

# McHenry County Veterans Assistance Commission

## Minutes of the General Meeting

### 20 March 2019

**Chairman, Joseph Kersten** called the meeting of the Veterans Assistance Commission to order at 1914 Hours in Conference Room 209I, at the McHenry County Administration Building, 667 Ware Road, Woodstock, Illinois 60098.

Secretary, **Michael Wisniewski** called the roll. A quorum of officers and a quorum of 11 delegates and alternates representing 11 posts or organizations were present.

**Officer's present:** (\*Appointed)

<b>Chairman</b>	Joseph Kersten	<b>Sr. Vice Chairman</b>	Excused
<b>Jr. Vice Chairman</b>	Frank Steckleberg		
<b>Judge Advocate</b>	Harry Van Beetz	<b>Sergeant At Arms</b>	Jim Koch
<b>McHenry County Board Rep.</b>	Excused	<b>Parliamentarian*</b>	Harry Van Beetz
<b>Chaplain*</b>	Eugene Boxlietner	<b>IACVAC Delegate*</b>	Patrick Conley
<b>IACVAC Alternate*</b>	Excused	<b>Secretary*</b>	Michael Wisniewski

**Posts Represented:**

<b>American Legion</b>	<b>#119 Fox River Grove</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>#171 Crystal Lake</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
	<b>#192 Marengo</b> Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>	<b>#253 Richmond</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
	<b>#265 Harvard</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>#276 Cary</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
	<b>#412 Woodstock</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>#491 McHenry</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
	<b>#606 Hebron</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>#673 Huntley</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
	<b>#1231 Lake In the Hills</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>Cooties Put Tent #79</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
	<b>#245 Cary-Grove</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>#269 Woodstock</b> Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>
<b>Veterans Of Foreign Wars</b>	<b>#4600 McHenry</b> Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>	<b>#5040 Woodstock</b> Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>
	<b>#12014 Crystal Lake</b> Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>	<b>#11496 Johnsburg</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
<b>Sad Sacks 0962</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>Student Veterans Association</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	
<b>Marine Corps League</b> Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/>	<b>Polish Legion</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>VietNow</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
<b>Guests</b>	Mr. Don Curfman, McHenry County College Veteran Student Liaison. 2. Mr. James Revenaugh, MCC Student Veteran Association President, 3. Mr. Victor Samoza, VAC Veteran Service Officer.	

**Officers Remarks:**

There were no officer's remarks.

### **Routine Reports:**

**The February Minutes:** Copies of the February minutes were made available to all delegates and alternates. The motion to accept the February minutes as presented was made by John Widmayer (VFW Post #5040) and seconded by Neil Donner (AMVETS Post #245). The motion was passed by unanimous vote.

**VAC February Financial Report:** Copies of the February 2019 Year to Date Financial Report and February Financial Report were made available to all delegates and alternates.

The VAC Office addressed 31 requests for financial assistance to 12 unique clients for a total of \$4,291.11 in Veterans Assistance during February. The office submitted 32 new Claims to the US Department of Veterans Affairs during February. Year to Date the VAC has successfully prosecuted 33 outstanding claims for a total benefit to our local veterans of \$665,864. This equates to \$5.89 coming back to our veterans for each VAC budget dollar spent. The VAC used 18.88% of the allotted funds in the VAC budget up through February. This is less than the 25.00% allotted in the VAC budget up through February. The allotted budget is \$598,909.00 and the 2018 tax levy was \$400,000.00. The VAC may need to draw up to \$52,231.72 from the reserve fund as the projected budget usage may exceed the \$400,000.00 tax levy by that amount. Charles Chapman (VFW Post #4600) made the motion to accept the February VAC financial reports as read. Neil Donner (AMVETS Post #245) seconded the motion. The motion was passed by unanimous vote.

### **Public Participation:**

Mr. Don Curfman (MCC Veteran Student Liaison) reported that McHenry County College spring class enrollment amount appears to be going up. The college is hosting a 'Human 5 Kilometer Race' to benefit local children, on April 28<sup>th</sup>, 2019. The upcoming 2019 Patriot's Run will host a 5 Mile run, a one mile run, and a five kilometer run on June 30<sup>th</sup>, 2019. The change in the race length 5 miler will require extra course guides to accommodate the course length changes. The first race will begin at 0730 Hours. The spring semester graduating class will graduate on May 18<sup>th</sup>, 2019. The college plan to set up a welcome center just off the Lucas Road entrance. The college is hosting a VITA Tax Clinic (See enclosed handout). The college is conducting an election to vote on five trustees and two candidates on that slate of candidates (Mary Beth and Tom Allen) are considered to be the best of the bunch. Student Veteran, James Revanaugh was introduced as the Student Veteran Association President.

Mr. James Revanaugh gave a talk on his military service (9 years in the USMC as a weatherman) and on his plans as a veteran who is reentering civilian life.

VAC Veteran Service Officer, Mr. Victor Samoza had no remarks.

### **Correspondence:**

- 1) (2/25/2019) VAC VSO Cecelia received a thank-you note from a client thanking her for all her kindness and help with the VA paperwork.
- 2) (3/15/2019) VAC VSO Jane Dorfner received a long and heartfelt thank-you note from a client for all her work for them.

### **Committee Reports:**

*Executive Board Meeting:* The VAC Executive Board convened at the Door Township Community Room on February 6<sup>th</sup>, 2019. The board discussed initial finding of the Survey that went out, and then went into Executive session to discuss personnel issues.

*By-Laws:* No Report.

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

*Public Relations Committee:* No report.

*Report of IACVAC Delegates:* The IACVAC will convene in April at Springfield, Illinois. The leading topics of discussion will be a batch of bills in committee relating to veterans issues such as HB#34 (Amendments to the wording on the VA Disabled Veteran Real Estate Tax Exemption Law) and HB1133 (May the County Board Chairman Executive some authority over the Commission); amongst other issues.

*Superintendents Report:*

- 1) The VAC Staff attended the McHenry Expo He discussed the expo monopoly game that was oriented towards children who attended the expo.
- 2) The Superintendent provides the Veterans Pinning Ceremony at Journey Care Hospice. He was looking for volunteers to help.
- 3) The VAC Office will determine if it will participate in the 2019 McHenry County in August.
- 4) The Superintendent attended a Woodstock Chamber of Commerce meeting and held a briefing on VAC services to local veterans.
- 5) The Harvard Public Library is hosting a job fair on April 12th, 2019.

**Chairman Joe Kersten opened the floor to Old Business.**

- 1) The McHenry County Board has not acted on the VAC Compensation Study.
- 2) The Commission is looking for action to be taken on the existing resolution tabled back in October. Also, there has been no action regarding the compression adjustment.
- 3) A motion was made by Eugene Boxlietner (AL Post #192) to have the Superintendent resubmit the payroll advice to approve a compression pay raise of \$1,000.00 for the VAC Superintendent and for VAC Receptionist, (\$800.00) and others subject to a COLA increase. Marty Lenen (MCL Post #1009) seconded the motion. The motion passed by majority with one abstain by Jim Koch.
- 4) The Scouting Blackhawk Council is hosting a "Legacy of Service" Awards Dinner on Friday, April 12<sup>th</sup>, 2019, at the Crystal Lake Holiday Inn. (800 South Route 31). The VAC Inc. has purchased a table at the event.

**Chairman Joe Kersten opened the floor to New Business:**

- 1) The two newest VAC VSO staffers are doing administrative person services in assisting the veteran students attending their studies at MCC especially. The two VSO staffers are scheduled to attend general assistance guidelines training at Rockford, Illinois
- 2) The VAC lost the 2017 minivan in an auto accident and it was totaled. Negotiations are underway with the insurance companies (only \$11,500.00 may be the result from insurance payouts).The VAC will need at least \$6,000.00 to obtain a new replacement vehicle.
- 3) The Commission discussed with the VAC Superintendent the need for a VAC assistance Standard of Need Adjustment for fiscal year 2019. Donald Stage (AMVETS Post #269) made the motion for the Commission to allow the VAC to adjust the increase veteran assistance payouts by 2.3% across the board for the Standards of Need criteria.
- 4) The Veterans Administration has released a newly updated set in their Work Study Guidelines. This includes a provision for qualified work study personnel to use VAC vehicles to VA clinics as well as the Capt. Lovell FHCC. This indicate that the VAC Office will require more vehicles and drivers.

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

The Commission gave the VAC Superintendent a hearty ATTABOY for his continuing volunteer work at the Journey Care Hospice veteran pinning ceremonies.

**The Benediction:** Chaplain, Eugene Boxlietner gave the Benediction.

The Colors were saluted.

Chairman, Joseph Kersten adjourned the meeting at 2018 Hours.

Respectfully Submitted,

*Michael F Wisniewski*

Michael F. Wisniewski

*(Electronically Signed)*

# Superintendents March 2019 Financial Report

## Financial Report Highlights for the Month of February 2019

### Veterans Assistance Expenditures

Worksheet

	Month		Year To Date	
	Financial Granted	Requests	Fianncial Granted	Requests
Emergency Shelter	\$ -	0	\$ -	0
Indp Living	\$ 3,218.07	8	\$ 6,396.20	16
Utilities	\$ 360.00	1	\$ 1,630.26	22
Gasoline	\$ 577.84	7	\$ 1,754.55	22
Transportation	\$ -	0	\$ -	0
Food	\$ 85.20	13	\$ 385.40	30
Total	<b>\$ 4,291.11</b>	<b>31</b>	<b>\$ 10,441.41</b>	<b>101</b>
Total Requests Denied		<b>0</b>		<b>1</b>
Total Requests		<b>31</b>		<b>102</b>
Unique Clients		<b>12</b>		<b>31</b>

#### Utilities Granted

	Month		Year to Date	
	Requests	Requests	Requests	Requests
Electric	-	1	\$ 192.92	2
Gas Heat	170.97	2	\$ 518.89	2
Phone	39.85	1	\$ 119.85	1
Trash	12.19	1	\$ 209.82	1
Water / Sewer	299.28	2	\$ 713.07	2
Total Utility	<b>\$ 522.29</b>	<b>7</b>	<b>\$ 1,754.55</b>	<b>8</b>

#### Total Expenditures

	Month	Year to Date
	\$ -	\$ 113,057.93
Projected Annual		\$ 452,231.72
Less: Funded by Levy		\$ 400,000.00
Projected Reserve Add (Use)		<b>\$ (52,231.72)</b>

#### VA Disability and Pension Claims

	Month	Year to Date
New VA Claims	32	82
VA Paperwork Processed	268	747
VA Claims Awarded 2019		33
New Claims \$\$ Awarded 2019		<b>\$ 665,864</b>
VA Award Ratio to VAC Total Expense (per \$1)		\$ 5.89
4 Year Cummulative Awards 2019 Value		\$ 8,745,252

#### VetraSpec

Total Assistance Granted By Applicants Township		
Township	Monthly Total	YTD Total
Alden	\$ -	\$ -
Algonquin	\$ 1,395.04	\$ 2,557.04
Burton	\$ -	\$ -
Chemung	\$ 729.99	\$ 1,250.62
Coral	\$ -	\$ -
Dorr	\$ -	\$ -
Dunham	\$ -	\$ -
Grafton	\$ 300.00	\$ 900.00
Greenwood	\$ -	\$ -
Hartland	\$ -	\$ -
Hebron	\$ 664.80	\$ 2,787.42
Marengo	\$ -	\$ -
McHenry	\$ 162.00	\$ 162.00
Nunda	\$ 452.08	\$ 892.58
Richmond	\$ 502.00	\$ 1,506.00
Riley	\$ -	\$ -
Seneca	\$ -	\$ -
<b>Totals</b>	<b>\$ 4,205.91</b>	<b>\$ 10,055.66</b>
<b>Total Townships</b>	<b>7</b>	<b>7</b>

Total Townships

#### VAC Lovell FHCC Transportation Service

VA Hospital Applications Year to Date

17

	Month	Annual
Miles	2115	4917
Passengers	152	522
Driver Cost	\$ 2,832.97	\$ 9,939.86
Dispatch-Adm	\$ 2,268.73	\$ 6,806.19
Vehicle Cost	\$ 535.19	\$ 2,195.99
<b>Total</b>	<b>\$ 5,636.88</b>	<b>\$ 18,942.04</b>
Cost per Rider	\$ 37.08	\$ 36.29
Goal Cost per Rider is <	<b>\$ 35.00</b>	
Bus Fund	\$ 8,377.10	

# Superintendents March 2019 Financial Report

## Year to Date

Personnel					25.00%		
Line No.	Line Item	Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
301010	Salaries	\$ 215,130.00	\$ 51,714.92	\$ 163,415.08	24.0%	76.0%	\$ 206,859.68
302010	Part Time	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
302510	Holiday Pay	\$ 11,323.00	\$ 1,658.73	\$ 9,664.27	14.6%	85.4%	\$ 6,634.92
303010	Per Diem	\$ 50,000.00	\$ 7,791.00	\$ 42,209.00	15.6%	84.4%	\$ 31,164.00
304010	Over Time Salaries	\$ 750.00	\$ -	\$ 750.00	0.0%	100.0%	\$ -
305010	Merit Pool	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
310010	Uniform All.	\$ 350.00	\$ -	\$ 350.00	0.0%	100.0%	\$ -
310510	Social Security	\$ 17,598.00	\$ 3,671.82	\$ 13,926.18	20.9%	79.1%	\$ 14,687.28
310610	Medicare	\$ 4,116.00	\$ 828.72	\$ 3,287.28	20.1%	79.9%	\$ 3,314.88
311010	IMRF	\$ 17,998.00	\$ 4,507.62	\$ 13,490.38	25.0%	75.0%	\$ 18,030.48
314610	Health Insurance	\$ 37,584.00	\$ 18,791.64	\$ 18,792.36	50.0%	50.0%	\$ 75,166.56
<b>Personnel</b>		<b>\$ 354,849.00</b>	<b>\$ 88,964.45</b>	<b>\$ 265,884.55</b>	<b>25.07%</b>	<b>74.93%</b>	<b>\$ 355,857.80</b>
Contractual & Assistance		Budgeted	Expended	Remaining	% Exp.	% Rem.	
400100	Contract Service	\$ 3,750.00	\$ 699.00	\$ 3,051.00	18.6%	81.4%	\$ 2,796.00
400500	Dues/Memberships	\$ 1,000.00	\$ 330.00	\$ 670.00	33.0%	67.0%	\$ 1,320.00
400600	Training	\$ 2,000.00	\$ 445.00	\$ 1,555.00	22.3%	77.8%	\$ 1,780.00
400800	Subscriptions	\$ 250.00	\$ 174.20	\$ 75.80	69.7%	30.3%	\$ 696.80
402300	Professional Services	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
403034	Specific Insurance	\$ 11,000.00	\$ 2,870.00	\$ 8,130.00	26.1%	73.9%	\$ 11,480.00
403050	Directors Insurance	\$ 5,500.00	\$ 5,230.00	\$ 270.00	95.1%	4.9%	\$ 20,920.00
404915	PreEmp Physical	\$ 700.00	\$ -	\$ 700.00	0.0%	100.0%	\$ -
405500	Contract Printing	\$ 2,500.00	\$ -	\$ 2,500.00	0.0%	100.0%	\$ -
406000	Legal Note/Adv.	\$ 3,000.00	\$ -	\$ 3,000.00	0.0%	100.0%	\$ -
409600	Telecommunications	\$ 1,250.00	\$ 160.95	\$ 1,089.05	12.9%	87.1%	\$ 643.80
420000	Veterans Assistance	\$ 180,000.00	\$ 10,666.06	\$ 169,333.94	5.9%	94.1%	\$ 42,664.24
420010	Vets Asst - Emergency	\$ 17,500.00	\$ -	\$ 17,500.00	0.0%	100.0%	\$ -
420020	Vets Asst - Shelter	\$ 102,000.00	\$ 6,396.20	\$ 95,603.80	6.3%	93.7%	\$ 25,584.80
420025	Vets Asst - Indp Living	\$ 13,700.00	\$ 1,630.26	\$ 12,069.74	11.9%	88.1%	\$ 6,521.04
420030	Vets Asst - Electric	\$ 14,200.00	\$ 192.92	\$ 14,007.08	1.4%	98.6%	\$ 771.68
420031	Vets Asst - Heat	\$ 9,200.00	\$ 518.89	\$ 8,681.11	5.6%	94.4%	\$ 2,075.56
420032	Vets Asst - Telephone	\$ 2,200.00	\$ 119.85	\$ 2,080.15	5.4%	94.6%	\$ 479.40
420033	Vets Asst - Trash	\$ 1,250.00	\$ 209.47	\$ 1,040.53	16.8%	83.2%	\$ 837.88
420034	Vets Asst - Water/Sewer	\$ 7,800.00	\$ 713.07	\$ 7,086.93	9.1%	90.9%	\$ 2,852.28
420040	Vets Asst - Gasoline	\$ 500.00	\$ -	\$ 500.00	0.0%	100.0%	\$ -
420041	Vets Asst - Transportation	\$ 4,200.00	\$ 385.40	\$ 3,814.60	9.2%	90.8%	\$ 1,541.60
420045	Vets Asst - Food	\$ 7,450.00	\$ 500.00	\$ 6,950.00	6.7%	93.3%	\$ 2,000.00
424800	Medical Service	\$ 700.00	\$ 235.00	\$ 465.00	33.6%	66.4%	\$ 940.00
430600	Vehicle Maint	\$ 7,500.00	\$ 840.09	\$ 6,659.91	11.2%	88.8%	\$ 3,360.36
432100	Software Support	\$ 1,800.00	\$ -	\$ 1,800.00	0.0%	100.0%	\$ -
437000	Legal Services	\$ 1,000.00	\$ -	\$ 1,000.00	0.0%	100.0%	\$ -
<b>Contractual</b>		<b>\$ 221,950.00</b>	<b>\$ 21,650.30</b>	<b>\$ 200,299.70</b>	<b>9.75%</b>	<b>90.25%</b>	<b>\$ 86,601.20</b>
Supplies & Equipment		Budgeted	Expended	Remaining	% Exp.	% Rem.	
501000	Office Supplies	\$ 1,200.00	\$ 177.29	\$ 1,022.71	14.8%	85.2%	\$ 709.16
501010	Promotional Items	\$ 1,500.00	\$ -	\$ 1,500.00	0.0%	100.0%	\$ -
504000	Mileage	\$ 2,500.00	\$ 78.18	\$ 2,421.82	3.1%	96.9%	\$ 312.72
505000	Meeting Expense	\$ 8,500.00	\$ 481.81	\$ 8,018.19	5.7%	94.3%	\$ 1,927.24
511400	Office Equipment	\$ 700.00	\$ -	\$ 700.00	0.0%	100.0%	\$ -
512000	Computer Software	\$ 500.00	\$ -	\$ 500.00	0.0%	100.0%	\$ -
516000	Fuel, Oil, Grease	\$ 5,000.00	\$ 955.90	\$ 4,044.10	19.1%	80.9%	\$ 3,823.60
521000	Publications	\$ 150.00	\$ -	\$ 150.00	0.0%	100.0%	\$ -
525100	Promotional Events	\$ 1,250.00	\$ 750.00	\$ 500.00	60%	40%	\$ 3,000.00
<b>Equipment</b>		<b>\$ 21,300.00</b>	<b>\$ 2,443.18</b>	<b>\$ 18,856.82</b>	<b>11.47%</b>	<b>88.53%</b>	<b>\$ 9,772.72</b>
Other		Budgeted	Expended	Remaining	% Exp.	% Rem.	
602000	Vehicle	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
681000	Fund Bal. Enhancement	\$ 810.00	\$ -	\$ 810.00	0.0%	100.0%	\$ -
<b>Totals</b>		<b>\$ 598,909.00</b>	<b>\$ 113,057.93</b>	<b>\$ 485,851.07</b>	<b>18.88%</b>	<b>81.12%</b>	<b>\$ 452,231.72</b>

## February 2019 Reconciliation

Assistance Worksheet	\$4,291.11
Less	
Volunteer / Taxi Transportation	\$ (85.20)
	\$ -
February 4200 VetraSpec	\$4,205.91
Awaiting Payment at Month End	C2575-25 \$ 360.00
	\$1,302.50