

**Veterans Service Commission  
Of Hamilton County  
April 9, 2025**

**Meeting called to order at 10:00am by President Wilson**

**Pledge of Allegiance led by Commission Burwinkel**

**Roll Call of Board Members:**

Commissioner Burwinkel-present, Commissioner Headen-present, Commissioner Parks-present, Commissioner Rowland-present, Commissioner Staniford-absent, Commissioner Ware-present, Commissioner Watson-present, Commissioner Wilson-present

Attendees: Director Sonza, Pam Minser, James Massey, Amber Ndubuisi, Jim Gronefeld, Jennifer Dexter, Christopher Smith, Cornell White, and Eric Munas

Motion to excuse Commissioner Parks was made by Mr. Headen, duly seconded by Mr. Rowland

Discussion: Hearing none

Mr. Burwinkel-aye, Mr. Headen-aye, Mr. Rowland-aye, Mr. Ware-aye, Ms. Wilson –aye

Motion passes

**NOTE:** Commissioner Parks did attend the board meeting after a motion to excuse her from the meeting

**Agenda:**

Motion to approve the Board Meeting Agenda was made by Commissioner Headen, duly seconded by Commissioner Rowland.

Discussion: Hearing none

All in favor: Mr. Burwinkel-aye, Mr. Headen-aye, Mr. Rowland-aye, Mr. Ware-aye, Ms. Wilson-aye

Motion passes

Public comment:

**James Masey**, VSC Transportation Manager – Briefed the board on the Transportation – part-time driver. Another driver is being interviewed today. The very first veteran is being picked up and taken to his VA appointment today.

**Executive Director Sonza** introduced the newest team members to the VSC today.

Jennifer Dexter – Communications Coordinator

Christopher Smith – Veterans Service Officer

And Cornell White – Efficiency Coordinator/Veterans Service Officer

Mr. Sonza asked for the record to show that Mr. Watson attended the meeting

**March 12, 2025 – Minutes**

Motion to approve the minutes with needed corrections was made by Mr. Headen, duly seconded by Mr. Rowland

Discussion: Hearing none

All in favor: Mr. Burwinkel-aye, Mr. Headen-aye, Mr. Rowland-aye, Mr. Ware-aye, Mr. Watson-aye, Ms. Wilson-aye

Opposed – none

Motion passes

**Commissioners Responsibilities and Expectations – attached**

Motion to approve the Commissioners Responsibilities and Expectations was made by Mr. Headen, duly seconded by Mr. Rowland.

Discussion: Hearing none

All in favor: Mr. Burwinkel-aye, Mr. Headen-aye, Mr. Rowland-aye, Mr. Ware-aye, Mr. Watson-aye, Mr. Wilson-aye.

Opposed-none

Motion passes

**Commissioner updates:**

Mr. Headen – briefed the board on his meeting a LaSalle High School regarding their ROTC program and American Legion Post 631.

Ms. Wilson- spoke of the Stark County Veterans Service Commission visit and what a great experience it was

**New Business:**

**USS Cincinnati Memorial sponsorship**

Sponsorship documentation was given to all board members, discussion led to a few items the board members would like more information on.

Motion to table the USS Sponsorship request until further information is gathered was made by Mr. Headen, duly seconded by Mr. Rowland.

Discussion: hearing none

All in favor: Mr. Headen-aye, Ms. Parks-aye, Mr. Rowland-aye, Mr. Watson-aye, Ms. Wilson-aye

Opposed: Mr. Ware

Recused: Mr. Burwinkel

Majority vote: Motion passes

**Adopt-A-Class sponsorship**

Sponsorship documentation for adopt a class was shared with board members

Discussion

Motion to approve Adopt-A-Class sponsorship in the amount of \$7,500.00 was made by Mr. Headen, duly seconded by Ms. Parks

All in favor:

Mr. Headen-aye, Mr. Parks-aye, Mr. Rowland-aye, Mr. Ware-aye, Mr. Watson-aye, Ms. Wilson-aye

Opposed: none

Recused: Mr. Burwinkel

Majority vote: Motion passes

**Executive Session**

Ms. Wilson entertained a motion to enter Executive Session To “Review emergency financial assistance applications for the period of 3/1/2025 through 3/31/2025, pursuant to ORC 121.22(J) and 5901.09(c)”

Motion was made by Mr. Headen, duly seconded by Mr. Rowland

Discussion: None

All in favor: Mr. Burwinkel-aye, Mr. Headen-aye, Ms. Parks-aye, Mr. Rowland-aye, Mr. Ware-aye, Mr. Watson-aye, Ms. Wilson-aye

Opposed-none

Motion passes

Motion made by Mr. Headen to invite Mr. Sonza, Mr. Munas, Mr. Gronefeld, and Ms. Minser into the executive session, duly seconded by Mr. Ware

All in favor: Mr. Burwinkel-aye, Mr. Headen-aye, Ms. Parks-aye, Mr. Rowland-aye, Mr. Ware-aye, Mr. Watson-aye, Ms. Wilson-aye

Opposed-none

Motion passes

**Meeting closes to the public setting**

**Meeting returns to public setting**

Motion to approve the financial assistance applications and reports was made by Mr. Headen, duly seconded by Ms. Parks

Discussion: Hearing none

All in favor: Mr. Burwinkel-abstained, Mr. Headen-aye, Ms. Parks-aye, Mr. Rowland-aye, Mr. Ware-aye, Mr. Watson-aye, Ms. Wilson-aye

Opposed-none

Motion passes

**Next meeting:** Wednesday May 21, 2025 (third Wednesday of May) at 10:00am  
230 E. 9<sup>th</sup> St. 1<sup>st</sup> Fl. Room 1150

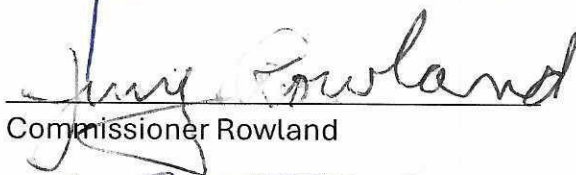
**Meeting adjourned**



President, Commissioner Wilson



Secretary, Commissioner Burwinkel



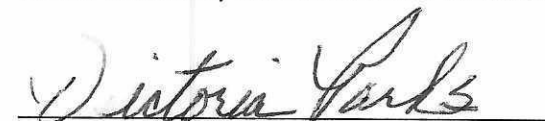
Commissioner Rowland



Commissioner Watson



Vice President, Commissioner Headen



Commissioner Parks



Commissioner Ware