

## Tentative Agenda for the December 10, 2021

### BUTLER COUNTY VETERANS SERVICE COMMISSION REGULAR MEETING

- 1) Roll call of members present: Tom Jeffers, Member  
Bruce Jones, Member  
David Reed, Member  
James Eriksen Jr., Member  
Chuck Weber, Member  
  
Staff in Attendance: Mike Farmer, Executive Director/CVSO  
Matt Jones, Assistant Executive Director/CVSO  
Loren McKenzie, Administrative Assistant
- 2) Call meeting to order.
- 3) Approval of this *AGENDA* for **December 10, 2021** BCVSC-Board of Commissioners' regular meeting.
- 4) READ TO GUESTS if ***NOT*** waived by guests or no guests present. (**Laminated Script**)
  - a) The Open Meeting Act (The Sunshine Law)
  - b) NOTICE: Guest(s) Attending Butler County Veterans' Service Commission-Board of Commissioner's Meeting(s).
- 5) Approval of prior meeting minutes:
  - a) Minutes of the November 17, 2021 regular meeting approval.
  - b) Minutes of the December 1, 2021 special meeting approval.
- 6) Approval of BCVSC Expenses:
  - a) Billings approved for invoices paid 11/01/2021 – 12/01/2021
- 7) Correspondence/Communication
  - a) None
- 8) Office Outreach Programs, Staff Training Items, and Advertising Items
  - a) Statistical Reports November 2021
  - b) December Outreach Calendar
  - c) January Overview
  - d) Approval for Casey James to be a trainer for OSACVSO
  - e) Approval for Mike Farmer to be a trainer for NACVSO
- 9) Old Business:
  - a) None
- 10) New Business:
  - a) Transportation Contract- The Fleet
- 11) Guest Statements and Comments: Guest(s) will be permitted three (3) minutes each to make statements, comments, and/or suggestions to the Commissioners
  - a) None
- 12) Closed Executive Session to discuss Financial Applications adjudicated in November 2021 and Annual Employee Evaluations.
  - a) Review of cases adjudicated in November 2021
  - b) Review Annual Employee Evaluations

- 13) Butler County Veterans Service Commission case votes on Executive Session item
  - a) Approve Applications as adjudicated in November 2021
  - b) Annual Employee Evaluations
- 14) Office Operations
  - a) Commission and Personnel Guidelines Review
  - b) 2022 Assistance Amounts
  - c) 2022 Holiday Dates
  - d) 2022 Commissioner Meeting Dates
  - e) COVID/Mask Policy
- 15) Statements, Suggestions, Comments
  - a) Executive Director:
  - b) Commissioners:
- 16) Next meeting:

Date:	January 12, 2021
Time:	<b><u>9:30 AM</u></b>
Place:	VSC Conference Room.
- 17) Meeting adjourned.