

**Tentative Agenda for the September 8, 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 **September 8, 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 August 18, 2021 regular meeting approval.
- 6) Approval of BCVSC Expenses:
  - a) Billings approved for invoices paid 08/11/2021 – 09/01/2021
- 7) Correspondence/Communication
  - a) Thank you card for Casey James from from Sue Stockmeier
- 8) Office Outreach Programs, Staff Training Items, and Advertising Items
  - a) Statistical Reports August 2021
  - b) Outreach Calendar
    - 1) September Outreach Calendar
    - 2) Future Events
- 9) Old Business
  - a) None
- 10) New Business:
  - a) Approve 2022 Operating Budget
  - b) Approve Constant Contact (Social Media Manager) NTE \$1,500
- 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
  - a) Review of cases adjudicated in August 2021
- 13) Butler County Veterans Service Commission case votes on Executive Session item
  - a) Approve Applications as adjudicated August 2021
- 14) Office Operations
  - a) Approval of Service Officers to attend Fall Service Officer School 9/15-9/17/2021, Mike Farmer to arrive 9/14, NTE \$4,027

- b) Approval of Service officer Apt Boykin to attend New Service Officer School 10/18-10/22/2021 NTE \$1,215
- c) Mid-Probation Evaluation c/o Pam Klink

15) Statements, Suggestions, Comments

- a) Executive Director:
- b) Commissioners:

16) Next meeting:

Date: October 20, 2021  
Time: 9:30 AM  
Place: VSC Hamilton Conference Room.

17) Meeting adjourned.

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