

**HAMILTON COUNTY VETERANS SERVICE COMMISSION
BOARD MEETING MINUTES FOR MARCH 27, 2024**

Pledge of Allegiance lead by Jean Wilson

Roll Call:

Mrs. Wilson – present
Mr. Rowland – present
Mr. Staniford – present
Mr. Watson – present
Ms. Minser – present

Jean Wilson called to order at 10:05 am

Agenda for March 27, 2024

Motion to approval agenda as presented made by Steven Staniford, Seconded by Jerry Rowland

Discussion: Commissioner Staniford asked that the agenda to be amended by adding Veterans Resource Event and Health Expo under Public Affairs committee.

The motion to add these items to the agenda was made by Commissioner Rowland, seconded by Commissioner Watson.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson – aye

Unanimous vote

Motion passes

March 14, 2024, Minutes

Motion made by Commissioner Rowland to approve the March 14, 2024; minutes seconded by Commissioner Staniford.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson – aye

Unanimous vote

Motion passes

Executive Director Job Description

Motion to approve the Job Description for the Executive Director job opening was made by Commissioner Staniford, seconded by Commissioner Rowland

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Discussion:

The Job Description for the Executive Director job opening is to be published on the HCVSC website and on the BoCC website. Commissioner Watson was asked by the President of the Board Commissioner Wilson to look in to posting the resume on Zip recruiter and any other websites possible. States this will assist in getting more applicants to submit a resume.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson - aye

Unanimous vote

Motion passes

Public Affairs Committee report

Motion to approve advertising with iHeart Radio for Cincinnati Reds Opening Day was made by Commissioner Staniford, seconded by Commissioner Rowland.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson – aye

Unanimous vote

Motion passes

iHeart radio advertisement cost

Motion to approve the cost of \$2,995.00 for iHeart Radio advertising was made by Commissioner Staniford and seconded by Commissioner Watson

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson – aye

Unanimous vote

Motion passe

Veterans' appreciation day event

Commissioner Staniford asked the board to make a motion to approve him chairing the Veterans' Day event that is scheduled for July 20, 2024.

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Motion to approve Commissioner Staniford to chair this event was made by Commissioner Rowland, seconded by Commissioner Watson.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – abstain.
Commissioner Watson –aye

Majority votes

Motion passes

Health & Retirement Expo

Motion to approve payment of \$1,000.00 to Sinclair Broadcast Media for the Veterans Zone at the Local 12 Retirement & Health Expo made by Commissioner Staniford, seconded by Commissioner Rowland.

Discussion:

Commissioner Watson questioned why the HCVSC a non-profit organization would have to pay to attend this event since. He then wanted to know what the HCVSC would get from attending this event. It was explained that the cost of reserving a booth at an event is normally a great deal more expensive, that the Butler County VSC would be attending as well as the VA. It would look bad on the HCVSC if Service Officer's were not there. Explained to Commissioner Watson that knowing the HCVSC was at the event to help senior veterans/surviving dependents with benefits they may be entitled to is what is gained from attending this event.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson –aye

Unanimous vote

Motion passes

Executive Session

Motion to enter executive session to review 24 cases that received Emergency Financial Assistance between March 1, 2024, through March 14,2024 per ORC 5901 to 5901.15, was made by Commissioner Staniford, seconded by Commissioner Rowland.

Open meeting back in session:

Motion to approve financial assistance granted between March 1, 2024, through March 14, 2024, was made by Commissioner Rowland, seconded by Commissioner Staniford.

A vote was taken:

Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Staniford – aye
Commissioner Watson –aye

Unanimous vote

Motion passes

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Legal

Motion to accept legal representation from the Hamilton County Prosecutors Office as stated in letter from Kathleen Bailey, First Assistant Prosecuting Attorney, Office of Melissa Powers, was made by Commissioner Staniford, seconded by Commissioner Rowland. (copy of letter attached).

Discussion:

Commissioner Watson questioned the letter that was submitted, letter did not specify that having a parliamentarian present in the board meetings would mean that same parliamentarian would be the HCVSC legal counsel for any other legal questions, concerns, or representation if needed in the future. Commissioner Watson asked that the motion be amended to include the same representation be the HCVSC legal counsel.

Commissioner Staniford amended the motion:

Motion for to the Hamilton County Prosecutors appointed parliamentarian also be legal counsel for any future legal concerns, questions, or representation, was made by Commissioner Staniford.

Discussion:

Commissioner Watson felt the original motion was unclear.

Commissioner Staniford recommended that Commissioner Watson make the motion.

Commissioner Staniford had to excuse himself from the remainder of the board meeting.

Motion made by Commissioner Watson to have a parliamentarian from HCPO, be present at the HCVSC open board meetings, seconded by Commissioner Rowland.

A vote was taken:

Commissioner Wilson – aye

Commissioner Rowland – aye

Commissioner Watson –aye

Unanimous vote

Motion passes

Motion made by Commissioner Watson to have the legal advisory services from HCPO, and also be the legal counsel for any future legal assistance if needed, seconded by Commissioner Rowland.

A vote was taken:

Commissioner Wilson – aye

Commissioner Rowland – aye

Commissioner Watson –aye

Unanimous vote

Motion passes

Staffing: Interim Executive Director or Consultant Discussion

Commissioners all agree that the HCVSC needs an Executive Director sooner vs. later. The time and cost to hire an interim director would not be beneficial or cost effective. HCVSC Board of Commissioners will focus on hiring an Executive Director instead of an interim director.

Can be revisited at the next board meeting, if necessary.

Next meeting to be held on Wednesday, April 10, 2024, at 10:00 a.m.

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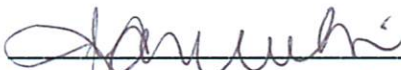
Motion to adjourn was made by Commissioner Rowland, seconded by Commissioner Watson.

A vote was taken:

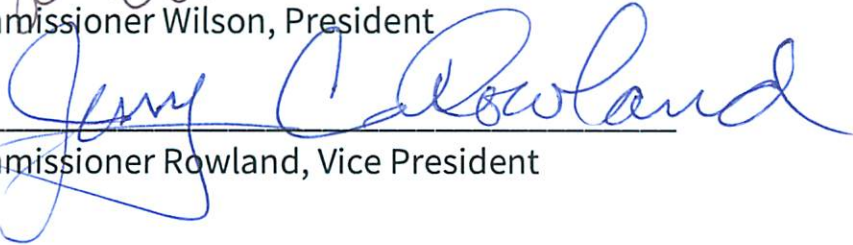
Commissioner Wilson – aye
Commissioner Rowland – aye
Commissioner Watson – aye

Unanimous vote
Motion passes

Approval of minutes board member signatures:

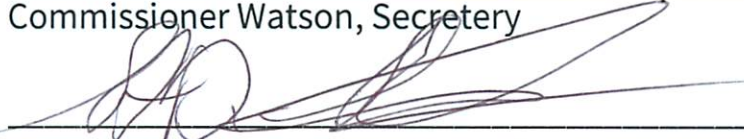


Commissioner Wilson, President



Commissioner Rowland, Vice President

Commissioner Watson, Secretary



Commissioner Staniford, Member