

McHenry County Veterans Assistance Commission

Minutes of the General Meeting

15 August 2018

called the meeting of the Veterans Assistance Commission to order at 1916 Hours in Conference Room 104A, at the McHenry County Administration Building, 667 Ware Road, Woodstock, IL 60098.

Secretary, **Michael Wisniewski called the roll.** A quorum of officers and a quorum of 10 delegates and alternates representing 10 posts or organizations were present.

Officer's present: (*Appointed)

Chairman	Joseph Kersten	Sr. Vice Chairman	Patrick Conley
Jr. Vice Chairman	Frank Steckelberg		
Judge Advocate	Harry Van Beetz	Sergeant At Arms	Jim Koch
McHenry County Board Rep.	Tom Wilbeck	Parliamentarian*	Harry Van Beetz
Chaplain*	Excused	IACVAC Delegate*	Patrick Conley
IACVAC Alternate*	Lee Totman	Secretary*	Michael Wisniewski

Posts Represented:

American Legion	#119 Fox River Grove Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	#171 Crystal Lake Del <input type="checkbox"/> Alt <input 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 type="checkbox"/> Alt <input checked="" type="checkbox"/>
	#606 Hebron Del <input type="checkbox"/> Alt <input type="checkbox"/>	#673 Huntley Del <input type="checkbox"/> Alt <input checked="" 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 checked="" type="checkbox"/>
AMVETS	#245 Cary-Grove Del <input type="checkbox"/> Alt <input type="checkbox"/>	#269 Woodstock 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"/>
	#12014 Crystal Lake Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>	#11496 Johnsburg Del <input type="checkbox"/> Alt <input type="checkbox"/>
Sad Sacks 0962 Del <input type="checkbox"/> Alt <input type="checkbox"/>	Student Veterans Association 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 type="checkbox"/> Alt <input checked="" type="checkbox"/>	VietNow Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
Guests	<ol style="list-style-type: none"> Mr. Don Curfman, McHenry County College Student Veteran Liaison. Mr. Habawe Riio, student Veteran Association from McHenry County College. Mr. Victor Samoza, VAC Veteran Service Officer. Mr. Joel Zamosc, VISTA Volunteer. 	

Officers Remarks: No remarks.

Routine Reports:

The July Minutes: Copies of the July minutes were made available to all delegates and alternates. The motion to accept the July minutes as presented was made by Harry Van Beetz (VFW Post #12019) and seconded by Donald Stage. (AMVETS Post #269). The motion was passed by unanimous vote.

VAC July Financial Report: Copies of the July 2018 Year to Date Financial Report and July Financial Report were made available to all delegates and alternates.

The VAC Office addressed 13 requests for financial assistance to 11 unique clients for a total of \$2,266.19 in Veterans Assistance during July. The office submitted 32 new Claims to the US Department of Veterans Affairs, and a year to date total of 278 applications for VA Disability and Pension Claims. Year to Date the VAC has successfully prosecuted 56 outstanding claims for a total benefit to our local veterans of \$1,416,722. This equates to \$6.03 coming back to McHenry County for each VAC budget dollar spent. The VAC used 35.03% of the allotted funds in the VAC budget up through July. This is less than the 66.67% allotted in the VAC budget up through July. The VAC may need to draw up to \$27,563.41 from the reserve fund as the projected budget usage may exceed the \$325,000.00 tax levy by that amount. Harry Van Beetz (VFW Post 12014) made the motion to accept the July VAC financial reports as read. Lee Totman (MCL #1009) seconded the motion. The motion was passed by unanimous vote.

Public Participation:

- 1) Mr. Don Curfman reported that the McHenry County College staff is already preparing for the start of the fall semester on Monday, August 20th 2018. The new Science Building will be open to the public on Friday, August 7th, 2018. The college will host the Veterans Day Celebration on November 9th 2018 at 0900 Hours at the Black Box Theater. The college will sponsor some student veterans to attend a leadership seminar at Orlando, Florida in January of 2019. Mr. Habawe Riio was introduced as a Vista volunteer. He was in the Army for 7 years.

Correspondence:

- 1) No correspondence.

Committee Reports:

Executive Board Meeting: No report.

By-Laws: No Report.

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

Public Relations Committee: No report.

Report of IACVAC Delegates: The IACVAC will reconvene at East Peoria in September. Part of the seminar will include veteran service officer training on September 25th and the IACVAC Meetings on 25 September through 27 September.

Superintendents Report:

- 1) Representative, Randy Hultgren will host a meeting on AUGUST 22ND 2018. The topic is to hold a veteran round table meeting w discuss burn pit issues with veterans who experienced burn pit exposure. This forum will be held at the MCC Black Box Theater.

Chairman Joe Kersten opened the floor to Old Business.

- 1) The VAC staff and volunteer experience was good during the McHenry County Fair. Some issues cropped up such as the need for the various veteran groups to have better attendance so to connect with the public.
- 2) The McHenry County board Human Relations Committee is scheduled to meet in August to decide upon action regarding the VAC Staff Compensation Study and Resolution,
- 3) The VAC outreach visit to the Senior Fair was a big success.
- 4) The ongoing McHenry County Government office reallocation is still in the planning stage—stay tuned!
- 5) The 2019 VAC Budget Proposal figures appear to be similar to the present (2018) fiscal year figures. Some budget line item figures will be changed.

Chairman Joe Kersten opened the floor to New Business:

- 1) The VAC Staff Compensation Study, Part II. A resolution from the Human Relations was drawn up to address the VAC staff compensation issue. This resolution would authorize the adjusting the pay grades of the VAC staff to follow the county wide job classification and compensation system. The resolution was reviewed by the delegation and the following motion was made.
 - a. Senior Vice Chairman, Patrick Conley (AL Post #673) made the motion to approve the HR Department County Resolution, as covered in paragraph 1. Harry Van Beetz (VFW Post #12014) seconded the motion. The motion was passed by majority votes, Jim Koch abstained.
- 2) The following is regarding setting the pay for specific employees to be effective 1 December 2018. The Commission can disregard the original 2005 study of the Superintendents salary and the 2017/2018 Bureau of Labor Statistics VAC Staff study for adjusting VAC staff's compensation. Instead the Commission is to focus on the County's Grade proposal. It was reiterated that the Commission is responsible for approval of the pay structure per Illinois State Law. After much discussion regarding years working for the Commission it was decided to pay the following employees in equal gradations along the County proposed pay-scale not to exceed the midrange. Concerns were raised about the Superintendent who had served over what the midrange reflects.
 - a. Pat Conley (AL Post 673) made the motion for the commission to instruct the Superintendent to adjust the compensation of the Admin Spec I, VSO II, and Superintendent in equal gradations along the proposed paygrade based on years of service not to exceed the paygrades midpoint. Frank Steckelberg (AL Post #119) seconded the motion. The motion was passed by a majority vote with one No vote and one abstain.
 - b. The Superintendent asked for clarification of the Commission's instruction. The following amendment to the Commissions Resolution to the County is to be made;
 - i. Compensation adjustment is effective 1 December 2018
 - ii. Superintendent will be compensated at the midrange which is \$86,023.00
 - iii. VSO II will be compensated based on 9 years which is \$56,270.00*
 - iv. Admin Spec I will be compensated based on 9 years which is \$16.84 hr*
(*Note* exact adjusted figures for VSOII and Admin Spec I were not presented at the meeting. Figures were calculated and included in the minutes for the Commissions convenience.
- 3) Chairman Joe Kersten announced the date and time of the County HR Committee meeting where the Commission's Resolution will be next presented.

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

- 1) The National Association of Counties and McHenry County of Illinois is offering a prescription discount program. For further information, call 1(800)364-6331.

The Benediction: Acting Chaplain, Frank Steckelberg gave the Benediction.

The Colors were saluted.

Chairman, Joseph Kersten adjourned the meeting at 2020 Hours.

Respectfully Submitted,

Michael F Wisniewski

Michael F. Wisniewski
(Electronically Signed)

Superintendents July Financial Report – August 15, 2018

Financial Report Highlights for the Month of July 2018

Veterans Assistance Expenditures

Auditor

VetraSpec

	Month		Year To Date	
	Financial Granted	Requests	Fiannical Granted	Requests
Food	\$ 100.00	4	\$ 1,725.00	69
Housing	\$ 2,017.60	5	\$ 23,445.42	49
Utilities	\$ 148.59	4	\$ 8,531.82	72
Indp Living	\$ -	0	\$ 4,393.29	14
Gasoline	\$ -	0	\$ -	0
Transportation	\$ -	0	\$ 173.52	46
Total	\$ 2,266.19	13	\$ 38,269.05	250
Total Requests Denied		1		10
Total Requests		14		214
Unique Clients		11		112

Applicants Township		
Township	Monthly Total	YTD Total
Alden	\$ -	\$ -
Algonquin	\$ 761.59	\$ 8,027.88
Burton	\$ -	\$ 622.72
Chemung	\$ 502.00	\$ 4,509.50
Coral	\$ -	\$ -
Dorr	\$ 713.60	\$ 5,303.87
Dunham	\$ -	\$ 50.00
Grafton	\$ 300.00	\$ 1,800.00
Greenwood	\$ -	\$ 1,778.00
Harland	\$ -	\$ -
Hebron	\$ 300.00	\$ 6,491.15
Marengo	\$ -	\$ -
McHenry	\$ 502.00	\$ 7,283.02
Nunda	\$ -	\$ 0.00
Richmond	\$ 344.09	\$ 1,895.36
Riley	\$ -	\$ -
Seneca	\$ -	\$ 564.12
Totals	\$ 3,423.28	\$ 38,325.62
Total Townships	7	12

	Month		Year To Date	
	Financial Granted	Requests	Fiannical Granted	Requests
Gas	\$ 30.00	1	\$ 1,891.21	18
Electric	\$ 88.57	2	\$ 4,787.89	25
Phone	\$ 30.02	1	\$ 623.64	16
Water / Sewer	\$ -	0	\$ 891.29	8
Garbage	\$ -	0	\$ 337.79	5
Total Utility	\$ 148.59	4	\$ 8,531.82	72

Total Expenditures

	Month	Year to Date
	\$ 31,684.69	\$ 235,042.27
Projected Annual		\$ 352,563.41
Less: Funded by Levy		\$ 325,000.00
Projected Reserve Add (Use)		\$ (27,563.41)

VA Disability and Pension Claims

	Month	Year to Date
New VA Claims	32	278
VA Paperwork Processed	299	2226
VA Claims Awarded 2018		56
New Claims \$\$ Awarded 2018		\$ 1,416,722
VA Award Ratio to VAC Total Expense (per \$1)		\$ 6.03
4 Year Cummulative Awards 2018 Value		\$ 9,433,349

VAC Lovell FHCC Transportation Service

VA Hospital Applications Year to Date

59

	Month	Annual
Miles	2212	18047
Passengers	218	1679
Driver Cost	\$ 3,313.29	\$ 29,418.88
Dispatch-Adm	\$ 2,280.45	\$ 18,243.59
Vehicle Cost	\$ 641.29	\$ 7,863.41
Total	\$ 6,235.02	\$ 55,525.88
Cost per Rider	\$ 28.60	\$ 33.07
Goal Cost per Rider is <	\$ 35.00	
Bus Fund	\$ 5,699.27	

Superintendents July Financial Report – August 15, 2018

Year to Date

Personnel		66.67%					
Line No.	Line Item	Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
3010	Salaries	\$ 211,283.00	\$ 83,937.58	\$ 127,345.42	39.7%	60.3%	\$ 125,906.37
3020	Part Time	\$ -	\$ 7,801.78	\$ (7,801.78)	0.0%	0.0%	\$ 11,702.67
3025	Holiday Pay	\$ 11,120.00	\$ 3,944.46	\$ 7,175.54	35.5%	64.5%	\$ 5,916.69
3030	Per Diem	\$ 55,003.00	\$ 14,708.69	\$ 40,294.31	26.7%	73.3%	\$ 22,063.04
3040	Over Time Salaries	\$ 500.00	\$ 99.96	\$ 400.04	20.0%	80.0%	\$ 149.94
3050	Merit Pool	\$ 6,242.00	\$ -	\$ 6,242.00	0.0%	100.0%	\$ -
3100	Uniform All.	\$ 350.00	\$ 29.00	\$ 321.00	8.3%	91.7%	\$ 43.50
3105	SS/Co. Share	\$ 21,737.00	\$ 8,453.58	\$ 13,283.42	38.9%	61.1%	\$ 12,680.37
3110	IMRF	\$ 22,829.00	\$ 8,013.83	\$ 14,815.17	35.1%	64.9%	\$ 12,020.75
3146	Hlth. Ins.	\$ 72,463.00	\$ 12,313.33	\$ 60,149.67	17.0%	83.0%	\$ 18,470.00
Personnel		\$ 401,527.00	\$ 139,302.21	\$ 262,224.79	34.69%	65.31%	\$ 208,953.32
Contractural & Assistance		Budgeted	Expended	Remaining	% Exp.	% Rem.	
4001	Contract Service	\$ 4,000.00	\$ 2,300.00	\$ 1,700.00	57.5%	42.5%	\$ 3,450.00
4005	Dues/Mbrshps	\$ 1,000.00	\$ 724.00	\$ 276.00	72.4%	27.6%	\$ 1,086.00
4006	Training	\$ 1,800.00	\$ 1,190.00	\$ 610.00	66.1%	33.9%	\$ 1,785.00
4008	Subscriptions	\$ 250.00	\$ 174.20	\$ 75.80	69.7%	30.3%	\$ 261.30
4034	Specific Insurance	\$ 11,000.00	\$ 8,920.20	\$ 2,079.80	81.1%	18.9%	\$ 13,380.30
4045	Directors Insurance	\$ 5,500.00	\$ 4,280.00	\$ 1,220.00	77.8%	22.2%	\$ 6,420.00
4055	Contract Printing	\$ 2,500.00	\$ 483.64	\$ 2,016.36	19.3%	80.7%	\$ 725.46
4060	Legal Note/Adv.	\$ 2,500.00	\$ 755.75	\$ 1,744.25	30.2%	69.8%	\$ 1,133.63
4096	Telecomm.	\$ 1,600.00	\$ 522.95	\$ 1,077.05	32.7%	67.3%	\$ 784.43
4200	Vets Assist	\$ 180,000.00	\$ 39,167.05	\$ 140,832.95	21.8%	78.2%	\$ 58,750.58
4246	Medical Service	\$ 750.00	\$ 580.00	\$ 170.00	77.3%	22.7%	\$ 870.00
4251	PreEmp Physical	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	\$ -
4306	Vehicle Maint. *	\$ 7,500.00	\$ 3,387.97	\$ 4,112.03	45.2%	54.8%	\$ 5,081.96
4321	Software Maint.	\$ 1,800.00	\$ 1,745.00	\$ 55.00	96.9%	3.1%	\$ 2,617.50
4370	Legal Services	\$ 1,000.00	\$ 96.25	\$ 903.75	9.6%	90.4%	\$ 144.38
Contractural		\$ 221,200.00	\$ 64,230.76	\$ 155,969.24	29.04%	70.51%	\$ 96,346.14
Supplies & Equipment		Budgeted	Expended	Remaining	% Exp.	% Rem.	
5010	Off. Supplies	\$ 1,300.00	\$ 654.20	\$ 645.80	50.3%	49.7%	\$ 981.30
5020	Off. Equip.	\$ 750.00	\$ 305.00	\$ 445.00	40.7%	59.3%	\$ 457.50
5040	Mileage	\$ 2,000.00	\$ 998.61	\$ 1,001.39	49.9%	50.1%	\$ 1,497.92
5050	Mtg. Exp.	\$ 9,500.00	\$ 3,333.05	\$ 6,166.95	35.1%	64.9%	\$ 4,999.58
5071	Promo Items	\$ 1,000.00	\$ -	\$ 1,000.00	0.0%	100.0%	\$ -
5115	Comp. Hardware	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	\$ -
5125	Comp. Software	\$ 500.00	\$ -	\$ 500.00	0.0%	100.0%	\$ -
5160	POL *	\$ 6,500.00	\$ 2,175.44	\$ 4,324.56	33.5%	66.5%	\$ 3,263.16
5210	Publications	\$ 100.00	\$ -	\$ 100.00	0.0%	100.0%	\$ -
5251	Promo Events	\$ 1,500.00	\$ 275.00	\$ 1,225.00	18%	82%	\$ 412.50
Equipment		\$ 23,150.00	\$ 7,741.30	\$ 15,408.70	33.44%	66.56%	\$ 11,611.95
Other		Budgeted	Expended	Remaining	% Exp.	% Rem.	
6020	Vehicle	\$ 24,600.00	\$ 23,768.00	\$ 832.00	96.6%	3.4%	\$ 35,652.00
6810	Fund Bal. Enh.	\$ 560.00	\$ -	\$ 560.00	0.0%	100.0%	\$ -
Totals		\$ 671,037.00	\$ 235,042.27	\$ 434,994.73	35.03%	64.82%	\$ 352,563.41

*Transit Grant \$2,500 added to budget

July 2018 Reconciliation

July Auditor *				\$ 2,166.19
	Less			
	Volunteer / Taxi Transportation		\$ -	
	Food Vouchers		\$ -	
	May VD Assistance	L4812-25	\$ 250.00	\$ 250.00
				\$ 2,416.19
	Add:			
	Food Issued		\$ 100.00	
	Outstanding Fuel		\$ -	
	Awaiting Payment	S3502-30	\$ 294.09	
		G1781-20	\$ 613.00	
				\$ 1,007.09
July 4200 VetraSpec				\$ 3,423.28
* Total does not include food vouchers issued.				