

# DeKalb County Veterans Assistance Commission

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American Legion Posts 66, 99, 181, 337, 598, 654, 772, 1017  
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 – Celeste Latham, Vice-President Chuck Fish, Secretary Luz Maria Gilkey, Treasurer Bob Coulter

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## DeKalb County Veterans Assistance Commission

### Meeting Agenda for

**January 14, 2019**

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 December 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

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Rev. 12/28/2018

# DEKALB COUNTY VETERANS ASSISTANCE COMMISSION MEETING MINUTES

December 10, 2018

## COMMUNITY OUTREACH BUILDING

Meeting started at 7:00 pm with President Bob Bend presiding. Celest Latham 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.

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

**New In Attendance:** None

**Public Comment:** None

**Meeting Minutes:** November 5, 2018 minutes were reviewed. Motion was made by Don Jones to accept, and seconded by Jesus Arteaga - Motion passed unanimously.

**Treasurers Report:** \$5,168.30 in account. 2 Organizations paid 2019 Donation/Dues American Legion & VFW Sandwich. Motion was made by Don Jones to accept subject to audit, and seconded by Bob Coulter - Motion passed unanimously.

**Superintendents' Report:** Last month the Commission helped 14 Veterans and their families with Shelter Assistance totaling \$5,525.00. There were 57 Veterans transported on 34 trips to the VA Medical Centers, the donated Drivers' hours of 238.5 with 6376 miles driven. Monthly Retro about \$101,408.00 and collected \$16,625.00 of monthly payments for Veterans. Total Employee Activity approximately 897 contacts. Fuel cost of \$622.57 & vehicle maintenance was an oil change and 2 tires (cupped), and a 4 tire replacement which will be billed next month. The November expenses totaled \$43,198.68. Motion was made by Jim Cox to pay monthly bills - seconded by Don Jones. The motion passed unanimously by roll call vote.

Tammy mentioned drivers also take Veterans to their Comp & Pen Exam's at contracted location. Fuel cards were mentioned in case of an emergency or the fuel depot was not working. Each vehicle has a credit card with a \$200 limit to be used for any emergencies or unplanned situations. All drivers were instructed to provide receipts of any purchase. Usually Drivers go to the County Gas Station which usually varies 2.34 - 2.36 for gas and it is comparable.

**Committee Report:** Frank Beierlotzer mentioned Veterans Day at the Courthouse was very nice, with the guest speaker being Steve Walz. Frank attended Sandwich's dedication to the POW/MIA monument. The Genoa Veterans' Club was very impressed and will be taking on the same project. If you have anything for Memorial Day please let Frank know so he can get the information out to everyone. The Elks club will be providing Memorial Day breakfast. On June 22nd 2019, they will be honoring Senior Veterans with the 6<sup>th</sup> yr. motorcade. There is also a Festival in DeKalb called Balloons, Brews & Blues, info to follow from Frank.

**Old Business:** None

**New Business:** Jill Peacock asked about the ceremonial burning of flags - who to contact & how is it done? She was informed that many of the Veterans' clubs have deposit receptacles for worn flags that will be destroyed at scheduled ceremonies.

Election of Officers for 2019

Nominations for elections

1) President - Celeste Latham accepted

2) Vice-President – Chuck Fish accepted

3) Secretary - Luz Maria Gilkey accepted

4) Treasurer – Bob Coulter accepted

5) Director 1 – Bob Bend accepted

Gene Ege made a motion to close nominations – motion passed unanimously. Jim Cox made a motion to cast one unanimous ballot for election of all the officers. Seconded by Steve Walz. Motion passed.

All Officers Opens Meetings act & FOIA everyone on Board needs to take both.

Change of One signature to sign checks to be discussed and possibly added in the future to the By-Laws.

Celeste mentioned AL Post 181 on January 19<sup>th</sup> serving breakfast at 8:30 for the American Legion Membership Caravan. Also joining the caravan from 0830 to 1000 hours, the (past) 1<sup>st</sup> Female National Commander of the American Legion, Commander Denise Rohan. There is no cost for breakfast.

Tim Stubinger spoke about Hines Community Outreach Team (HCOT) presumptive list to let Vets know about them. Please pass the word and come see us in Sandwich & or DeKalb.

An Email was sent out on FOIA & OMA requirements. All officers must complete both training courses and provide copies of their completion certificates to Luz no later than 01/20/2019.

Luz will send out a Draft of Minutes at least a week prior to DCVAC Monthly Meeting per Don Anderson request.

Luz mentioned Facebook page – forms for Veterans Organization Contact information with description of your organization & a Form for Veterans Organization Event to be completed so we can post this information. DeKalb County Facebook page we will have details later.

**For the Good of the Commission:** Tammy mentioned that we have donations from different groups and people during the holidays. To ensure all things balance & are accounted for, all monies are given to the DCVAC Treasurer John Davis to be deposited while John provides us with checks in designated dollar amounts for Veteran's receiving donations. There is no money paid out additionally from the DCVAC account, just a paper trail of the monies. Gary Hanson, DeKalb County Administrator, knows that we do this around Christmas and that it's roughly \$1200.00 dollars total. Motion made by Bob Coulter to continue this practice. Also, two signatures on the DCVAC checks with the Superintendent's being one signature and the other signature being either the President's or Treasurer's - 2<sup>nd</sup> by Gene Ege, Motion passed. Money is equal amounts in and equal amounts out.

Being no further business Steve Walz made a motion to adjourn - seconded by Jim Cox 7:37pm.

Respectfully Submitted by Secretary Luz Maria Gilkey



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



**VA COUNSELING**

Communication	Quantity	YTD
Phone	189	3009
Office	103	1543
Outreach/Home Visits	4	52
Email/Mail	47	799
Fax	13	313
Other/Forms	<u>135</u>	<u>1219</u>
Total Employee Communications	491	6935
Total Employee Activity	962	13321

**VA AWARDANCE**

	Monthly	YTD
Monthly Award	\$8,544.00	\$358,862.00
Retro	<u>\$60,062.00</u>	<u>\$965,943.00</u>
Total	\$68,606.00	\$1,324,805.00

**EXPENDITURES**

	Monthly	YTD
Salaries & Benefits	\$22,928.08	\$351,109.08
Training & Meetings	\$362.00	\$19,580.42
Office Expenses	\$434.42	\$11,027.05
Building Space/Maintenance	\$0.00	\$23,000.00
<b>Direct Assistance to Veteran</b>	<b>Number Assisted</b>	
Shelter	14	\$5,125.00
Other		\$0.00
Drivers Per Diem		\$480.00
<b>Vehicle Expenses</b>		
Fuel Cost	\$557.51	\$5,097.95
<b>Maintenance</b>	\$1,645.54	\$7,089.69
<b>Totals</b>	<b>\$31,532.55</b>	<b>\$492,304.19</b>

Expense Description:

**TRANSPORTATION LOGS**

	Quantity	YTD
Trips	28	313
Hours Donated	180	2147.5
Transported	39	439
Miles	5196	57235
Fuel (gallon)	235.90	2208.10

**SUMMARY**

	Percentage of Budget	Amount
<b>BUDGET</b>	<b>100%</b>	<b>\$489,000.00</b>
<b>PREVIOUS EXPENDITURES</b> (Jan to Present)	<b>-94%</b>	<b>-\$460,771.64</b>
<b>EXPEDITURES</b>	<b>-6%</b>	<b>-\$31,532.55</b>
<b>BALANCE</b>	<b>-1%</b>	<b>-\$3,304.19</b>

Restricted Fund Balance \$681,624.09



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



Towns	Shelter		Transportation
	Amount	# of Vets	# of Vets
Cortland			1
DeKalb	\$ 2,725.00	7	25
Fairdale			
Genoa	\$ 400.00	1	2
Hinckley	\$ 400.00	1	
Kingston			2
Kirkland			1
Lee			
Malta			
Sandwich			2
Shabbona	\$ 400.00	1	
Somonauk	\$ 400.00	1	
Sycamore	\$ 800.00	2	6
Waterman			
<b>Total</b>	<b>\$ 5,125.00</b>	<b>13</b>	<b>39</b>

# Hines Community Outreach

## *January*

Come join the Hines Community Outreach team at one of our locations (see next page for details) for help with eligibility and enrollment, immunizations, minor health screenings, and medication reconciliation.



For January, the Outreach team will have information regarding the weight management.

*To sign up for healthcare benefits please bring a copy of your DD214*

Su	M	Tu	W	Th	F	Sa
		1	2	3 DuPage County Outreach (9A-2P)- VFW Post #3873 908 Jackson Ave Naperville, IL	4	5
6	7 Morris Outreach (9A-2P)-Morris American Legion 212 W Washington St. Morris, IL	8	9 Channahon Outreach (9Ap-2P)-Village of Channahon 24555 Navajo Dr Channahon, IL	10	11	12
13	14 DeKalb County Outreach (9:30A- 1:30P)-DeKalb County VAC 2500 N Annie Glidden Rd	15 Bolingbrook Outreach (9A-2P)- Levy Center 251 Canterbury Lane Bolingbrook, IL	16 Kankakee Outreach (9A-2P)-kankakee Community College 100 College Dr Kankakee, IL	17 Sandwich Outreach (9:30A-1:30P)-VFW Post # 713 S Main St Sandwich, IL	18	19
20	21 Martin Luther King, Jr. Day- Federal Holiday	22 Iroquois County Outreach (10A-1P)- VAC Office 1001 Grant St Watseka, IL	23 Ottawa Outreach (10A-1P)-Ottawa American Legion 901 N LaSalle St Ottawa, IL	24 Coal City Outreach (9A-2P)- 1752 E Division St Diamond, IL	25 Elgin Outreach (9A-2P)- American Legion Post #57 820 N. Liberty St. Elgin, IL	26
27	28 Dwight Outreach (10A-1P)- Heritage Woods of Dwight 701 E Mazon Ave Dwight, IL	29	30	31		