

McHenry County Veterans Assistance Commission

Minutes of the General Meeting

January 18, 2012

Chairman Joe Kersten called the meeting of the Veterans Assistance Commission to order at 1925 the meeting took place at the McHenry County Government Center, 667 Ware Road, Woodstock IL 60098 Conference Room B.

Chairman Joe Kersten led the Commission in the Pledge of Allegiance.

Chaplain, Roger Lasko presented the Invocation

Secretary, Mike Wisniewski called the roll. A quorum of officers and posts were present.

Officer's present: (*Appointed)

Chairman	Joseph Kersten	Sr. Vice Chairman	Open
Jr. Vice Chairman	Randy Granath	VAC Inc Treasurer	Gerald Raske
Judge Advocate	Raymond Rigsby	Sergeant At Arms	Jim Koch
McHenry County Board Rep.	Mary Donner	Parliamentarian*	Raymond Rigsby
Chaplain*	Roger Lasko	IACVAC Delegate*	
IACVAC Alternate*	Raymond Rigsby	Secretary *	Michael Wisniewski

Posts Represented:

American Legion	#119 Fox River Grove Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>	#171 Crystal Lake Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>
	#192 Marengo Del <input type="checkbox"/> Alt <input type="checkbox"/>	#253 Richmond Del <input type="checkbox"/> Alt <input type="checkbox"/>
	#265 Harvard Del <input type="checkbox"/> Alt <input type="checkbox"/>	#276 Cary Del <input type="checkbox"/> Alt <input type="checkbox"/>
	#412 Woodstock Del <input type="checkbox"/> Alt <input type="checkbox"/>	#491 McHenry Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>
	#606 Hebron Del <input type="checkbox"/> Alt <input type="checkbox"/>	#673 Huntley Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>
	#1231 Lake In the Hills Del <input type="checkbox"/> Alt <input type="checkbox"/>	Cooties Put Tent #79 Del <input type="checkbox"/> Alt <input type="checkbox"/>
	AMVETS	#245 Cary-Grove Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>
Veterans Of Foreign Wars	#4600 McHenry Del <input type="checkbox"/> Alt <input type="checkbox"/>	#5040 Woodstock Del <input type="checkbox"/> Alt <input type="checkbox"/>
	#8249 Harvard Del <input type="checkbox"/> Alt <input type="checkbox"/>	#11496 Crystal Lake Del <input type="checkbox"/> Alt <input type="checkbox"/>
Marine Corps League Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>	Polish Legion Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>	VietNow Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
Guests	Mr. Michael Ruffner from the IDES.	

Officers Remarks – There were no Officer's Report.

Routine Reports:

The November Minutes – A copy of the November Minutes was made available to all Delegates and Alternates. A motion to accept the November minutes was made by Mary Donner and seconded by Jim Koch. A unanimous vote passed the motion.

VAC Financial Report – A copy of the November-December financial report was made available to all delegates and alternates.

The VAC ended the 2011 fiscal year in November with 80% of the allotted funds used for VAC activities. The VAC still used \$150,000.00 from the reserve fund and reported that veterans assistance was up by 14% over last year.

A motion to accept the November Superintendents report was made by Patrick Connley and seconded by Tom Aellig. A unanimous vote passed the motion.

The 2012 fiscal year began for the VAC in December and the VAC used 6.33% of the allotted funds and that amount was less than the goal amount of 8.3% of the allotted funds. The end of year budget totals will be adjusted as final expenses such as payroll amounts are accounted for and listed.

A motion to accept the Superintendent's report was made by Tom Aellig and seconded by Don Stage. A unanimous vote passed the motion.

Public Participation – Mr Michael Ruffner gave an update on the IDES and here is a sampling: 1) The Bow Act requires all government agencies to go out of their way to assist veterans--especially the post 9-11 event veterans in obtaining government jobs and other services. 2) The GI Bill has been updated to allow up to 1000,000 older veterans up to 60 years of age to get educational benefits. 3) Beginning on February 10th, the IDES will hold employer's Friday sessions to invite employers to come in and hold job fairs to hire qualified veterans. The selection and type of job openings will vary from session to session and some employers may include journeyman type training with their jobs. 4) IDES will be holding a series of job fairs throughout the area. 5) IDES is reporting a backlog of up to 60,000 underemployed / unemployed veterans in Northern Illinois and is asking if local veteran's posts can host job fairs to help get these numbers down. 5) The VAC can provide transportation for larger job-seeking groups to get to local job fairs.

Correspondence – The VAC office staff are doing a great job as the VAC has gotten a pile of correspondence from appreciative clients in the form of ten thank-you letters and cards.

Committee Reports:

Executive Board Meeting – The Executive Board met on December 21st, 2011 to review what the VAC has done to meet its aims and goals for 2011 to assist the veterans' community. The VAC has been successful overall but some issues have to be resolved (need more office space and staffing) during 2012 and the Executive Board discussed VAC aims and goals for that year.

By-Laws Committee – Ray Rigsby will chair this committee and he will need some help to review the VAC By-Laws and the VAC Inc. By-Laws beginning with the first committee meeting in January.

Corporate Report – The VAC Inc held their regular monthly meeting prior to the regular meeting.

Public Relations Committee – No Report.

Report of IACVAC Delegate – The VAC Superintendant will be attending the IACVAC meeting on January 19th at Bloomington. He is expecting to be elected as the IACVAC President at that meeting.

Superintendents Report – A) A Transportation Committee has been set up to oversee VAC Transportation issues and Randy Granath is the Chairman and Jim Koch and Roy Allsup will be on the panel with Mary Donner as the liaison from the county government. The committee has been invited to attend the ATEP meeting to convene at the government center on January 25 at 2 pm to 3 pm.

B) The VAC Superintendant is still compiling the VAC Annual Report as the last of the data comes in.

C) The VAC is setting up a final form of the Agreement to Share Information Policy. This policy will let prospective clients know that the VAC will prosecute them if the client is trying to commit fraud and the

fraud case information will be shared with other agencies. VAC assistance will be terminated to the client and agencies i/e IDES will be asked feedback on client actions.

D) The Employment Search Policy will inform prospective clients will have their job search efforts will be monitored by the VAC and through IDES and that will affect VAC assistance to the client.

Chairman Joe Kersten opened the floor to Old Business

1) Chairman, Joe Kersten opened nominations to select a candidate for a 2 year term of office as the Senior Vice Chairman. Mary Donner nominated Patrick Conley for the position and Tom Aellig approved the nomination and Patrick Conley was voted in by unanimous vote to be Senior Vice Chairman.

2) VAC Superintendant, Mike Iwanicki gave a briefing on the Grundy County VAC legal case. Chairman Kersten emphasized the need for the VAC delegation to monitor the actions of the VAC Superintendants and staff and ensure that the VAC follows established VAC guidelines and avoid legal quagmires that will affect the local VAC's ability to assist veterans.

3) The VAC Superintendant is researching ways to relieve the office space crunch and is seeking enough room to expand staffing to handle client caseload increases and allow offices to be handicapped compliant. The space crunch problem should be resolved by mid-summer. The new office space likely will not be in the County Government Center.

Chairman Joe Kersten opened the floor to New Business

1) Chairman, Joe Kersten gave a briefing on the Executive Board meeting and listed the aims and the goals of the VAC for the 2012 year. The VAC delegation was asked for more ideas and suggestions on what the direction the VAC should take to fulfill it's mandate to assist local veterans.

2) The VAC budget has funds earmarked to send delegates to attend IACVAC /IACO meetings at the Springfield and Chicago venues. The VAC delegation agreed to nominate Mary Donner to be one of the delegates to attend these meetings as a McHenry County Board member.

Chairman Joe Kersten opened the floor for the good of the association.

1) The original food pantry delivery was supposed to occur at the Drop-In center on Thursday, January 5th but a scheduling snafu caused the food truck to be dispatched elsewhere. The food pantry will try to reschedule the food delivery on Thursday, January 19th at the Drop-In center with the original customers to retain their position numbers to use again.

2) The VAC Superintendant will be out of his office on January 27th

Chaplain, Roger Lasko presented the Benediction.

Meeting Adjourned by Chairman Joe Kersten at 2033.

Michael Wisniewski

Respectfully Submitted

Mike Wisniewski (Electronically Signed)

November 2011 Financial Report

Print Date: 1/17/2012

Assistance Summary
11/1/2011 Thru 11/30/2011

Pag

Total Requested: \$69000.25
Total Assisted: \$68947.39

Financial Aid Type	Total Entries	Requested	Assisted
Dental	2	\$4034.05	\$4034.05
Eyeglasses	1	\$224.00	\$224.00
Food	45	\$-1925.00	\$-1925.00
Gasoline	9	\$351.00	\$298.14
Housing Mortgage	4	\$1850.58	\$1850.58
Housing Rent	19	\$10475.62	\$10475.62
Independent Living	14	\$3070.88	\$3070.88
Medical	0	\$0.00	\$0.00
Other	0	\$0.00	\$0.00
Reimbursement of Financial Assistance	0	\$0.00	\$0.00
Transportation Bus Ticket	0	\$0.00	\$0.00
Transportation Cab	0	\$0.00	\$0.00
Transportation Train	0	\$0.00	\$0.00
Utilities Electric	13	\$1213.92	\$1213.92
Utilities Gas	11	\$904.39	\$904.39
Utilities Propane or Fuel Oil	2	\$408.68	\$408.68
Utilities Sewer	0	\$0.00	\$0.00
Utilities Telephone	10	\$532.77	\$532.77
Utilities Trash	1	\$71.22	\$71.22
Utilities Water	5	\$576.31	\$576.31
VAC Bus Service	40	\$9626.89	\$9626.89
VAC Office	57	\$37584.94	\$37584.94

Year End Financial Report

Personnel					Goal	100.0%
Line No.	Line Item	Budgeted	Expended	Remaining	% Exp.	% Rem.
3010	Salaries	\$ 112,149.00	\$ 117,198.46	\$ (5,049.46)	104.5%	-4.5%
3020	Part Time	\$ 25,802.00	\$ 25,472.55	\$ 329.45	98.7%	1.3%
3030	Per Diem	\$ 56,995.00	\$ 42,423.65	\$ 14,571.35	74.4%	25.6%
3050	Merit Pool	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
3100	Uniform All.	\$ 350.00	\$ 319.00	\$ 31.00	91.1%	8.9%
3105	SS/Co. Share	\$ 14,914.00	\$ 13,881.82	\$ 1,032.18	93.1%	6.9%
3110	IMRF	\$ 14,182.00	\$ 14,116.71	\$ 65.29	99.5%	0.5%
3146	Hlth. Ins.	\$ 25,511.00	\$ 25,204.86	\$ 306.14	98.8%	1.2%
Personnel		\$ 249,903.00	\$ 238,617.05	\$ 11,285.95	95.48%	4.52%
Contractual & Assistance		Budgeted	Expended	Remaining	% Exp.	% Rem.
4001	Contract Service	\$ 10,200.00	\$ 10,365.87	\$ (165.87)	101.6%	-1.6%
4005	Dues/Mbrshps	\$ 500.00	\$ 410.00	\$ 90.00	82.0%	18.0%
4006	Training	\$ 1,600.00	\$ 1,105.00	\$ 495.00	69.1%	30.9%
4008	Subscriptions	\$ 300.00	\$ 187.72	\$ 112.28	62.6%	37.4%
4055	Contract Printing	\$ 800.00	\$ 879.08	\$ (79.08)	109.9%	-9.9%
4060	Legal Note/Adv.	\$ 600.00	\$ -	\$ 600.00	0.0%	100.0%
4096	Telecomm.	\$ 4,000.00	\$ 2,321.96	\$ 1,678.04	58.0%	42.0%
4200	Vets Assist	\$ 290,962.00	\$ 213,305.27	\$ 77,656.73	73.3%	26.7%
4246	Medical Service	\$ 35,000.00	\$ 6,523.15	\$ 28,476.85	18.6%	81.4%
4306	Vehicle Maint.	\$ 13,700.00	\$ 10,012.09	\$ 3,687.91	73.1%	26.9%
4321	VIMS Maint	\$ 750.00	\$ -	\$ 750.00	0.0%	100.0%
Contractual		\$ 358,412.00	\$ 245,110.14	\$ 113,301.86	68.39%	31.61%
Supplies & Equipment		Budgeted	Expended	Remaining	% Exp.	% Rem.
5010	Off. Supplies	\$ 2,350.00	\$ 1,803.57	\$ 546.43	76.7%	23.3%
5020	Off. Equip.	\$ 2,229.00	\$ 4,894.60	\$ (2,665.60)	219.6%	-119.6%
5040	Mileage	\$ 900.00	\$ 669.98	\$ 230.02	74.4%	25.6%
5050	Mtg. Exp.	\$ 6,000.00	\$ 5,795.07	\$ 204.93	96.6%	3.4%
5115	Comp. Hardware	\$ 1,000.00	\$ -	\$ 1,000.00	0.0%	100.0%
5125	Comp. Software	\$ 500.00	\$ -	\$ 500.00	0.0%	100.0%
5160	POL	\$ 10,700.00	\$ 8,804.25	\$ 1,895.75	82.3%	17.7%
5210	Publications	\$ 100.00	\$ 253.94	\$ (153.94)	253.9%	-153.9%
5251	Promo Events	\$ 600.00	\$ 450.00	\$ 150.00	75%	25%
Equipment		\$ 24,379.00	\$ 22,671.41	\$ 1,557.59	93.00%	6.39%
Other		Budgeted	Expended	Remaining	% Exp.	% Rem.
6020	Vehicle	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%
6810	Fund Bal. Enh.	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%
Totals		\$ 632,694.00	\$ 506,398.60	\$ 126,145.40	80.04%	19.94%

December 2011 Financial Report

Personnel					Goal	100.0%	Projected
Line No.	Line Item	Budgeted	Expended	Remaining	% Exp.	% Rem.	Annual
3010	Salaries	\$ 112,149.00	\$ 117,198.46	\$ (5,049.46)	104.5%	-4.5%	\$ 117,198.46
3020	Part Time	\$ 25,802.00	\$ 25,472.55	\$ 329.45	98.7%	1.3%	\$ 25,472.55
3030	Per Diem	\$ 56,995.00	\$ 42,423.65	\$ 14,571.35	74.4%	25.6%	\$ 42,423.65
3050	Merit Pool	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	\$ -
3100	Uniform All.	\$ 350.00	\$ 319.00	\$ 31.00	91.1%	8.9%	\$ 319.00
3105	SS/Co. Share	\$ 14,914.00	\$ 13,881.82	\$ 1,032.18	93.1%	6.9%	\$ 13,881.82
3110	IMRF	\$ 14,182.00	\$ 14,116.71	\$ 65.29	99.5%	0.5%	\$ 14,116.71
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Personnel		\$ 249,903.00	\$ 238,617.05	\$ 11,285.95	95.48%	4.52%	\$ 238,617.05
Contractural & Assistance		Budgeted	Expended	Remaining	% Exp.	% Rem.	
4001	Contract Service	\$ 10,200.00	\$ 10,365.87	\$ (165.87)	101.6%	-1.6%	\$ 10,365.87
4005	Dues/Mbrshps	\$ 500.00	\$ 410.00	\$ 90.00	82.0%	18.0%	\$ 410.00
4006	Training	\$ 1,600.00	\$ 1,105.00	\$ 495.00	69.1%	30.9%	\$ 1,105.00
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4060	Legal Note/Adv.	\$ 600.00	\$ -	\$ 600.00	0.0%	100.0%	\$ -
4096	Telecomm.	\$ 4,000.00	\$ 2,321.96	\$ 1,678.04	58.0%	42.0%	\$ 2,321.96
4200	Vets Assist	\$ 290,962.00	\$ 213,305.27	\$ 77,656.73	73.3%	26.7%	\$ 213,305.27
4246	Medical Service	\$ 35,000.00	\$ 5,356.15	\$ 29,643.85	15.3%	84.7%	\$ 5,356.15
4306	Vehicle Maint.	\$ 13,700.00	\$ 10,012.09	\$ 3,687.91	73.1%	26.9%	\$ 10,012.09
4321	VIMS Maint	\$ 750.00	\$ -	\$ 750.00	0.0%	100.0%	\$ -
Contractural		\$ 358,412.00	\$ 243,943.14	\$ 114,468.86	68.06%	31.94%	\$ 243,943.14
Supplies & Equipment		Budgeted	Expended	Remaining	% Exp.	% Rem.	
5010	Off. Supplies	\$ 2,350.00	\$ 1,803.57	\$ 546.43	76.7%	23.3%	\$ 1,803.57
5020	Off. Equip.	\$ 2,229.00	\$ 4,894.60	\$ (2,665.60)	219.6%	-119.6%	\$ 4,894.60
5040	Mileage	\$ 900.00	\$ 669.98	\$ 230.02	74.4%	25.6%	\$ 669.98
5050	Mtg. Exp.	\$ 6,000.00	\$ 5,795.07	\$ 204.93	96.6%	3.4%	\$ 5,795.07
5115	Comp. Hardware	\$ 1,000.00	\$ -	\$ 1,000.00	0.0%	100.0%	\$ -
5125	Comp. Software	\$ 500.00	\$ -	\$ 500.00	0.0%	100.0%	\$ -
5160	POL	\$ 10,700.00	\$ 8,804.25	\$ 1,895.75	82.3%	17.7%	\$ 8,804.25
5210	Publications	\$ 100.00	\$ 253.94	\$ (153.94)	253.9%	-153.9%	\$ 253.94
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Other		Budgeted	Expended	Remaining	% Exp.	% Rem.	
6020	Vehicle	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
6810	Fund Bal. Enh.	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
Totals		\$ 632,694.00	\$ 505,231.60	\$ 127,312.40	79.85%	20.12%	\$ 505,231.60

Bus Fund Beginning Balance	\$4,817.55
Mobil Office Detail	<u>-550.00</u>
Ending Balance	<u>\$4,267.55</u>