

VETERANS SERVICE OFFICE

RICHLAND COUNTY

181 WEST SEMINARY - COURTHOUSE
RICHLAND CENTER, WISCONSIN 53581

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Karen Knock
Veterans Service Officer

MINUTES

VETERANS SERVICE COMMISSION

The meeting of the Veterans Service Commission was held on Friday, February 19, 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

MINUTES

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Approve Agenda and Posting Buford motioned/ Don second
- 4. Approve Minutes from January Meeting Buford motioned/ Dave seconded
- 5. CLOSED SESSION, per Wisconsin Statutes 19.85 (1) (c) (f)
- 6. Employee evaluation
- 7. CVSO report
- 8. Return to OPEN SESSION
- ITEMS 6,7,8 struck from the agenda Buford motioned, Don second
- 9. Commission review and approval of employee reimbursable expenses, including past expenses for office supplies (business cards), and lodging in conjunction with meeting(s) outside of Richland County. Buford motioned to discuss reimbursement with Ben Southwick. Larry second
- 10. Year-end Budget report for the 12 month period ending Dec 31 2015. reported
- 11. Budget report for the month ending January 31 2016. reported
- 12. Commission review and action on bills, none to report
- 13. Update on possible office relocation. Updated
- 14. Request approval for National accreditation training in May Benefits Specialist will attend National Accreditation training. CVSO will attend WICVSO training.
- 15. Adjourn Buford motioned/ Dave second

Karen Knock, CVSO
Veterans Service Office

