

VETERANS SERVICE OFFICE COMMISSION MINUTES

October 21st, 2021

The Veterans Service Committee met on October 21st, 2021 at 10:00 a.m. in the Richland County Board Room on the third floor, located at 181 W. Seminary St. Richland Center, Wisconsin.

Committee members present included: Lee Van Landuyt, Van Nelson, Patrick Metz, Sherry Hillesheim, and Don Seep (online). All members are present for a quorum.

Others present included: CVSO Karen Knock, MIS John Couey, County Administrator Clinton Langreck, four citizens in person, and five online.

Committee Chair Van Landuyt called the meeting to order at 10:04 a.m.

Roll Call of Committee members: Committee members were present for a quorum.

The CVSO verified that the meeting was properly noticed. Copies of the agenda were emailed to all Veterans Committee members; a copy was posted on the Courthouse Bulletin Board and County web site; a copy was also emailed to the County Clerk, the Richland Observer; and Fruit Broadcasting, LLC.

Hillesheim motioned to approve the September meeting minutes after 4 identified errors were corrected. Nelson seconded. Motion passed.

Committee/Commission structure – The County Administrator spoke to a proposed change to the Committee structure to a 3-person Commission and a separate 3-person Committee. There was discussion and the Committee gave feedback to possible other options that should be considered by the County Administrator.

Suggestion box/survey questions – The County Administrator said that at this time there was no cause for a suggestion box for offices. All surveys and other feedback could be directed to his office.

Conference report – The CVSO shared her report on the conference held last week in Fond du Lac, WI. The CVSO talked about some take a ways and new programs.

Process for aid – The Aid policy was shared with the Committee. Seep named some concerns he had with the policy approved in 2018. Seep motioned that the CVSO cease using the current process for aid policy. Nelson seconded. Discussion by other Committee members sharing their opinions. Chair Van Landuyt called for a roll call vote.

Van Landuyt- nay

Don Seep-aye

Hillesheim-nay

Nelson-aye

Metz- nay.

Motion does not pass. The CVSO will send the policy to the current Corps Counsel for another review.

Veterans ETK software update – CVSO reports that the software program is up and running. It will take some time to fully incorporate it into the office tasks.

Monthly visitors log – The CVSO shared the log with the Committee having no questions.

VA forms log – The CVSO shared the log with the Committee having no questions.

Budget report – The CVSO shared the budget report as it closed the fiscal year. The office finished under budget.

Office space – The CVSO shared a diagram of office space she's requested. Explained the need for the additional space

Public input – A citizen announced that there will be Veterans Day events held this year. For questions contact the American Legion.

Future agenda items – suggestion box/survey questions

Set date for next meeting – The next meeting will be November 18th at 9:30 a.m.

Motion to adjourn – Nelson motioned to adjourn. Seconded by Metz. Motion passed at 11:03 a.m.