

McHenry County Veterans Assistance Commission

Minutes of the General Meeting

19 September 2018

Joseph Kersten called the meeting of the Veterans Assistance Commission to order at 1815 Hours in Class Room E100, at the McHenry County College Building E. Crystal Lake, Illinois.

Secretary, **Michael Wisniewski called the roll.** A quorum of officers and a quorum of 7 delegates and alternates representing 7 posts or organizations were present.

Officer's present: (*Appointed)

Chairman	Joseph Kersten	Sr. Vice Chairman	Excused
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*	Excused
IACVAC Alternate*	Excused	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 type="checkbox"/>
	#606 Hebron Del <input type="checkbox"/> Alt <input type="checkbox"/>	#673 Huntley Del <input 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 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 checked="" type="checkbox"/> Alt <input type="checkbox"/>	
Marine Corps League Del <input type="checkbox"/> Alt <input type="checkbox"/>	Polish Legion Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	VietNow Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
Guests	1. Mr. Bob Seredick, Observer 2. Mrs. Rachelle Starr, Treasurer of Student Veteran Association from McHenry County College. 3. Mr..Ed Beckstrom, Observer.. 4. Mr. Dan Kalbach, Observer. 5. Mrs. Laura Frantz, FLS Veterans Support. 6. Mr. Amir Saery, Observer.	

Officers Remarks: No remarks.

Routine Reports:

The August Minutes: Copies of the August minutes were made available to all delegates and alternates. The motion to accept the August minutes as presented was made by Frank Steclelberg (A.L. Post #119) and seconded by Harry Van Beetz (VFW Post #12014). The motion was passed by unanimous vote.

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

The VAC Office addressed 18 requests for financial assistance to 10 unique clients for a total of \$5,735.76 in Veterans Assistance during August. The office submitted 41 new Claims to the US Department of Veterans Affairs, and a year to date total of 324 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 \$1,657,153. This equates to \$6.18 coming back to McHenry County for each VAC budget dollar spent. The VAC used 35.94% of the allotted funds in the VAC budget up through August. This is less than the 75% allotted in the VAC budget up through August. The VAC may need to draw up to \$32,306.45 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 August VAC financial reports as read. Mike Wisniewski (MOC P.T. #79) seconded the motion. The motion was passed by unanimous vote.

Public Participation:

- 1) No public participation.

Correspondence:

- 1) Two client thank-you letters to the VAC VSO's for success on prosecuting the client VA disability claims.

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 29 September.

Superintendents Report:

- 1) The Commission will need to vote on the proposal by the VAC Office to add transportation services to transport clients to VA assigned civilian clinics for healthcare under the VA Expanded Choice Program. This VAC transportation service would begin on December 1st, 2018 if it is approved by the Commission.

Chairman Joe Kersten opened the floor to Old Business.

- 1) The VAC Staff Compensation Study is still ongoing. The Resolution #1 (County study of the issue using the Archer Study) was passed by the McHenry County Board, and the Resolution #2 was tabled by the McHenry County Boards Human Resources Committee pending further review.
- 2) A section of 330 ILCS 45 regarding compensation of VAC employees was presented by Chairman Joe Kersten. The question was raised if it was the opinion of the Commission was that the Commission is in compliance with both 330 ILCS 45 and what was determined by the Archer Study. The motion to affirm the Commission's position as expressed by the resolution submitted to the County Board by the County HR Department, and the second resolution approved by this body at the August 15, 2018 meeting and presented to the County Board. Harry Van Beetz (VFW Post #12014) made the motion to affirm Commission's position regarding the two resolutions submitted to the McHenry County Board for action. Frank Steckelberg (A.L. Post #119) seconded the motion. The motion was passed by majority vote, with James Koch abstaining.

The following is a recap from the August 15, 2018 Commission Minutes under New Business:

- 2) *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 (Jim Koch).*
 - 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.)*

Chairman Joe Kersten opened the floor to New Business:

- 1) The VAC Superintendent and VSO #1, Jane Dorfner are both scheduled to attend the veteran service officer recertification course that begins on September 25th at East Peoria, Illinois. The VAC Superintendent and Jane Dorfner will also attend the IACVAC Seminar after the completion of the VSO recertification course. The IACVAC Seminar will run to Friday, September 29th, 2018.

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

- 1) The Commission commended McHenry County Board Liaison, Tom Wilbeck for his work in representing the VAC to his fellow county board members.
- 2) The Cody Vegetable Farm will be hosting a Veterans Event at their property on Saturday, September 22nd, 2018.

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

The Colors were saluted.

Chairman, Joseph Kersten adjourned the meeting at 1833 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 August 2018

Veterans Assistance Expenditures

Auditor

VetraSpec

	Month		Year To Date	
	Financial Granted	Requests	Financial Granted	Requests
Food	\$ 100.00	4	\$ 1,825.00	73
Housing	\$ 4,830.53	8	\$ 28,275.95	57
Utilities	\$ 555.23	5	\$ 9,087.05	77
Indp Living	\$ 250.00	1	\$ 4,643.29	15
Gasoline	\$ -	0	\$ -	0
Transportation	\$ -	0	\$ 173.52	46
Total	\$ 5,735.76	18	\$ 44,004.81	268
Total Requests Denied		0		10
Total Requests		18		232
Unique Clients		10		122

Applicants Township		
Township	Monthly Total	YTD Total
Alden	\$ -	\$ -
Algonquin	\$ 1,174.14	\$ 9,202.02
Burton	\$ -	\$ 622.72
Chemung	\$ 502.00	\$ 5,011.50
Coral	\$ -	\$ -
Dorr	\$ -	\$ 5,303.87
Dunham	\$ -	\$ 50.00
Grafton	\$ 300.00	\$ 2,100.00
Greenwood	\$ -	\$ 1,778.00
Hartland	\$ -	\$ -
Hebron	\$ 275.00	\$ 6,766.15
Marengo	\$ -	\$ -
McHenry	\$ 2,075.53	\$ 9,358.55
Nunda	\$ -	\$ 0.00
Richmond	\$ 502.00	\$ 2,397.36
Riley	\$ -	\$ -
Seneca	\$ -	\$ 564.12
Totals	\$ 4,828.67	\$ 43,154.29
Total Townships	6	12

	Month		Year to Date	
	Financial Granted	Requests	Financial Granted	Requests
Gas	\$ 128.14	2	\$ 2,019.35	20
Electric	\$ 387.09	2	\$ 5,174.98	27
Phone	\$ 40.00	1	\$ 663.64	17
Water / Sewer	\$ -	0	\$ 891.29	8
Garbage	\$ -	0	\$ 337.79	5
Total Utility	\$ 555.23	5	\$ 9,087.05	77

Total Expenditures

Month	Year to Date
\$ 32,750.77	\$ 267,979.84
Projected Annual	\$ 357,306.45
Less: Funded by Levy	\$ 325,000.00
Projected Reserve Add (Use)	\$ (32,306.45)

VA Disability and Pension Claims

	Month	Year to Date
New VA Claims	41	324
VA Paperwork Processed	443	2669
VA Claims Awarded 2018		56
New Claims \$\$ Awarded 2018		\$ 1,657,153
VA Award Ratio to VAC Total Expense (per \$1)		\$ 6.18
4 Year Cumulative Awards 2018 Value		\$ 9,673,781

VAC Lovell FHCC Transportation Service

VA Hospital Applications Year to Date 70

	Month	Annual
Miles	2490	20537
Passengers	249	1928
Driver Cost	\$ 3,539.46	\$ 32,958.35
Dispatch-Adm	\$ 2,301.00	\$ 20,709.01
Vehicle Cost	\$ 550.00	\$ 8,471.22
Total	\$ 6,390.46	\$ 62,138.58
Cost per Rider	\$ 25.66	\$ 32.23
Goal Cost per Rider is <	\$ 35.00	
Bus Fund	\$ 5,708.47	

Superintendents July Financial Report – August 15, 2018

Year to Date

Personnel		75.00%				Projected	
Line No.	Line Item	Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
3010	Salaries	\$ 211,283.00	\$ 100,436.01	\$ 110,846.99	47.5%	52.5%	\$ 133,914.68
3020	Part Time	\$ -	\$ 7,801.78	\$ (7,801.78)	0.0%	0.0%	\$ 10,402.37
3025	Holiday Pay	\$ 11,120.00	\$ 3,944.46	\$ 7,175.54	35.5%	64.5%	\$ 5,259.28
3030	Per Diem	\$ 55,003.00	\$ 17,482.97	\$ 37,520.03	31.8%	68.2%	\$ 23,310.63
3040	Over Time Salaries	\$ 500.00	\$ 275.62	\$ 224.38	55.1%	44.9%	\$ 367.49
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%	\$ 38.67
3105	SS/Co. Share	\$ 21,737.00	\$ 9,902.29	\$ 11,834.71	45.6%	54.4%	\$ 13,203.05
3110	IMRF	\$ 22,829.00	\$ 9,677.90	\$ 13,151.10	42.4%	57.6%	\$ 12,903.87
3146	Hlth. Ins.	\$ 72,463.00	\$ 15,445.27	\$ 57,017.73	21.3%	78.7%	\$ 20,593.69
Personnel		\$ 401,527.00	\$ 164,995.30	\$ 236,531.70	41.09%	58.91%	\$ 219,993.73
Contractual & Assistance		Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
4001	Contract Service	\$ 4,000.00	\$ 2,500.00	\$ 1,500.00	62.5%	37.5%	\$ 3,333.33
4005	Dues/Mbrshps	\$ 1,000.00	\$ 724.00	\$ 276.00	72.4%	27.6%	\$ 965.33
4006	Training	\$ 1,800.00	\$ 1,190.00	\$ 610.00	66.1%	33.9%	\$ 1,586.67
4008	Subscriptions	\$ 250.00	\$ 174.20	\$ 75.80	69.7%	30.3%	\$ 232.27
4034	Specific Insurance	\$ 11,000.00	\$ 8,920.20	\$ 2,079.80	81.1%	18.9%	\$ 11,893.60
4045	Directors Insurance	\$ 5,500.00	\$ 4,280.00	\$ 1,220.00	77.8%	22.2%	\$ 5,706.67
4055	Contract Printing	\$ 2,500.00	\$ 1,058.64	\$ 1,441.36	42.3%	57.7%	\$ 1,411.52
4060	Legal Note/Adv.	\$ 2,500.00	\$ 755.75	\$ 1,744.25	30.2%	69.8%	\$ 1,007.67
4096	Telecomm.	\$ 1,600.00	\$ 773.29	\$ 826.71	48.3%	51.7%	\$ 1,031.05
4200	Vets Assist	\$ 180,000.00	\$ 44,802.81	\$ 135,197.19	24.9%	75.1%	\$ 59,737.08
4246	Medical Service	\$ 750.00	\$ 580.00	\$ 170.00	77.3%	22.7%	\$ 773.33
4251	PreEmp Physical	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	\$ -
4306	Vehicle Maint. *	\$ 7,500.00	\$ 3,387.97	\$ 4,112.03	45.2%	54.8%	\$ 4,517.29
4321	Software Maint.	\$ 1,800.00	\$ 1,745.00	\$ 55.00	96.9%	3.1%	\$ 2,326.67
4370	Legal Services	\$ 1,000.00	\$ 131.25	\$ 868.75	13.1%	86.9%	\$ 175.00
Contractual		\$ 221,200.00	\$ 70,891.86	\$ 149,308.14	32.05%	67.50%	\$ 94,522.48
Supplies & Equipment		Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
5010	Off. Supplies	\$ 1,300.00	\$ 728.40	\$ 571.60	56.0%	44.0%	\$ 971.20
5020	Off. Equip.	\$ 750.00	\$ 305.00	\$ 445.00	40.7%	59.3%	\$ 406.67
5040	Mileage	\$ 2,000.00	\$ 998.61	\$ 1,001.39	49.9%	50.1%	\$ 1,331.48
5050	Mtg. Exp.	\$ 9,500.00	\$ 3,434.42	\$ 6,065.58	36.2%	63.8%	\$ 4,579.23
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	\$ 2,583.25	\$ 3,916.75	39.7%	60.3%	\$ 3,444.33
5210	Publications	\$ 100.00	\$ -	\$ 100.00	0.0%	100.0%	\$ -
5251	Promo Events	\$ 1,500.00	\$ 275.00	\$ 1,225.00	18%	82%	\$ 366.67
Equipment		\$ 23,150.00	\$ 8,324.68	\$ 14,825.32	35.96%	64.04%	\$ 11,099.57
Other		Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
6020	Vehicle	\$ 24,600.00	\$ 23,768.00	\$ 832.00	96.6%	3.4%	\$ 31,690.67
6810	Fund Bal. Enh.	\$ 560.00	\$ -	\$ 560.00	0.0%	100.0%	\$ -
Totals		\$ 671,037.00	\$ 267,979.84	\$ 402,057.16	39.94%	59.92%	\$ 357,306.45

*Transit Grant \$2,500 added to budget

August 2018 Reconciliation

August Auditor *				\$ 5,635.76
Less				
Volunteer / Taxi Transportation		\$ -		
Food Vouchers		\$ -		
July Assistance	G1781-20	\$ (613.00)		
	S3502-30	\$ (294.09)		
			\$ (907.09)	
				\$ 4,728.67
Add:				
Food Issued		\$ 100.00		
Outstanding Fuel		\$ -		
Awaiting Payment		\$ -	\$ 100.00	
				\$ 4,828.67
July 4200 VetraSpec				
* Total does not include food vouchers issued.				