

VETERANS SERVICE OFFICE

RICHLAND COUNTY

181 WEST SEMINARY - COURTHOUSE
RICHLAND CENTER, WISCONSIN 53581

Phone (608) 647-6101 e-mail: karen.knock@co.richland.wi.us

Karen Knock
Veterans Service Officer

MINUTES

VETERANS SERVICE COMMISSION

The meeting of the Veterans Service Commission WAS held on Friday, July 12th, 2019 at 1:00 p.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 May Meeting- Larry approved minutes as read
- 5. Motion to go into closed session- Buford motioned/ Jim seconded 5 committee members and CVSO present
- 6. CLOSED SESSION, per Wisconsin Statutes 19.85 (1) (c) (f) employee performance evaluations
- 7. Return to OPEN SESSION- Buford motioned/ Dave seconded
- 8. Update on possible office relocation- updated, no change
- 9. DAV van service update- There are now 4 drivers for the van
- 10. Update on budget- updated that office is within expected budget
- 11. Approve budget for 2020- Buford motioned to approve proposed budget as read/ Gary seconded
- 12. Job description review- 3 year review done Gary motioned that the description needed no changes/ Dave seconded
- 13. Surveys- shared with Committee recommendations on how to improve survey questionnaires
- 14. SWWFDB contracted- updated
- 15. 2019 calendar- next Committee meeting scheduled for Sept 20th.
- 16. Other than monthly bills- shared
- 17. Adjourn- Dave motioned/ Buford seconded.

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