoices and two (same vendor) were found to not have been submitted from December 2021 for payment.

Commissioner Fried moved to pass a resolution authorizing the use of 2022 budgeted dollars to pay for the 2021 obligations one each to WDTN and the CW. Commissioner Dare seconded the motion for a resolution.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner			
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

b) Transportation Coordinator

Director Frisco asked the Commission for the creation of a new permanent and full-time position, Transportation Coordinator, and to be filled as soon as possible in response to the growth and popularity of our transportation program.

The Commission accepted and agreed to the job description and salary range as presented with the following edits. The job requirements should include language to allow for military experience as a substitute for the education requirement. Additionally, the position requirements shall include the need to increase our network of transportation providers and continue to develop process improvements in providing transportation to our veterans.

Commissioner Fried made the motion to create the position and Commissioner Dare seconded the motion.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner			X
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

c) Review of the Mentor Coordinator Position Description

Veterans Legal Counsel Steve Strain presented an updated Position Description of the Mentor Coordinator position to the Commission. Mr. Strain highlighted the changes made to the PD. After one year it has become evident the position has become more than expected in part to the person filling the position.

Discussion continued on the top of the pay range for the position. The Commission discussed an appropriate pay range commensurate with the work being done on behalf of the Commission and with the veterans and Common Pleas Court.

A new range of \$21.42 - \$26.03 per hour was agreed to.

Commissioner Theobald moved to accept the new PD and range as presented and discussed. Commissioner Fried seconded the motion.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner	X		
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

- d) Commissioner Bill Fried moved that the Commission enter Executive Session for the purposes of discussing personnel matters per ORC 121.22 G (1).

The motion was seconded by Commissioner Dare.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner	X		
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented and the Commission entered Executive Session at 10:55 a.m.

The Commission exited Executive Session at 11:03 a.m.

- e) Commissioner Fried moved to increase the hourly salary of the Mentor Coordinator to \$21.42 per hour. Commissioner Dare seconded the motion.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner	X		
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

- f) A motion was made by Commissioner Theobald authorizing the Executive Director to offer the Transportation Coordinator position to a single internal candidate should there be no other qualified candidate.

Commissioner Dare seconded the motion.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner	X		
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

- g) Commissioner Theobald moved to authorize the Executive Director to post any vacancy that may occur as a result of internal moves until the position is filled.

Commissioner Dare seconded the motion.

<u>Commissioners</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jerry Hays, President	X		
William Fried, Vice President	X		
Jim Dare, Secretary	X		
Michael Howley, Commissioner	X		
John Theobald, Commissioner	X		

President Hays declared the motion approved as presented.

VIII. Management Report

Director Frisco submitted both an outreach and legal services report to the Commission. The Executive Director also noted the increased demand for food vouchers and the need to increase the amount we give to each individual, couple or family.

IX. Commissioners' Reports

Commissioner Hays

- DAV Monthly Meeting tonight.

Commissioner Fried

- Monthly VVA Meeting on June 16 at 6:00 p.m.
- The Wounded Warrior golf outing is slated for July 17.

Commissioner Dare

- No report

Commissioner Theobald

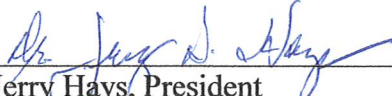
- Thanked Director Frisco for her participation in an event at AMVETS Post 24.
- Commissioner Theobald reminded staff and Commission of the July 9 McKiddy road dedication in Miamisburg.
- Requested that staff create a boilerplate/template for assistance request denials. Better and more consistent language from the office.

Commissioner Howley

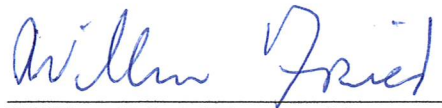
- Announced that Andrew Straub is the new commander of his VFW post.

X. Adjournment

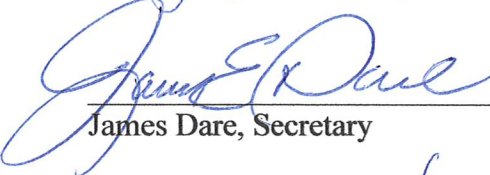
The meeting adjourned at 12:03 p.m.



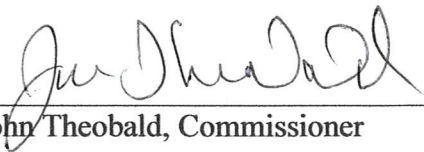
Jerry Hays, President



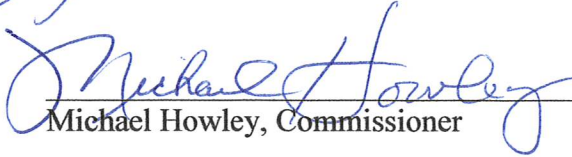
William Fried, Vice President



James Dare, Secretary



John Theobald, Commissioner



Michael Howley, Commissioner

Soldier and Sailors Report

(June 1 -30, 2022)

1. Data Statistics

a. Financial Assistance:

i. June 2022

1. Approved 52/\$34,624.33
2. Shelter: 11/\$12,677.32
3. Utilities: 25/\$11,857.91
4. Disapprovals: 14
 - a. 4 - Incomplete application
 - b. 4 – No financial emergency/need demonstrated
 - c. 1 – Overturned on appeal
 - d. 1 – Partial approval
 - e. 1 – Not a Montgomery County resident
 - f. 1 – Request to pay utilities at an address where the Veteran is not residing
 - g. 1 – Supporting family members
 - h. 1 – Withdrew application

ii. May 2022

1. Approved 62/\$38,635.39
2. Shelter: 17/\$20,081.59
3. Utilities: 20/\$5948.95
4. Disapprovals: 9
 - a. 4 - Incomplete Application
 - b. 1 – Significant income and frivolous spending (gambling)
 - c. 2 – Overturned on appeal
 - d. 1 – Request to pay utilities at an address where the Veteran no longer resides
 - e. 1 – Supporting non-dependent family members

iii. April 2022:

1. Approved 29/\$21,373.35
2. Shelter: 7/\$8,408.72
3. Utilities: 21/\$16,769.17
4. Disapprovals: 13
 - a. 5 - Incomplete Application
 - b. 3 - No financial emergency/need demonstrated
 - c. 2 - Significant income and frivolous spending
 - d. 1 – Overturned on appeal