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Office Hours:
Monday- Friday
8:30 a.m.- 4:30 p.m.

JANUARY BOARD MEETING MINUTES

January 5, 2022

1. Call to Order / Pledge of Allegiance

Meeting called to order at 6:31 p.m. by President Ronnie Hicks. The Pledge of Allegiance was completed.

Officers Present: Ronnie Hicks, Kate Broadhurst, Earl Watts, Ron Swaim, Mark Nelson, Vernon LeClaire, Larry Meisenheimer, Ken Morales (8 total).

Officers Excused: Tom Hoppenrath and Mike Harbison (2 total).

Officers Absent: Phil Whitt (1 total)

VAC Office: Superintendent Brad Lavite, and Office Manager Brad Yount (2 total).

2. Introductions

- a. No Guest Speaker or Members of the Public Present.

3. Approval of Minutes

- a. The November 3, 2021 Executive Board Meeting Minutes were read as published. Motion was made to accept the minutes as published by Ron Swaim. Motion was seconded by Earl Watts. Motion passed.

4. Reports

- a. Office Reports – Superintendent Lavite discussed the January VAC Financial Assistance Report was presented. Motion was made to accept the reports as published by Mark Nelson. Motion was seconded by Kate Broadhurst. Motion passed.

5. IACVAC

- a. Superintendent Lavite will attend the virtual IACVAC Legislative, Business, and General Meeting on January 26 - 27, 2022. Discussion centered on upcoming IACVAC Training and IACVAC Annual Report.

6. Unfinished Business

- a. Discussed hiring 3 new staff members. Administrative Assistant Jeffrey Sherwood, and VSOs Indra James, and Christopher Johnson as well as implementation other staff position updates particularly Jason Burke position update to I.T. Systems/Application Support as a result of Job Audit during 2022 Budget Cycle and VSO promotion Bradley Yount promotion to Office Manager.
- b. Discussed the VAC office transitioning into a semi remote work schedule due to COVID variant resurgence.

- c. Discussed transitioning all scheduled in – person appointments to telephone appointments through February, 2022 due to the rise in COVID related cases in Madison County.
- d. Superintendent Brad Lavite shared updated COVID related safety procedures and VAC policy regarding COVID resurgence.
- e. Superintendent Brad Lavite shared updates regarding COVID boosters and a reduction in wait time from 6 months to 5 months per the latest CDC guidance.
- f. VAC Financial Assistance Outreach regularly scheduled for Wednesdays at 10:30am is cancelled until further notice due to the rise in COVID related cases in Madison County.
- g. VAC/VET Center Outreach regularly scheduled for Thursdays at Woodlands will continue.

7. New Business

- a. Discussed the new consolidated format of monthly Financial Assistance Board Report. Other categories such as Administrative Casework and Advocacy-Related Services and Outreach will be published on the Quarterly and Annual Board Meetings.
- b. Annual Certification forms will be populated and sent out to every post Commander digitally and are due, no later than March 2, 2022. Superintendent Lavite and Office Manager, Brad Yount will begin to contact those Posts/ Chapters that have not yet certified to ensure we have accurate information going into the year ahead. New Delegates/Alternates will be seated at the 1st Quarter Board Meeting on March 17, 2022.
- c. Discussed Superintendent Brad Lavite and Office Manager Brad Yount attending Mental Health First Aid training on January 14, 2022 sponsored by Madison County Health Department.

8. Next FY 2022 Meeting Date and Time

- a. Annual Meeting: Thursday, December 15, 2022, at 6:30 p.m. location TBD
- b. Quarterly Meetings: Thursday, March 17, 2022 at 6:30 p.m. location TBD; Thursday, June 16, 2022, at 6:30 p.m. location TBD; Thursday, September 15, 2022, at 6:30 p.m. location TBD
- c. Executive Board Meetings: Wednesday, April 6, 2022; Wednesday, May 4, 2022, at 6:30 p.m. location TBD; Wednesday, July 6, 2022, at 6:30 p.m. location TBD; Wednesday, August 3, 2022, at 6:30 p.m. location TBD; Wednesday, October 5, 2022, at 6:30 p.m. location TBD; Wednesday, November 2, 2022, at 6:30 p.m. location TBD.

9. Good of the Commission – Membership shall be permitted to address any subject, topic, or Matter of interest, save religion or partisan politics.

- a. President Ronnie Hicks inquired about Devon Neal’s status. Superintendent Brad Lavite shares that Devon Neal is on an unpaid leave of absence and benefits have been established.
- b. Ron Swaim shares AL Post 36 supported tornado relief effort for families in need and is meeting families of fallen service members later this month.

10. Adjournment - Motion was made by Ken Morales and seconded by Larry Meisenheimer to adjourn the meeting. Motion Passed. A salute was made to the U.S. flag. Meeting adjourned at 7:06 p.m.

Secretary, Kate Broadhurst / January 5, 2022