

McHenry County Veterans Assistance Commission

Minutes of the General Meeting

15 May 2019

Chairman, Joseph Kersten called the meeting of the Veterans Assistance Commission to order at 1919 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)

| | | | |
|----------------------------------|-------------------|--------------------------|--------------------|
| Chairman | Joseph Kersten | Sr. Vice Chairman | Excused |
| Jr. Vice Chairman | Frank Steckleberg | | |
| Judge Advocate | Harry Van Beetz | Sergeant At Arms | Excused |
| McHenry County Board Rep. | Tom Wilbeck | Parliamentarian* | Harry Van Beetz |
| Chaplain* | Eugene Boxlietner | IACVAC Delegate* | Excused |
| 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 checked="" type="checkbox"/> Alt <input type="checkbox"/> | #253 Richmond Del <input checked="" 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"/> |
| Veterans Of Foreign Wars | #4600 McHenry Del <input checked="" type="checkbox"/> Alt <input type="checkbox"/> | #5040 Woodstock Del <input checked="" 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 checked="" 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 | Mr. Don Curfman, McHenry County College Veteran Student Liaison. 2. Mr. James Revenaugh, MCC Student Veteran Association President, | |

Officers Remarks:

There were no officer's remarks.

Routine Reports:

The April Minutes: Copies of the April minutes were made available to all delegates and alternates. The motion to accept the April minutes as presented was made by Eugene Boxlietner (A.L. Marengo Post #192) and seconded by Don Stage (AMVETS Woodstock Post #269). The motion was passed by unanimous vote.

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

The VAC Office addressed 15 requests for financial assistance to 13 unique clients for a total of \$5,062.27 in Veterans Assistance during April. The office submitted 39 new Claims to the US Department of Veterans Affairs during April. Year to Date the VAC has successfully prosecuted 55 outstanding claims for a total benefit to our local veterans of \$1,005,918. This equates to \$5.35 coming back to our veterans for each VAC budget dollar spent. The VAC used 31.40% of the allotted funds in the VAC budget up through April. This is less than the 41.67% allotted in the VAC budget up through April. The allotted budget is \$598,909.00 and the 2018 tax levy was \$400,000.00. The VAC may need to draw up to \$51,336.08 from the reserve fund as the projected budget usage may exceed the \$400,000.00 tax levy by that amount. Lee Totman (MCL Post #1009) made the motion to accept the April VAC financial reports as read. John Widmayer (VFW Woodstock Post #5400) seconded the motion. The motion was passed by unanimous vote.

Public Participation:

Mr. Don Curfman (MCC Veteran Student Liaison) reported that McHenry County College is erecting new classrooms and a new welcoming center. 22 veterans graduated with degrees. The construction around the campus is expected to be done by August. MCC was awarded a Bronze level award plaque in recognition of being a veteran friendly school. This reputation is attracting veterans from outside McHenry County. The summer semester began on Monday, May 20th, 2019. The upcoming VA Veteran Benefits Town Hall Meeting is scheduled to occur on September 18th, 2019.

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 VAC General Meeting.

Public Relations Committee: No report.

Report of IACVAC Delegates: No report.

Superintendents Report:

- 1) The Superintendent has been invited to attend a seminar in Springfield, Illinois during November, to teach on what VAC's do.

Chairman Joe Kersten opened the floor to Old Business.

- 1) The McHenry County Board has not acted on the VAC Compensation Study.
- 2) The VAC Office is now looking for replacing VSO Officers who left the office.
- 3) The VAC Office is still dealing with the issues concerning the totaled VAC van. County Administration is demanding that information above and beyond that provided to Pace Bus and the McHenry County Highway Department before the insurance funds are released to purchase a replacement vehicle.

Chairman Joe Kersten opened the floor to New Business:

- 1) The VAC Office is considering on sending “VA Updates” to the posts with websites to help veterans get VA information and to aid the posts to host VA Outreach Forums.
- 2) The VAC Office is proposing to work with IT Contractor to adapt VA forms to make it easier to use online VA forms and to train people to use them.
- 3) The VA has changed the VA Pension process affecting veteran families who apply for Medicaid benefits on surviving spouses.
- 4) The IDVA is looking at a proposal of having their VSO personnel work in the county VAC offices.

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

Don Stage reported the Lake Julian area is setting up a Field of Honor to honor veterans who died while serving in Iraq and in Afghanistan. The site will be set up on May 24th, 2019 and open on Memorial Day, This Field of Honor will honor 330 war dead.

The Benediction: Chaplain, Eugene Boxlietner gave the Benediction.

The Colors were saluted.

Chairman, Joseph Kersten adjourned the meeting at 2100 Hours.

Respectfully Submitted,

Michael F Wisniewski

Michael F. Wisniewski

(Electronically Signed)

Superintendents May 2019 Financial Report

Financial Report Highlights for the Month of April 2019

Veterans Assistance Expenditures

Worksheet

| | Month | | Year To Date | |
|-----------------------|----------------------|-----------|----------------------|------------|
| | Financial Granted | Requests | Financial Granted | Requests |
| Emergency Shelter | \$ - | 0 | \$ - | 0 |
| Indp Living | \$ 4,234.46 | 9 | \$ 13,626.37 | 32 |
| Utilities | \$ 827.81 | 6 | \$ 3,108.84 | 37 |
| Gasoline | \$ - | 0 | \$ - | 0 |
| Transportation | \$ - | 0 | \$ 585.40 | 45 |
| Food | \$ - | 0 | \$ 375.00 | 15 |
| Total | \$ 5,062.27 | 15 | \$ 19,685.87 | 166 |
| Total Requests Denied | | 1 | | 2 |
| Total Requests | | 16 | | 168 |
| Unique Clients | | 13 | | 55 |

| | Month | | Year to Date | |
|----------------------|----------------------|----------|----------------------|-----------|
| | Financial Granted | Requests | Financial Granted | Requests |
| Electric | \$ 132.05 | 2 | \$ 457.71 | 8 |
| Gas Heat | \$ 573.99 | 2 | \$ 1,263.31 | 10 |
| Phone | \$ 40.00 | 1 | \$ 199.85 | 5 |
| Trash | \$ - | 0 | \$ 270.09 | 5 |
| Water / Sewer | \$ 81.77 | 1 | \$ 917.88 | 9 |
| Total Utility | \$ 827.81 | 6 | \$ 3,108.84 | 37 |

Utilities Granted

| Month | Year to Date |
|--------------|---------------|
| \$ 35,992.92 | \$ 188,056.70 |

| Total Expenditures | |
|-----------------------------|-----------------------|
| Month | Year to Date |
| Projected Annual | \$ 451,336.08 |
| Less: Funded by Levy | \$ 400,000.00 |
| Projected Reserve Add (Use) | \$ (51,336.08) |

| Total Assistance Granted By Applicants Township | | |
|---|--------------------|---------------------|
| Township | Monthly Total | YTD Total |
| Alden | \$ - | \$ - |
| Algonquin | \$ 3,039.50 | \$ 7,747.02 |
| Burton | \$ - | \$ - |
| Chemung | \$ 186.17 | \$ 2,121.50 |
| Coral | \$ - | \$ - |
| Dorr | \$ - | \$ - |
| Dunham | \$ - | \$ - |
| Grafton | \$ 306.50 | \$ 1,441.50 |
| Greenwood | \$ - | \$ - |
| Hartland | \$ - | \$ - |
| Hebron | \$ - | \$ 3,197.42 |
| Marengo | \$ 0.00 | \$ - |
| McHenry | \$ - | \$ 162.00 |
| Nunda | \$ 514.00 | \$ 1,406.58 |
| Richmond | \$ 514.00 | \$ 2,522.00 |
| Riley | \$ - | \$ - |
| Seneca | \$ - | \$ - |
| Totals | \$ 4,560.17 | \$ 18,598.02 |
| Total Townships | 6 | 7 |

VA Disability and Pension Claims

| | Month | Year to Date |
|---|-------|---------------------|
| New VA Claims | 39 | 173 |
| VA Paperwork Processed | 325 | 1438 |
| VA Claims Awarded 2019 | | 55 |
| New Claims \$\$ Awarded 2019 | | \$ 1,005,918 |
| VA Award Ratio to VAC Total Expense (per \$1) | | \$ 5.35 |
| 4 Year Cummulative Awards 2019 Value | | \$ 9,085,306 |

VAC Lovell FHCC Transportation Service

VA Hospital Applications Year to Date 30

| | Month | Annual |
|--------------------------|--------------------|---------------------|
| Miles | 2463 | 9556 |
| Passengers | 220 | 921 |
| Driver Cost | \$ 3,238.46 | \$ 16,848.35 |
| Dispatch-Adm | \$ 2,280.64 | \$ 11,403.22 |
| Vehicle Cost | \$ 1.00 | \$ 4,267.34 |
| Total | \$ 5,520.10 | \$ 32,518.91 |
| Cost per Rider | \$ 25.09 | \$ 35.31 |
| Goal Cost per Rider is < | \$ 35.00 | |
| Bus Fund | \$ 12,066.38 | |

Superintendents May 2019 Financial Report

Year to Date

| Personnel | | | | | 41.67% | | |
|--------------------------|----------------------------|----------------------|----------------------|----------------------|---------------|---------------|----------------------|
| Line No. | Line Item | Budgeted | Expended | Remaining | % Exp. | % Rem. | Projected |
| 301010 | Salaries | \$ 215,130.00 | \$ 86,943.10 | \$ 128,186.90 | 40.4% | 59.6% | \$ 208,663.44 |
| 302010 | Part Time | \$ 0.00 | \$ - | \$ 0.00 | 0.0% | 100.0% | \$ - |
| 302510 | Holiday Pay | \$ 11,323.00 | \$ 2,381.08 | \$ 8,941.92 | 21.0% | 79.0% | \$ 5,714.59 |
| 303010 | Per Diem | \$ 50,000.00 | \$ 13,205.97 | \$ 36,794.03 | 26.4% | 73.6% | \$ 31,694.33 |
| 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 | \$ 6,150.13 | \$ 11,447.87 | 34.9% | 65.1% | \$ 14,760.31 |
| 310610 | Medicare | \$ 4,116.00 | \$ 1,401.37 | \$ 2,714.63 | 34.0% | 66.0% | \$ 3,363.29 |
| 311010 | IMRF | \$ 17,998.00 | \$ 7,292.94 | \$ 10,705.06 | 40.5% | 59.5% | \$ 17,503.06 |
| 314610 | Health Insurance | \$ 37,584.00 | \$ 31,319.40 | \$ 6,264.60 | 83.3% | 16.7% | \$ 75,166.56 |
| Personnel | | \$ 354,849.00 | \$ 148,693.99 | \$ 206,155.01 | 41.90% | 58.10% | \$ 356,865.58 |
| Contractual & Assistance | | Budgeted | Expended | Remaining | % Exp. | % Rem. | |
| 400100 | Contract Service | \$ 3,750.00 | \$ 699.00 | \$ 3,051.00 | 18.6% | 81.4% | \$ 1,677.60 |
| 400500 | Dues/Memberships | \$ 1,000.00 | \$ 670.00 | \$ 330.00 | 67.0% | 33.0% | \$ 1,608.00 |
| 400600 | Training | \$ 2,000.00 | \$ 1,145.00 | \$ 855.00 | 57.3% | 42.8% | \$ 2,748.00 |
| 400800 | Subscriptions | \$ 250.00 | \$ 174.20 | \$ 75.80 | 69.7% | 30.3% | \$ 418.08 |
| 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% | \$ 6,888.00 |
| 403050 | Directors Insurance | \$ 5,500.00 | \$ 5,230.00 | \$ 270.00 | 95.1% | 4.9% | \$ 12,552.00 |
| 404915 | PreEmp Physical | \$ 700.00 | \$ - | \$ 700.00 | 0.0% | 100.0% | \$ - |
| 405500 | Contract Printing | \$ 2,500.00 | \$ 50.00 | \$ 2,450.00 | 2.0% | 98.0% | \$ 120.00 |
| 406000 | Legal Note/Adv. | \$ 3,000.00 | \$ - | \$ 3,000.00 | 0.0% | 100.0% | \$ - |
| 409600 | Telecommunications | \$ 1,250.00 | \$ 327.82 | \$ 922.18 | 26.2% | 73.8% | \$ 786.77 |
| 420000 | Veterans Assistance | \$ 180,000.00 | \$ 19,910.52 | \$ 160,089.48 | 11.1% | 88.9% | \$ 47,785.25 |
| 420010 | Vets Asst - Emergency | \$ 17,500.00 | \$ - | \$ 17,500.00 | 0.0% | 100.0% | \$ - |
| 420020 | Vets Asst - Shelter | \$ 102,000.00 | \$ 13,626.37 | \$ 88,373.63 | 13.4% | 86.6% | \$ 32,703.29 |
| 420025 | Vets Asst - Indp Living | \$ 13,700.00 | \$ 1,990.26 | \$ 11,709.74 | 14.5% | 85.5% | \$ 4,776.62 |
| 420030 | Vets Asst - Electric | \$ 14,200.00 | \$ 457.71 | \$ 13,742.29 | 3.2% | 96.8% | \$ 1,098.50 |
| 420031 | Vets Asst - Heat | \$ 9,200.00 | \$ 1,263.31 | \$ 7,936.69 | 13.7% | 86.3% | \$ 3,031.94 |
| 420032 | Vets Asst - Telephone | \$ 2,200.00 | \$ 199.85 | \$ 2,000.15 | 9.1% | 90.9% | \$ 479.64 |
| 420033 | Vets Asst - Trash | \$ 1,250.00 | \$ 269.74 | \$ 980.26 | 21.6% | 78.4% | \$ 647.38 |
| 420034 | Vets Asst - Water/Sewer | \$ 7,800.00 | \$ 917.88 | \$ 6,882.12 | 11.8% | 88.2% | \$ 2,202.91 |
| 420040 | Vets Asst - Gasoline | \$ 500.00 | \$ - | \$ 500.00 | 0.0% | 100.0% | \$ - |
| 420041 | Vets Asst - Transportation | \$ 4,200.00 | \$ 585.40 | \$ 3,614.60 | 13.9% | 86.1% | \$ 1,404.96 |
| 420045 | Vets Asst - Food | \$ 7,450.00 | \$ 600.00 | \$ 6,850.00 | 8.1% | 91.9% | \$ 1,440.00 |
| 424800 | Medical Service | \$ 700.00 | \$ 235.00 | \$ 465.00 | 33.6% | 66.4% | \$ 564.00 |
| 430600 | Vehicle Maint | \$ 7,500.00 | \$ 2,391.39 | \$ 5,108.61 | 31.9% | 68.1% | \$ 5,739.34 |
| 432100 | Software Support | \$ 1,800.00 | \$ - | \$ 1,800.00 | 0.0% | 100.0% | \$ - |
| 437000 | Legal Svcses | \$ 1,000.00 | \$ 498.75 | \$ 501.25 | 49.9% | 50.1% | \$ 1,197.00 |
| Contractual | | \$ 221,950.00 | \$ 33,702.93 | \$ 187,748.32 | 15.18% | 84.59% | \$ 80,887.03 |
| Supplies & Equipment | | Budgeted | Expended | Remaining | % Exp. | % Rem. | |
| 501000 | Office Supplies | \$ 1,200.00 | \$ 465.40 | \$ 734.60 | 38.8% | 61.2% | \$ 1,116.96 |
| 501010 | Promotional Items | \$ 1,500.00 | \$ - | \$ 1,500.00 | 0.0% | 100.0% | \$ - |
| 504000 | Mileage | \$ 2,500.00 | \$ 866.24 | \$ 1,633.76 | 34.6% | 65.4% | \$ 2,078.98 |
| 505000 | Meeting Expense | \$ 8,500.00 | \$ 1,005.12 | \$ 7,494.88 | 11.8% | 88.2% | \$ 2,412.29 |
| 511400 | Office Equipment | \$ 700.00 | \$ 1,097.07 | \$ (397.07) | 156.7% | -56.7% | \$ 2,632.97 |
| 512000 | Computer Software | \$ 500.00 | \$ - | \$ 500.00 | 0.0% | 100.0% | \$ - |
| 516000 | Fuel, Oil, Grease | \$ 5,000.00 | \$ 1,475.95 | \$ 3,524.05 | 29.5% | 70.5% | \$ 3,542.28 |
| 521000 | Publications | \$ 150.00 | \$ - | \$ 150.00 | 0.0% | 100.0% | \$ - |
| 525100 | Promotional Events | \$ 1,250.00 | \$ 750.00 | \$ 500.00 | 60% | 40% | \$ 1,800.00 |
| Equipment | | \$ 21,300.00 | \$ 5,659.78 | \$ 15,640.22 | 26.57% | 73.43% | \$ 13,583.47 |
| 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% | \$ - |
| Totals | | \$ 598,909.00 | \$ 188,056.70 | \$ 410,353.55 | 31.40% | 68.52% | \$ 451,336.08 |

April 2019 Reconciliation

| | | | | |
|----------------------|--|----------|-------------|-------------|
| April Auditor * | | | | \$ 5,062.17 |
| Less | | | | |
| March Assistance | | K9645-20 | \$ (502.00) | |
| | | | \$ - | \$ (502.00) |
| April 4200 VetraSpec | | | | \$ 4,560.17 |
| | | | | |
| Awaiting Payment | | | \$ - | |
| | | B1737-20 | \$ 513.69 | |