DeKalb County Veterans Assistance Commission

American Legion Posts 66, 99, 181, 337, 598, 654, 772, 1010
AmVets Post 90
DeKalb County VietNow
Marine Corps League Detachment 847
Veterans of Foreign Wars Posts 1486, 2287, 5768 and 8387
40 et 8 Voiture 207

President - Bob Bend, Vice-President Celeste Latham, Secretary Luz Maria Gilkey, Treasurer John Davis

DeKalb County Veterans Assistance Commission
Meeting Agenda for
February 5, 2018
Meetings start at 7:00 pm

I. Call to Order

II. Pledge of Allegiance to the Flag

III. Roll Call of Delegates & Alternates

IV. Public Comment

V. Reading & Approval of the January 2018 Meeting Minutes

VI. Treasurers' Report

VII. Superintendent's Report
a. Approval of Expenses

VIII. Committee Reports

IX. Old Business

X. New Business

XI. For the Good of the Commission

XII. Adjournment

2500 N. Annie Glidden Road
Suite A
DeKalb IL 60115
Phone 815-756-8129 Fax 815-748-2142

DEKALB COUNTY VETERANS ASSISTANCE COMMISSION MEETING MINUTES

January 8, 2018

COMMUNITY OUTREACH BUILDING

Meeting started at 7:00 pm with President Bob Bend presiding. Rich Joslin led us in the pledge of allegiance.

Board Members Present: President Bob Bend, Vice-President Celeste Latham, Secretary Luz Maria Gilkey, and Treasurer John Davis were present.

Employees Present: Tammy Anderson, Luz Maria Gilkey, Tim Stubinger, Cindy Childress, Linda Drake and Jill Peacock

New In Attendance: Delegate American Legion Post 66 Jesus Arteaga NIU Graduate, Navy Vet Current VSO Kane County Veterans Assistance Commission. Delegate American Legion Post 772 Somonauk Roger Wiley & Jim Luebke County Board also a member of Sycamore VFW Post 5768.

Public Comment: None

Meeting Minutes: December 11, 2017 minutes were reviewed. Steve Walz had a correction. Motion was made by Mike Boorsma to approve after correction, Seconded by Rodger Wiley. Motion passed unanimously.

Treasurers Report: There is a balance of $3,128.30 currently in the checking account. Several Checks about $1600 received from Annual community donations will be replaced and Donations/dues received today. Marine Corps League check received is it for 2017 or 2018 please find out. Mike Boorsma made a motion to accept the Treasurers report subject to audit. Seconded by Bob Coultor. Motion passed unanimously.

Superintendents' Report: Tammy Anderson reported VA makes changes so we want to make sure we report accurately and we show all we do during year and monthly. Notice of disagreements are taking 3yrs. Last month the Commission helped 16 Veterans and their families with shelter. There were 20 Veterans transported on 15 trips to the VA facilities. The Commission collected $10,731.00 monthly benefits for Veterans and $78,029.00, in retro payments for Veterans as well. Ms. Anderson mentioned Financial Assistance Veterans need to reapply every year. If any of the organizations need Verification on services please let us know we keep in contact with County VSO offices and communicate. Federal Regulation1725 Reimbursement of emergency care to help Vets out with emergency. The January Expenses totaled $45,700.20. Motion was made by Mike Boorsma to pay monthly bills. Seconded by Jim Cox. The motion passed unanimously by roll call vote.

Committee Report:

Tim Stubinger mentioned that he and Luz Maria Gilkey had a meeting with the Coordinator and Clerk of the Hines Community Outreach Team (HCOT) would be working together for more services monthly and working with NIU, Kish. To expand more visitors to VAC & Hospital especially with younger Veterans. Veteran took it upon himself to print flyers and word of mouth. Roger Wiley recommended we do what LaSalle does with newspapers. They will also be working on different types of advertising Social Media, Newspapers, and Radio stations. Luz Maria Gilkey mentioned that HCOT will be coming here to our

building the second Monday of every month, they will provide the Healthcare/enrollment, and we will provide all other services.

Old Business: None

New Business:

Ms. Anderson mentioned By Laws and if anyone had any new items to add or change. She and Bob Bend discussed there is no time allotted for Public Comment and that is one of the items they are working on. If you have anything you would like to add or change please bring up.

Good of the Commission: Gene Ege mentioned Sycamore American Legion is having a chili Dinner from 5 – 7pm January 27, 2018 $7 per person all you can eat. Steve Kreitzer mentioned the Wall Meeting is February 12, 2018 to close out the account and find new place for remaining money. Ms. Anderson Mentioned budget meeting with Gary Hanson will be Jaunuary 18, 2018 at 3:30 pm in Conference Room West 2500 N. Annie Glidden Rd DeKalb, IL 60115. Delegate/Alternate Information Form 2018 was distributed and needs to be returned before end of month.

Being no further business, Steve Walz made a motion to adjourn. Seconded by Mike Boorsma at 7:31pm.

Respectfully Submitted Luz Maria Gilkey Secretary

DEKALB COUNTY VETERANS ASSISTANCE COMMISSION
REPORT FOR THE MONTH OF JANUARY 2018
STATE OF THE BUDGET

VA COUNSELING

Communication	Quantity	YTD
Phone	365	365
Office	149	149
Outreach/Home Visits	3	3
Email/Mail	75	75
Fax	45	45
Other/Forms	85	85
Total Employee Communications	722	722
Total Employee Activity	1230	1230

VA AWARDANCE

	Monthly	Retro	Total Amount
This Month	$46,522.00	$86,182.00	$132,704.00
To Date	$46,522.00	$86,182.00	$132,704.00

EXPENDITURES

		Monthly	YTD
Direct Assistance to Veteran	(Itemized Below)	$5,895.00	$5,895.00
Vehicle Expenses	(Itemized Below)	$0.00	$0.00
Salaries & Benefits		$27,044.03	$27,044.03
Training & Meetings		$0.00	$0.00
Office Expenses		$120.00	$120.00
Building Space/Maintenance		$0.00	$0.00
Total		$33,059.03	$33,059.03

DIRECT ASSISTANCE TO VETERAN

	Number Assisted	Amount
Shelter	15	$5,895.00
Other		$0.00
Drivers Per Diem		$0.00
Total	15	$5,895.00
YTD 2018		$99,644.97

VEHICLE EXPENSES

	Quantity	Amount
Trips	21	
Hours Donated	147	
Transported	31	
Miles	3867	
Fuel (gallon)		
Fuel Cost		
Maintenance		
Total		$0.00

SUMMARY

	Percentage of Budget	Amount
BUDGET	**0%**	**$0.00**
PREVIOUS EXPENDITURES (Jan to Present)	**0%**	**$0.00**
EXPEDITURES	**0%**	**-$33,059.03**
BALANCE	**0%**	**-$33,059.03**

Restricted Fund Balance **$681,624.09**

DeKalb County Veterans Assistance Commission
Report for the month of January 2018
Veterans Assistance / Transportation

	Shelter		Transportation
Towns	Amount	# of Vets	# of Vets
Cortland			3
DeKalb	$ 2,495.00	9	17
Fairdale			
Genoa			
Hinckley	$ 400.00	1	
Kingston			1
Kirkland			2
Lee			
Malta			1
Sandwich			
Shabbona	$ 400.00	1	
Somonauk	$ 400.00	1	
Sycamore	$ 1,200.00	3	7
Waterman			

Total	$ 4,895.00	15	31

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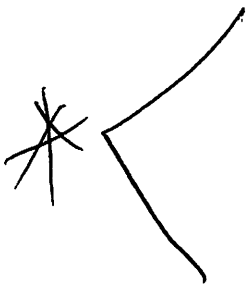
4. **Produce, upon a majority vote of the Commission, a full accounting or audit of all monies and other assets belonging to this Commission for the past twelve consecutive months.**
5. **Prepare and present a Treasurer's report at scheduled Commission meetings.**
6. **Assure that any checks which disburse Commission funds (not County funds) contain two (2) approving signatures and that the disbursement has recorded approval of the Commission prior to any disbursement. The two (2) required signatures must always be the Treasurer and President of DCVAC.**

E. <u>DIRECTORS</u> – Two (2) members shall be elected as Directors for 2 year alternating terms.

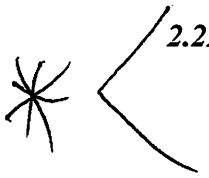


1. *The Directors, along with Board Officers, will act as a Liaison between the Organizations, the Executive Board and if needed, the County Board. (02/05/18)*
2. *The Directors will work together with the Board Officers and the Superintendent to make decisions that are in the best interest of the Commission.(02/05/18)*

1.50 <u>DELEGATES</u>

A. **Beginning on January 1, 2017, and every January 1 thereafter, all Veterans Assistance Commissions shall publish a notice to each post, camp, unit, chapter, ship, or detachment of a military Veterans organization within their respective county calling on them to select Delegates and Alternates for that County's Veterans Assistance Commission by the methods provided in this subsection. The Veterans Assistance Commission shall allow each post, camp, unit, chapter, ship, or detachment of a Military Veterans organization 60 days to respond.**

B. **In counties with 5 or more posts, camps, units, chapters, ships, or detachments of the same Military Veterans organization, all the constituent post, camps, units, chapters, ships, or detachments of such Military organizations shall be permitted to select a single Delegate and single Alternate to represent that Military Veterans organization instead of each constituent post, camp, unit, chapter, ship, or detachment selecting one Delegate and one Alternate. For the purposes of meeting the majority requirement of this subsection, when the constituent groups of a Military Veterans organization choose to select a single delegate and single alternate,**



2.22 Public Comments will be allotted up to three (3) minutes to address the Board. A person wishing to speak should wait for the Board to recognize them. The person will state their name and association for the record. The Board will allow up to 30 minutes total for all public comments. (02/05/18)

2.23 While attending meetings or representing this Commission in public; Commission members and its Superintendent shall project an image of professionalism, display a positive attitude, attack an issue not an individual and shall not make promises that cannot be produced.

2.30 <u>TYPES OF MEETINGS</u>

2.31 All Commission Board or Executive Board meetings, except for special or emergency meetings, shall be held on such dates and times determined by these Bylaws.

2.32 Meeting announcements will be in compliance to the Illinois Open Meetings Act.

2.33 Meetings are considered to be open unless otherwise stated.

2.34 The types and frequency of meetings conducted or attended by the Commission are:

A. <u>Executive Board Meetings</u>-The Executive Board shall hold open meetings, unless otherwise stated, on an as needed basis which shall be determined by the President barring any unforeseen conflicts with State or National meetings or conferences. Those required to be in attendance are the Officers and Directors of this Commission and the Superintendent if requested. The purpose shall be stated and posted at least 48 hours prior to the Executive Board Meeting in accordance with the Open Meetings Act (OMA). The agenda, date, and time will be listed when the meeting notice is stated and posted.

B. <u>Commission Meetings</u>- The purpose of these meetings shall be to make final decisions regarding Commission business and Veteran-related topics or projects. At the December meeting, the Commission shall annually approve a meeting schedule for the next fiscal year and post it for the public in compliance with the Illinois Open Meetings Act (IOMA). These meetings shall be scheduled on the second Monday of every month commencing at 7:00pm, barring any unforeseen conflicts. Those expected to be in attendance are the officers, delegates, alternates of this Commission, the Superintendent and the DCVAC employees.

3.31 **The officer elections shall be determined by a simple majority of those present and eligible to vote and the results shall be announced prior to the adjournment of the December Commission meeting.**

3.32 **The results, not the official count, shall become a recorded part of the minutes of that meeting.**

3.33 **The newly elected officers will assume their elected term of office at the next Commission meeting.**

3.34 **The Superintendent shall maintain the original ballots for the term of the elected time frame for the purpose to validate election results.**

3.40 APPOINTMENTS

3.41 *If a vacancy occurs for one of the Executive Board positions prior to the next Commission election, the Board President will have the option of appointing a Commission member to the open position, or conduct a new election. (02/05/18)*

ARTICLE 4
Superintendent

4.10 **ELIGIBILITY**

4.11 **By Illinois Law, a person selected for consideration for the position of DCVAC Superintendent, must be an Honorably discharged Veteran.**

4.12 **DCVAC Superintendent shall not hold any other elected or appointed public office (see 1.74).**

4.13 **DCVAC Superintendent must have completed VA Accreditation training and have received certification from both the VA and NACVSO or successfully complete this training at the next available Accreditation Training Conference.**

4.14 **The Superintendent is the manager of the DCVAC office and shall not serve in any capacity on the Commission.**

4.15 **The Superintendent has no voting rights on any business matters of this Commission.**

List provided by: DeKalb County Forty and Eight, Voiture 207 of La Societe des Quarante Hommes et Huit Chevaux, Grande Voiture d' Illinois **(02-05-2018)**

2018 DeKalb County Area Memorial Day Related Activities:

Please let us know of any corrections needed. **Email-ffb66@juno.com**

Sun, May 20, 2:00pm, Memorial Service, South Grove Cemetery, W. Old State Rd.

Sun, May 27, 1:00pm, Memorial Service, Kirkland

Mon, May 27, 3:00pm, Joiner Cemetery Memorial Service, west of Sycamore on West Old State Road just east of Five Points Road

Sun, May 27, 6:00pm, Memorial Weekend Steak Dinner $15, Genoa Veterans Home

Mon, May 28, 6:45am, Mayors' Memorial Day Breakfast, DeKalb, Illinois at the DeKalb Elk's Lodge No. 765, $10.00 RSVP prepaid or $15.00 pay at the door Contact Frank Beierlotzer, ffb66@juno.com for RSVP

Mon, May 28, 8:30am, Memorial Day Service, DeKalb Memorial Park

Mon, May 28, 9:00am, DeKalb Memorial Day Parade & Service

Mon, May 28, 9:00am, (4) Lee/Shabbona/Waterman area cemetery Memorial Services

Mon, May 28, 9:30am, Hinckley Memorial Day Service
Mon, May 28, 10:00am, Kingston Memorial Day Service
Mon, May 28, 10:00am, Sycamore Memorial Day Service, Parade & Service

Mon, May 28, 10:00am, Malta Memorial Day Service at the Methodist Church, Short Parade & Wreath Laying Service

Mon, May 28, 11:00am, Waterman Memorial Day Service
Mon, May 28, 11:00am, Sandwich Memorial Day Service

Mon, May 28, 11:30am, Genoa Memorial Day Parade
Mon, May 28, Noon, Genoa Memorial Day Service
Mon, May 28, 1:00pm, Genoa Memorial Day $4 Buffet, Genoa Veterans Home

A special thank you to Alpha Battery of the 2/122nd Field Artillery Unit

The Dekalb County Veterans Assistance Commission is a county wide veterans support organization assisting all veterans. Contact them at 815-756-8129 or 2500 N. Annie Glidden Road, Suite A for assistance. You do not need to be a member of any veteran organization for them to assist you with your benefits.