

## **VETERAN SERVICE COMMISSION AND COMMITTEE**

### **Annual Budget Meeting Minutes**

**Thursday September 18,, 2014**

**First Floor Conference Room**

**Grant County Administration**

**Lancaster, WI**

**Committee and Commission Members Present:** Lester Jantzen, John DuCharme, Gary Erickson, Louis Kaiser. Robert Scallon.

Others present were Robert Keeney, County Chairman and Joyce Roling, Human Resources Director.

**Call to Order:** The meeting was called to order by Commission Chairman, Robert Scallon at 3:30 P. M.

**Meeting Notice:** County Veteran Service Officer, Tim Murphy noted that the meeting had been properly noticed and within compliance with the open meeting requirements.

**Adoption of Agenda:** A motion was made by Louis Kaiser and seconded by John DuCharme to adopt the agenda as written. Motion Carried.

**Minutes:** A motion was made by Gary Erickson and seconded by John DuCharme to approve the minutes of July 01, 2014. Motion Carried

### **OPPORTUNITY FOR PUBLIC OUTPUT**

There were no audience comments.

A motion was made by Louis Kaiser and seconded by Lester Jantzen to adjourn to Executive Session as per Statue 19.85 to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Roll call was taken and all committee and commission members were accounted for.

A motion was made by Lester Jantzen and a second by Louis Kaiser to convene to open session and return to open session and continue with the posted agenda.

### **ACTION ITEMS**

- The budget for 2015 was reviewed and discussed with a change noted by Robert Kinney of an error on the agenda which stated it was the proposed budget of 2014. The grant of \$11,500 will continue. We are under an audit with just having Kerry's wages to account. Tim has thoughts on changing to Vectrospect. At this time we are getting card readers also. John DuCharme made a motion to approve the 2015 proposed budget and Gary Erickson seconded it. Motion Carried.
- Secession planning regarding Nora Schauer's completion of her Experience Works program. Nora Schauer will be completing her four year Experience Works program on January 31, 2015. Tim Murphy relayed that Bonita from Experience Works stated they are very strict with

extending time to participants after the four years. Discussion was held as to hire another Experience Works trainee or hire Kerry Tester full time. It was believed that it would be hard to find an experience works participant with the needed skill sets. It was suggested to table this discussion until January. It was also suggested to compile a fiscal impact report on the hiring of Kerry Tester full time and bring that back for January's meeting.

- Tim Murphy, County Veteran's Service Officer, asked for discussion and action for Reallocation of the Director of the Veteran Services position. Tim and Joyce will get together for a plan to present to the Committee/Commission for the January's meeting. Joyce stated that the Committee/Commission will need to approve any proposal prior to the recommendation moving forward to the County Executive Committee.
- Election of the Commission Chair: A motion nominating John DuCharme as Chair of the Commission was made by Bob Scallon and second by Lester Jantzen. The motion and election of John DuCharme carried.

### **INFORMATIONAL ITEMS**

- Outreach overview
- The mid-year statistical report was given.

### **MISCELLANEOUS**

- September 22-26, 2014 Fall VSO Training Conference (Oshkosh, WI)
- October 5, 2014 Salute to Vietnam Era Veterans (Lancaster, WI)
- All the Way Home (The Tri-State Conference) (Dubuque, IA)
- May 30-June 05, 2015 CVSO Association Spring 2-15 Conference in conjunction with
- The National County Veterans Service Officer Association
- (Outagamie County)

### **ADJOURN**

There being no further business to conduct motion was made by Lester Jantzen and seconded by John DuCharme to adjourn the meeting. Motion Carried. The meeting ended at 5:20 p.m.

No date was set for the next meeting.