

# McHenry County Veterans Assistance Commission

## Minutes of the General Meeting

### Friday 19 June 2020

**Chairman, Joseph Kersten** called the meeting of the Veterans Assistance Commission to order at 1330 hours. The meeting was conducted by Video/Phone conference.

Secretary, Michael Wisniewski **called the roll.** A quorum of officers and a quorum delegates and alternates from 9 Posts were present.

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

<b>Chairman</b>	Joseph Kersten	<b>Sr. Vice Chairman</b>	Patrick Conley
<b>Jr. Vice Chairman</b>	Frank Steckelberg	<b>Sergeant At Arms</b>	Jim Koch
<b>Judge Advocate</b>	Charlie Chapman	<b>Secretary*</b>	Michael Wisniewski
<b>Treasurer</b>	John Widmayer	<b>Chaplain*</b>	excused
<b>Paramentarian*</b>	Charlie Chapman	<b>IACVAC Delegate*</b>	Patrick Conley
<b>McHenry County Board Rep.</b>	Tom Wilbeck	<b>IACVAC Alternate*</b>	Don Smolinski

#### Posts Represented:

<b>American Legion</b>	<b>#119 Fox River Grove</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>#171 Crystal Lake</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
	<b>#192 Marengo</b> Del <input 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 checked="" 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 checked="" type="checkbox"/>
	<b>#1231 Lake In the Hills</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>Cooties Put Tent #79</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
<b>AMVETS</b>	<b>#245 Cary-Grove</b> Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>#269 Woodstock</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
<b>Veterans Of Foreign Wars</b>	<b>#4600 McHenry</b> Del <input checked="" type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>#5040 Woodstock</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
	<b>#12014 Crystal Lake</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>#11496 Johnsburg</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>
<b>Marine Corps League</b> Del <input type="checkbox"/> Alt <input type="checkbox"/>	<b>Polish Legion</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>	<b>Student Veterans Of America</b> Del <input type="checkbox"/> Alt <input checked="" type="checkbox"/>
<b>Guests</b>	<ol style="list-style-type: none"> <li>1. Laura Franz – Executive Director TLS Veterans</li> <li>2. Jane Dorfner – VSO II VAC</li> <li>3. Victor Samoza -- VSO III VAC</li> </ol>	

**Officers Remarks:** Chairman Joe Kersten expressed thanks for the hard work done by VAC staff during this national health emergency. He also welcomed the Association Members who logged on to the meetings.

#### **Routine Reports:**

**The 22 May 2020 Minutes:** Copies of the May minutes were made available by distribution to all delegates and alternates. The motion to accept the May minutes as presented and corrected was made by John

Widmayer (Woodstock VFW Post #5040) and seconded by John Frank Steckelberg (AMVETS Post #245). The motion was passed by unanimous vote. Correction: Don Smolenski is the delegate from the Huntley A.L Post #673.

**VAC May Superintendents Financial Report:** Copies of the May Superintendents financial report had been provided by distribution to all delegates and alternates. The VAC Office addressed 26 requests for financial assistance to 10 unique clients for \$3,807.27 in Veterans Assistance during May. The VAC Office submitted 5 new claims to the U. S. Department of Veterans Affairs during May. Year to date the VAC Office has successfully prosecuted 94 outstanding claims for a total of \$1,700,990. This figure equates to \$7.72 coming back to local veterans from the VA for every VAC budget dollar spent The VAC used 36.98% of the allotted budget of \$595,531.00. The 2020 tax levy was \$325,000.00 and the VAC may have to draw \$115,513.18 from the VAC reserve fund. Leaving a reserve balance of \$172,105.36. The VAC will likely to draw from the VAC reserve fund as the operating expenses will exceed the 2020 VAC tax levy by that amount. The VAC is allotted 50,% so the VAC Office is still being frugal at 36.98%.The VAC transportation expenses were minimal since the quarantine in effect had shut down the use of the VAC vehicles to transport clients to the VA health network. The VAC Bus balance is at \$13,561.34. Don Smolenski (A.L. Post #673) made the motion to accept the May report, Charlie Chapman (VFW Post #4600) seconded the motion. A unanimous vote passed the motion.

**Public Participation:**

1. Laura Franz (TLS Veteran) and Jane Dorfner and Victor Somoza (VAC) attended the meeting.

**Correspondence:**

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:* The IACVAC Board of Directors are setting up an account for legal services to be used by the Lake County VAC Office in legal matters.

*Superintendents Report:*

The planned continuing education seminars that are required to train the VAC VSO staff has temporarily stopped due to course cancellations due to the statewide quarantine. The IACVAC still plans to conduct a seminar sometime in October, 2020.

The VAC Superintendent has posted a FY19 VA Summary of Expenditure by State. A brief summary of this report tells that the McHenry County VAC rated above average in winning a number of VA benefits to our local veterans in several categories that are above average in state and national compensation awards. The VA awards include VA Compensation and Pension (Up 21.23%), Average change of total VA expenditure (Up 13.39%).

**VAC Staff Issues:** The VAC VSO staff are dealing with issues caused by other agencies who advice veteran clients to file yearly VA disability claims in order to be awarded increased VA disability award percentages. This practice causes the following+ Extra workload by both the VAC VSO staff in filing the VA disability claims resulting extra work by the VA caseworkers in reviewing and deciding on any action needed to settle the claim such as VA medical exams of the client and VA Board decisions on the case. This could result in a partial loss in VA disability to the client!

The Superintendent wishes to thank the following posts in providing informative spots about available VAC

services to local veterans: PLAV Post #188 of McHenry, A.L. Post #673 of Huntley, and VFW Post #5040 of Woodstock.

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

- 1) VAC Legal Issues Update. Commission Member, Don Smolenski contacted the McHenry county board on the issue of the issue of the VAC Superintendent compensation issues via Mr. Hartman (County Board Member). Mr. Hartman has the original documents on the VAC Superintendent compensation issue and had talked with a third party, who recommended that the county board commission is ready to propose the VAC Superintendent compensation study and vote to allow the VAC Superintendent to be paid IAW the study. Mr. Hartman recommends that the VAC Commission to accept the third proposal in time for the following county board committees (Human Relations, and the McHenry County Board). Frank Steckelberg (AMVETS Post #245) made the motion that the Commission accept the third proposal in settling the VAC Superintendent compensation issues in the form of a formal resolution. Patrick Conley (A.L. Post # 673) seconded the motion. The discussion was why the Commission is wasting time on this matter by forcing the body to submit another resolution instead of settling the issue. The motion was passed by unanimous vote.
- 2) Compensation Follow up: The VAC Superintendent compensation would closely follow the salary recommendations in the county Archer study. If this pay proposal (Commission Resolution III) is actually voted into law by the McHenry County Board, the Superintendent will be able to provide VAC staff pay raises in line with their job titles IAW McHenry County HR standards. The VAC budget proposal for the upcoming fiscal year will require substantial adjustments to the VAC staff compensation line items.
- 3) Transportation: The VA Healthcare system is planning to return to “normal” operations on or about 29 June. This means that the VAC transportation network will need to prepare to operate. The following changes will occur: The VAC minivans will transport a single passenger; the Pace buses can accommodate three riders each; All riders will wear face masks; All drivers will have sneeze guards around the driver’s seat; all VAC vehicles will be sanitized after each trip.
- 4) Please remember VAC Driver, Roy Allsup in our prayers. He has transferred to the “post Everlasting” after assisting fellow veterans after he was discharged from the military.

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

1. The 2021 Budget: The preliminary VAC budget proposal was presented to the Commission for review. This bare bones budget follows the 2020 budget for the most part. Don Smolenski (A.L. Post # 673) made the motion to accept the 2021 VAC budget proposal as presented. Frank Steckelberg (AMVETS Post #245) seconded the motion. The motion was passed by unanimous vote.
2. On the Public Health & Community Service front, the office will participate in a meeting with the McHenry Public Services to give a report on VAC Office activities to assist veteran clients during the quarantine.

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

1. Chairman, Joe Kersten thanked the Commission on the business accomplished at this meeting and (mostly) working through the teleconferencing glitches.

**The Benediction:** Acting Chaplain, Frank Steckelberg (AMVETS 245) presented the Benediction.

Chairman, Joseph Kersten adjourned the meeting at 1497 Hours.

Respectfully Submitted,

*Michael F. Wisniewski*

**Michael F. Wisniewski**

*(Electronically Signature)*

# Superintendents Financial / Transportation Report May

## Financial Report Highlights for the Month of May 2020

### Veterans Assistance Expenditures

Assistance Worksheet

	Month		Year To Date	
	Financial Granted	Requests	Financial Granted	Requests
Emergency	\$ -	0	\$ 1,045.00	1
Shelter	\$ 1,128.39	5	\$ 14,482.09	39
Indp Living	\$ 1,884.50	2	\$ 4,948.31	56
Utilities	\$ 710.98	9	\$ 4,948.31	56
Gasoline	\$ -	0	\$ -	0
Transportation	\$ 83.40	9	\$ 252.12	39
Food	\$ -	1	\$ 238.19	11
<b>Total</b>	<b>\$ 3,807.27</b>	<b>26</b>	<b>\$ 25,914.02</b>	<b>202</b>
Total Requests Denied		1		11
Total Requests		27		213
Unique Clients		10		74

### Utilities Granted

	Month		Year to Date	
	Financial Granted	Requests	Financial Granted	Requests
Electric	\$ 321.05	4	\$ 2,265.50	26
Gas Heat	\$ 248.23	3	\$ 1,164.64	15
Phone	\$ 40.00	1	\$ 120.00	3
Trash	\$ -	0	\$ 193.06	3
Water / Sewer	\$ 101.70	1	\$ 1,205.11	9
<b>Total Utility</b>	<b>\$ 710.98</b>	<b>9</b>	<b>\$ 4,948.31</b>	<b>56</b>

### Total Expenditures

Month	Year to Date
\$ 41,262.29	\$ 220,256.59

Projected Annual	\$ 440,513.18
Less: Funded by Levy	\$ 325,000.00
Projected Reserve Add (Use)	\$ (115,513.18)
Projected Reserve Fund Balance	\$ 172,105.36

### VA Disability and Pension Claims

	Month	Year to Date
New VA Claims	5	157
VA Paperwork Processed	52	1319
VA Claims Awarded 2020		94
New Claims \$\$ Awarded 2020		\$ 1,700,990
VA Award Ratio to VAC Total Expense (per \$1)		\$ 7.72
4 Year Cummulative Awards 2020 Value		\$ 10,753,756

VetraSpec

Total Assistance Granted By Applicants Township		
Township	Monthly Total	YTD Total
Alden	\$ -	\$ -
Algonquin	\$ 1,188.72	\$ 9,078.45
Burton	\$ -	\$ -
Chemung	\$ 167.89	\$ 1,572.28
Coral	\$ -	\$ -
Dorr	\$ 1,879.00	\$ 9,379.30
Dunham	\$ -	\$ -
Grafton	\$ -	\$ 943.17
Greenwood	\$ -	\$ -
Hartland	\$ -	\$ -
Hebron	\$ -	\$ 829.04
Marengo	\$ 513.26	\$ 1,077.26
McHenry	\$ 0.00	\$ 3,601.79
Nunda	\$ -	\$ 0.00
Richmond	\$ -	\$ -
Riley	\$ -	\$ -
Seneca	\$ -	\$ -
<b>Totals</b>	<b>\$ 3,748.87</b>	<b>\$ 26,481.29</b>
<b>Total Townships</b>	<b>5</b>	<b>8</b>

### VAC Lovell FHCC Transportation Service

VA Hospital Applications Year to Date 20

	Month	Annual
Miles	0	8872
Passengers	0	661
Driver Cost	\$ 243.76	\$ 17,198.19
Admin Cost	\$ 10,084.71	\$ 60,508.24
Vehicle Cost	\$ 206.24	\$ 3,862.30
<b>Total</b>	<b>\$ 10,534.70</b>	<b>\$ 81,568.73</b>
Cost per Rider	\$ -	\$ 123.40
Goal Cost per Rider is <	\$ 35.00	
Bus Fund	\$ 13,561.34	

# Superintendents Financial / Transportation Report May

## Year To Date

Personnel					50.00%		
Line No.	Line Item	Budgeted	Expended	Remaining	% Exp.	% Rem.	Projected
301010	Salaries	\$ 220,741.00	\$ 116,879.86	\$ 103,861.14	52.9%	47.1%	\$ 233,759.72
302010	Part Time	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
302510	Holiday Pay	\$ 11,618.00	\$ 3,031.80	\$ 8,586.20	26.1%	73.9%	\$ 6,063.60
303010	Per Diem	\$ 55,000.00	\$ 13,480.18	\$ 41,519.82	24.5%	75.5%	\$ 26,960.36
304010	Over Time Salaries	\$ 1,100.00	\$ -	\$ 1,100.00	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	\$ 25,519.00	\$ 7,985.73	\$ 17,533.27	31.3%	68.7%	\$ 15,971.46
310610	Medicare	\$ 4,332.00	\$ 1,867.62	\$ 2,464.38	43.1%	56.9%	\$ 3,735.24
311010	IMRF	\$ 23,519.00	\$ 11,212.52	\$ 12,306.48	47.7%	52.3%	\$ 22,425.04
314610	Health Insurance	\$ 37,584.00	\$ 21,208.64	\$ 16,375.36	56.4%	43.6%	\$ 42,417.28
<b>Personnel</b>		<b>\$ 379,763.00</b>	<b>\$ 175,666.35</b>	<b>\$ 204,096.65</b>	<b>46.26%</b>	<b>53.74%</b>	<b>\$ 351,332.70</b>
<b>Contractual &amp; Assistance</b>		<b>Budgeted</b>	<b>Expended</b>	<b>Remaining</b>	<b>% Exp.</b>	<b>% Rem.</b>	
400100	Contract Service	\$ 3,000.00	\$ 1,000.00	\$ 2,000.00	33.3%	66.7%	\$ 2,000.00
400500	Dues/Memberships	\$ 1,400.00	\$ 1,074.00	\$ 326.00	76.7%	23.3%	\$ 2,148.00
400600	Training	\$ 2,500.00	\$ 1,625.00	\$ 875.00	65.0%	35.0%	\$ 3,250.00
400800	Subscriptions	\$ 350.00	\$ -	\$ 350.00	0.0%	100.0%	\$ -
402300	Professional Services	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
403034	Specific Insurance	\$ 9,000.00	\$ 1,160.00	\$ 7,840.00	12.9%	87.1%	\$ 2,320.00
403050	Directors Insurance	\$ 5,740.00	\$ 4,964.00	\$ 776.00	86.5%	13.5%	\$ 9,928.00
404915	PreEmp Physical	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
405500	Contract Printing	\$ 1,000.00	\$ 647.58	\$ 352.42	64.8%	35.2%	\$ 1,295.16
406000	Legal Note/Adv.	\$ 3,000.00	\$ 2,994.00	\$ 6.00	99.8%	0.2%	\$ 5,988.00
409600	Telecommunications	\$ 1,000.00	\$ 402.99	\$ 597.01	40.3%	59.7%	\$ 805.98
420000	Veterans Assistance	\$ 149,578.00	\$ 26,799.51	\$ 122,778.49	17.9%	82.1%	\$ 53,599.02
420010	Vets Asst - Emergency	\$ 14,583.00	\$ 1,045.00	\$ 13,538.00	7.2%	92.8%	\$ 2,090.00
420020	Vets Asst - Shelter	\$ 84,997.00	\$ 14,482.09	\$ 70,514.91	17.0%	83.0%	\$ 28,964.18
420025	Vets Asst - Indp Living	\$ 11,416.00	\$ 5,158.80	\$ 6,257.20	45.2%	54.8%	\$ 10,317.60
420030	Vets Asst - Electric	\$ 11,833.00	\$ 2,265.50	\$ 9,567.50	19.1%	80.9%	\$ 4,531.00
420031	Vets Asst - Heat	\$ 7,666.00	\$ 1,164.64	\$ 6,501.36	15.2%	84.8%	\$ 2,329.28
420032	Vets Asst - Telephone	\$ 1,833.00	\$ 120.00	\$ 1,713.00	6.5%	93.5%	\$ 240.00
420033	Vets Asst - Trash	\$ 1,042.00	\$ 193.06	\$ 848.94	18.5%	81.5%	\$ 386.12
420034	Vets Asst - Water/Sewer	\$ 6,000.00	\$ 1,205.11	\$ 4,794.89	20.1%	79.9%	\$ 2,410.22
420040	Vets Asst - Gasoline	\$ 500.00	\$ -	\$ 500.00	0.0%	100.0%	\$ -
420041	Vets Asst - Transportation	\$ 3,500.00	\$ 252.12	\$ 3,247.88	7.2%	92.8%	\$ 504.24
420045	Vets Asst - Food	\$ 6,208.00	\$ 913.19	\$ 5,294.81	14.7%	85.3%	\$ 1,826.38
424800	Medical Service	\$ 800.00	\$ 250.00	\$ 550.00	31.3%	68.8%	\$ 500.00
430600	Vehicle Maint	\$ 7,500.00	\$ 1,989.81	\$ 5,510.19	26.5%	73.5%	\$ 3,979.62
432100	Software Support	\$ 2,200.00	\$ -	\$ 2,200.00	0.0%	100.0%	\$ -
437000	Legal Services	\$ 5,000.00	\$ 306.25	\$ 4,693.75	6.1%	93.9%	\$ 612.50
<b>Contractual</b>		<b>\$ 192,068.00</b>	<b>\$ 43,213.14</b>	<b>\$ 148,854.86</b>	<b>22.50%</b>	<b>77.50%</b>	<b>\$ 86,426.28</b>
<b>Supplies &amp; Equipment</b>		<b>Budgeted</b>	<b>Expended</b>	<b>Remaining</b>	<b>% Exp.</b>	<b>% Rem.</b>	
501000	Office Supplies	\$ 900.00	\$ 210.31	\$ 689.69	23.4%	76.6%	\$ 420.62
501010	Promotional Items	\$ 1,500.00	\$ -	\$ 1,500.00	0.0%	100.0%	\$ -
504000	Mileage	\$ 3,000.00	\$ 269.38	\$ 2,730.62	9.0%	91.0%	\$ 538.76
505000	Meeting Expense	\$ 2,000.00	\$ -	\$ 2,000.00	0.0%	100.0%	\$ -
505010	Meeting Expense - Food	\$ 2,000.00	\$ 31.00	\$ 1,969.00	1.6%	98.5%	\$ 62.00
505020	Meeting Expense - Lodging	\$ 5,000.00	\$ 220.22	\$ 4,779.78	4.4%	95.6%	\$ 440.44
505035	Meeting Expense - Air Fare	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
505040	Meeting Expense - Travel	\$ 0.00	\$ 9.50	\$ (9.50)	9500000.0%	-9499900.0%	\$ 19.00
511400	Office Equipment	\$ 1,500.00	\$ -	\$ 1,500.00	0.0%	100.0%	\$ -
512000	Computer Software	\$ 150.00	\$ -	\$ 150.00	0.0%	100.0%	\$ -
516000	Fuel, Oil, Grease	\$ 5,000.00	\$ 606.26	\$ 4,393.74	12.1%	87.9%	\$ 1,212.52
517010	Water Service	\$ 100.00	\$ 16.23	\$ 83.77	16.2%	83.8%	\$ 32.46
521000	Publications	\$ 150.00	\$ 14.20	\$ 135.80	9.5%	90.5%	\$ 28.40
525100	Promotional Events	\$ 1,500.00	\$ -	\$ 1,500.00	0%	100%	\$ -
<b>Equipment</b>		<b>\$ 22,800.00</b>	<b>\$ 1,377.10</b>	<b>\$ 21,422.90</b>	<b>6.04%</b>	<b>93.96%</b>	<b>\$ 2,754.20</b>
<b>Other</b>		<b>Budgeted</b>	<b>Expended</b>	<b>Remaining</b>	<b>% Exp.</b>	<b>% Rem.</b>	
602000	Vehicle	\$ 0.00	\$ -	\$ 0.00	0.0%	100.0%	\$ -
681000	Fund Bal. Enhancement	\$ 900.00	\$ -	\$ 900.00	0.0%	100.0%	\$ -
<b>Totals</b>	\$287,618.54	<b>\$ 595,531.00</b>	<b>\$ 220,256.59</b>	<b>\$ 375,274.41</b>	<b>36.98%</b>	<b>63.02%</b>	<b>\$ 440,513.18</b>

### May 2020 Reconciliation

Assistance Worksheet		\$ 3,832.27
Less Volunteer Transportation		\$ (83.40)
November VetraSpec		\$ 3,748.87
Assistance Worksheet		\$ 3,832.27
Less Food Vouchers Issued	\$ (25.00)	
Add Food Vouchers Purchased	\$ -	\$ (25.00)
4200 Reported		\$ 3,807.27