

VETERANS SERVICE OFFICE MEETING WITH THE HEALTH AND HUMAN SERVICES COMMITTEE

Sheboygan County Health and Human Services Building
1011 N 8th Street
Sheboygan, WI 53081
Room 413

November 18, 2014

Called to Order: 8:30 A.M.

Adjourn: 9:03 A.M.

MEMBERS PRESENT: Supervisor Kristine Wheeler – Chair; Supervisor Vernon Koch – Vice Chair; Supervisor Jacob Van Dixhorn – Secretary; Supervisor Roger Otten, Supervisor Brian Hoffmann, Supervisor Jim Baumgart, Mr. Curtiss Nyenhuis, and Ms. Peggy Feider

MEMBERS ABSENT: Ms. Barbara Dodge

OTHERS PRESENT: County Veterans Service Officer (CVSO) Charlene Cobb

Supervisor Wheeler called the meeting to order at 8:30 a.m.

CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETING LAW

The Health and Human Services Department received an email noting that the amended agenda for the November 18, 2014 Veterans Service Office Meeting with the Health and Human Services Committee was posted on November 14, 2014, at 8:15 a.m., in compliance with the Open Meeting Law.

MINUTES OF VETERANS SERVICE OFFICE MEETING WITH HEALTH AND HUMAN SERVICES: September 16, 2014

Supervisor Koch moved and Mr. Nyenhuis seconded to approve the minutes from the September 16, 2014 meeting of the Veterans Service Office with the Health and Human Services Committee. Motion carried unanimously.

REVIEW AND APPROVE VOUCHERS

Supervisor Koch moved and Mr. Nyenhuis seconded to approve the expense vouchers as presented. Motion carried unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE

- Veterans Day Article in *The Sheboygan Press* with Assistant Service Officer position information.
- Christmas Cheer Program – The Veterans Service Office is receiving donations.
- Pearl Harbor Day – December 7, 2014 (Sunday this year).
- Veterans Court Mentor Commissioning Ceremony – November 21, 2014 at 1:30 p.m. in Branch III.
- Veterans Court Graduation Ceremony – December 12, 2014
- CVSO Cobb on vacation from December 16, 2014 through December 26, 2014.

ATTENDANCE AT OTHER MEETINGS

- Vietnam Wall that Heals was in Sheboygan from August 19, 2014 through August 24, 2014.
- Wisconsin Military Network Meeting – September 22, 2014; October 13, 2014; and November 10, 2014.
- CVSOA Fall Training Conference – September 22, 2014 through September 26, 2014.

- Veterans Service Commission Meeting – September 8, 2014, October 13, 2014, and November 10, 2014.
- County Memorial Committee Meeting – September 8, 2014 and October 13, 2014.
- Mercury Marine Health and Wellness Fair – September 27, 2014.
- TV8 Interview – October 22, 2014.
- Veterans Benefit Presentation – October 30, 2014 and November 11, 2014.
- Veterans Day Presentations – November 4, 2014; November 13, 2014; and November 14, 2014.
- Safety Training – November 12, 2014.
- Veterans Court Meeting – November 14, 2014.

OFFICE ACTIVITY REPORT (VSO & CVSC)

CVSC

Aid - \$38, 1919 (2013 – \$51,101)

Vouchers - \$475

Active Cases – 107 (2013 – 129)

Rejected Applications – 5

VSO

52 appointments

Staff Meeting: August 19, 2014; September 30, 2014; and November 18, 2014

Veterans Court: September 19, 2014; October 17, 2014; and November 21, 2014

Veterans Court Weekly Team Meetings occur on Wednesdays at 12:00 p.m.

Veterans Court Mentor Training: October 28, 2014 and October 29, 2014

COMMISSIONER APPOINTMENT RECOMMENDATION

CVSO Cobb informed the Committee that the appointment term of Mr. Buck Wendorf to the Veterans Service Commission will be expiring. Mr. Wendorf has indicated his desire to be reappointed to the Veterans Service Commission.

Supervisor Van Dixhorn moved and Supervisor Koch seconded to approve the reappointment of Mr. Buck Wendorf to the Veterans Service Commission and forward this request to County Administrator Adam Payne for his consideration. Motion carried unanimously.

Supervisor Hoffmann arrived at 8:44 a.m.

2014 FUNDS CARRYOVER REQUEST

After discussion, it was the consensus of the Committee to table this item and have CVSO Cobb bring this item back to the Committee on December 2, 2014.

Supervisor Baumgart arrived at 8:46 a.m.

ASSISTANT SERVICE OFFICER POSITION

CVSO Cobb indicated she has a Vacant Position Analysis and a Vacant Position Request completed to start the recruitment process for an Assistant Veterans Service Officer. State rules dictate if this position is an hourly or salaried position. CVSO Cobb is asking for the Committee's approval of the Vacant Position Analysis/Vacant Position Request so the recruitment process can begin.

Supervisor Baumgart moved and Supervisor Koch seconded to approve CVSO Cobb to forward the Vacant Position Analysis/Vacant Position Request to the Human Resources Committee/Human Resources so the recruitment process for an Assistant Veterans Service Officer can begin. Motion carried unanimously.

NEXT SCHEDULED MEETING: Tuesday, December 2, 2014

ADJOURNMENT

At 9:03 a.m., Mr. Nyenhuis moved and Supervisor Koch seconded to adjourn the November 18, 2014 meeting of the Veterans Service Office with the Health and Human Services Committee Meeting. Motion carried unanimously.

Julie Schaefer
Recording Secretary

Jacob Van Dixhorn
Committee Secretary