

RICHLAND COUNTY VETERANS SERVICE OFFICE
181 WEST SEMINARY ST. RICHLAND CENTER, WISCONSIN 53581
CVSO Karen Knock

VETERANS SERVICE COMMISSION

Lee Van Landuyt (chair), Don Seep, Sherry Hillesheim, Van Nelson, & Patrick Metz

The meeting of the Veterans Service Commission will be held on Thursday February 17th, 2022 at 10:00 a.m. at the Richland County Courthouse 3rd floor, located at 181 West Seminary St, Richland Center, WI 53581, for the following purposes:

Join by meeting number Meeting number (access code): 2551 634 7191 Meeting password: karen

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=mc1c67e478e378878b37bcecc3be22e85>

AGENDA

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call of Commission Members
4. Approve this Agenda and its Posting
5. Review and Approve the November meeting minutes
6. Administrators report
7. Upcoming dates
8. Monthly visitors log
9. VA forms log
10. Monthly expense report
11. Public input
12. Future agenda items
13. Set date for next meeting
14. Motion to adjourn

VETERANS SERVICE OFFICE COMMISSION MINUTES

November 18th, 2021

The Veterans Service Committee met on November 18th 2021 at 9:30 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, Sherry Hillesheim, and Don Seep (online). Enough members are present for a quorum. Van Nelson arrived at 9:51 a.m.

Others present included: CVSO Karen Knock, MIS John Couey, County Administrator Clinton Langreck, five citizens in person, and 2 online.

Committee Chair Van Landuyt called the meeting to order at 9:31 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.

Hilleshiem motioned to approve the minutes as read. Nelson seconded. Motion passed.

Suggestion box/ survey questions - The County states that at this time a suggestion box will not be placed.

Aid policy – As a follow-up to last month's meeting the CVSO reached out to the Corps Counsel to re-review the current policy. The Corps Counsel sees no need to change the current policy as it reads.

Monthly visitors log – The log was shared. Seep questioned how calls and faxes were logged in the office.

VA forms log – The CVSO shared the log with the Committee. The Chair asked about trends for this time of year. CVSO stated that many residents are finishing up Harvest, hunting, and other outdoor activities prior to winter coming.

Budget report – Seep motioned for the CVSO to report on monthly expenditures. Nelson seconded. Discussion on how the monthly expenditures are already reflected in the existing budget report. Motion passed.

Public input – A citizen came forward to report how well the CVSO and staff had served her with benefits.

Review chapter and respond to Strategic Planning Committee – The Committee members agreed that there was nothing from their perspective that needed feedback.

Future agenda items – Administrators report and monthly expense reports.

Set date for next meeting - The next meeting date will be January 20th at 10:00 a.m.

Motion to adjourn - Hillesheim motioned to adjourn. Nelson seconded. Motion passed at 10:33
a.m.

Richland County Veterans Service Office Monthly Numbers

2022	JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE		JULY		AUGUST			
	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins		
1																		
2																		
3	14	2																
4	43	4																
5	32	2																
6	29	5																
7	28	9																
8																		
9																		
10	25	7																
11	12	1																
12	8	3																
13	17	2																
14	14	2																
15																		
16																		
17	9	4																
18	12	3																
19	17	3																
20	35	6																
21	26	3																
22																		
23																		
24	23	8																
25	14	5																
26	16	1																
27	17	4																
28	27	2																
29																		
30																		
31	16	4																
																	calls	visits
																	Total for Year	

VETERANS SERVICE OFFICE
FINANCIAL STATEMENT

2022 January

EXPENDITURES

EXPENSE TYPE	AMOUNT
Salaries Regular	\$ 3,504.20
Salaries Part Time	\$ 1,704.78
Salaries Overtime	\$ -
Section 125 Plan-Co share	\$ -
FICA - County share	\$ 398.50
Retirement - County Share	\$ 227.78
Dental Health County share	\$ -
Health Insurance - County Share	\$ -
Life Insurance - County Share	\$ 0.62
Health Ins Reimbursement DED	
List Individual Vendor Here	
Telephone	\$69.19
Postage	\$4.95
Total Expenditures	\$ 5,910.02

