

Tentative Agenda for the January 20, 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 January 20, 2021 BCVSC-Board of Commissioners' regular meeting.
- 4) Election of 2021 Officers
 - a) Executive Director calls for motion to open nominations
 - b) Nomination for President
 - c) Nomination for Vice President
 - d) Nomination for Secretary
 - e) Vote to elect those nominated
 - f) Executive Director turns meeting back over to Commissioners
- 5) Approval of this *AGENDA* for January 20, 2021 BCVSC-Board of Commissioners' regular meeting.
- 6) 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).
- 7) Approval of prior meeting minutes:
 - a) Minutes of the December 9, 2020 regular meeting approval.
- 8) Approval of BCVSC Expenses:
 - a) Billings approved for invoices paid 12/04/2020 – 01/10/2021
- 9) Correspondence/Communication
 - a) None
- 10) Office Outreach Programs, Staff Training Items, and Advertising Items
 - a) Statistical Reports December 2020
 - b) Outreach Calendar
 - 1) January Outreach Calendar
 - c) 2021 ODVS Training Guidance (info only)
 - d) NVLSP Webinars (info only)
 - e) Outreach events suspended due to COVID, court dockets and radio interviews still scheduling

- 10) Old Business:
 - a) None
- 11) New Business:
 - a) None
- 12) Guest Statements and Comments: Guest(s) will be permitted three (3) minutes each to make statements, comments, and/or suggestions to the Commissioners.
- 13) Closed Executive Session to discuss Financial Applications, 4th quarter Financial Assistance Application Audit and personnel matter
 - a) Review of cases adjudicated December 2020
 - b) 4th quarter Financial Assistance Application Audit
 - c) Personnel matter (no vote required)
- 14) Butler County Veterans Service Commission case votes on Executive Session items
 - a) Approve Applications as adjudicated December 2020
 - b) 4th quarter Financial Assistance Application Audit
 - c) Personnel matter (no vote required)
- 15) Office Operations
 - a) Approval of Service Officer Casey James to continue to be an instructor at New Service Officer School (April/October)
 - b) Approval of Executive Director Mike Farmer to continue to be an instructor with the National Association of County Veterans Service Officers and Secretary of Ohio State Association of County Veterans Service Officers
 - c) Employee of the Quarter
 - d) New Receptionist Hiring (info only)
- 16) Statements, Suggestions, Comments
 - a) Executive Director:
 - b) Commissioners
- 17) Next meeting:

Date:	February 17, 2021
Time:	<u>9:30 AM</u>
Place:	VSC Hamilton Conference Room.
- 18) Meeting adjourned.