

## Tentative Agenda for the April 19, 2023

### BUTLER COUNTY VETERANS SERVICE COMMISSION REGULAR MEETING

- 1) Roll call of members present: Bruce Jones, Member  
Dave Reed, Member  
Tom Jeffers, Member  
Chuck Weber, Member  
Mark Applegate, Member  
  
Staff in Attendance: Mike Farmer, Executive Director/CVSO  
Matt Jones, Assistant Executive Director/CVSO  
Lisa Meece, Administrative Assistant to Exec. Staff
- 2) Call meeting to order.
- 3) Approval of this *AGENDA* for **April 19, 2023** BCVSC-Board of Commissioners' regular meeting.
- 4) READ TO GUESTS if ***NOT*** waived by guests or no guests present. (**Laminated Script**)
  - a) The Open Meeting Act (The Sunshine Law)
  - b) NOTICE: Guest(s) Attending Butler County Veterans' Service Commission-Board of Commissioner's Meeting(s).
- 5) Approval of prior meeting minutes:
  - a) Minutes of the March 16, 2023 Regular Meeting approval
- 6) Executive Director Report
  - a) Updates
- 7) Approval of BCVSC Expenses:
  - a) Billings approved for invoices paid 03/01/2023 – 03/31/2023
- 8) Correspondence/Communication
  - a) None
- 9) Statistical Reporting and Outreach
  - a) Statistical Reports March 2023
  - b) Outreach Calendar April/May
  - c) Butler County Fair Booth and Sponsorship Approval
  - d) Fairfield YMCA Volunteer(s)- Summer Camp Flag Etiquette

- 10) Old Business:  
a) None
- 11) New Business:  
a) Consulting Firm for Information Technology Improvements
- 12) Guest Statements and Comments: Guest(s) will be permitted three (3) minutes each to make statements, comments, and/or suggestions to the Commissioners.  
a) None
- 13) Closed Executive Session to discuss March Financial Applications  
a) Review of cases adjudicated March 2023  
b) 1<sup>st</sup> Quarter Financial Assistance Application Audit  
c) Personnel Issue with Legal Counsel
- 14) Butler County Veterans Service Commission case votes on Executive Session items  
a) Approve Applications as adjudicated March 2023  
b) Vote on 1<sup>st</sup> Quarter Financial Assistance Application Audit
- 15) Office Operations  
a) Employee of the Quarter  
b) Six (6) Service Officers to attend OSACVSO Spring School  
c) Daniel Anderson to attend NACVSO Basic Benefits Accreditation  
d) Three (3) staff to attend NACVSO National Conference in-person and three (3) to attend virtually  
e) Approve Part-Time position of Peer Mentor/Outreach Coordinator
- 16) Statements, Suggestions, and/or Comments  
a) Executive Director:  
b) Commissioners:
- 17) Next meeting:  
Date: May 17, 2023 (Regular Meeting)  
Time: **9:30 AM**  
Place: VSC Conference Room
- 18) Meeting adjourned.