

VETERANS SERVICE OFFICE

RICHLAND COUNTY

181 WEST SEMINARY - COURTHOUSE
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Karen Knock
Veterans Service Officer

MINUTES

VETERANS SERVICE COMMISSION

The meeting of the Veterans Service Commission **WAS** held on Friday, March 18, 2016, at 9:00 a.m. in the County Board Room, located on the third floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, for the following purposes:

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda and Posting – **Buford motioned/Dave seconded**
4. Approve Minutes from February Meeting – **Buford motioned/ Don seconded after corrections made**
5. Report from Mr. Seep and CVSO on Transportation Grant being handled by Aging & Disability- **Mr Seep acknowledged that the transportation was already being discussed in April**
6. Budget report - **Reported**
7. Update on possible office relocation. **Updated**
8. Motion to move into closed session. - **Buford motioned**
9. Performance evaluation data of employee, May be a closed session under Wisconsin Statutes section 195.85 (1) (c).
10. Return to OPEN SESSION- **Don motioned/ Jim seconded**
11. CVSO grant update- **updated**
12. Secretary Scocos visit and possible office expenses. - **discussed**
13. Office changes possible, such as , copy machine, mail boxes, records review - **discussed**
14. Adjourn- **Dave motioned/ Buford seconded**