

# 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, March 16, 2018 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/ Gary seconded**
- 4. Approve Minutes from January Meeting- **Larry approved**
- 5. Approve minutes from January's special meeting- **Larry approved**
- 6 Discuss Veterans Treatment Court grant status- **grant was not applied for, will be discussed on April 27<sup>th</sup> at SWCVSO meeting.**
- 7. Update on budget- **updated**
- 8. Update on possible office relocation- **updated**
- 9. Office vault- **Committee voted to have it taken back to Property Committee and ask for vault entry again. Jim motioned/ Gary seconded**
- 9. Update on CVSO grant- **updated**
- 10. July meeting date- **TBD based on military but planning on Aug 3<sup>rd</sup>. Committee also voted to have office Benefits Specialist work 35 hour week while CVSO is on military orders. Buford motioned/ Jim seconded**
- 11. Wage Study for CVSO **Stage 3, \$22.87 l, approval by the Committee Gary motioned/ Dave seconded**
- 12. Wage study for office secretary- **updated**
- 13. Veterans Commanders Roundtable in April- **Next meeting is 25APR2018**
- 14. DAV van service update **possible drivers are going through medical clearance**
- 15. Surveys
- 16. Upcoming training dates- **updated**
- 17. Computer estimates- **Committee approved purchase of new computer through MIS Buford motioned/ Dave seconded**
- 18. Other than monthly bills- **None**

- 19. Office Furniture request- **Committee would like to officially submit a request to Health and Human Services/ ADRC for CVSO to be able to inspect available office furniture stored at HHS. Jim motioned/ Gary seconded**
- 20. County Administrator clarification concerning the Veterans Committee  
**WI STAT 45.81 County veteran's service commission- clarified**
- 21. Adjourn- **Dave motioned/ Gary seconded**

Present: Jim Deitelhoff, David Bee, Larry Sebranek, Gary Peters, Buford Marshall, CVSO