



Carroll County Veterans Assistance Commission

301 North Main Street – Mount Carroll, Illinois 61053

CCVAC Quarterly Meeting December 21, 2017 Minutes

Meeting called to order at 7:35 PM in the Carroll County Courthouse conference room with the Pledge of Allegiance, followed by invocation by Ellis Boughton, and Roll Call.

Roll Call

Present were Ellis Boughton, Paul Mayer, Mike Raleigh, Dave Lawton, Lee Gibbs, Lyle Musselman, Terry Lattin, Wayne Leonard, Lamoille Poffenberger, Joseph Drozd, Vic Hartman, Bill Hanna, and Shannon Grove. Gary Imel of the Carroll County Board was also in attendance.

Posts Present

Savanna VFW, Savanna American Legion, Thomson American Legion, Lanark / Mount Carroll VFW, Mount Carroll American Legion, Chadwick American Legion, Milledgeville American Legion, and Lanark American Legion

Minutes Approval (Prior)

Motion to approve September 2017 meeting minutes was made by Lyle Musselman, seconded by Dave Lawton, motion carried.

Agenda Approval

Motion to change the Agenda to reflect the Lawsuit update listed under Old Business be moved to Executive Session was made by Lee Gibbs. seconded by Dave Lawton, motion carried.

The motion to approve the updated agenda was made by Paul Mayer. seconded by Lyle Musselman, motion carried.



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Old Business

- 2018 VAC Budget Proposal and Tax Levy
 - A .0129% Tax Levy was voted on and approved by the County Board.
 - The County Board will fund the VAC with 2/3 of the 2018 Annual Budget until the Tax Levy funds become available.
- 2018 Appointment of Post Delegate and Alternate Representatives
 - All Post except for three have completed Delegate forms for 2018 and are on file with the VAC.
 - Delegate Forms were given to the two of the Post Commanders Present at the meeting. They completed them at the meeting and are on record with the VAC.
 - One Post (Shannon American Legion) still needs to complete the Delegate form by December 31, 2017.
- Financial Assistance Expansion
 - The VAC Superintendent presented a plan to expand financial assistance to a maintenance program. The Plan is based on other VACs maintenance programs in Illinois.
 - The topic was tabled until the March 2018 until further information is obtained concerning the Counties responsibilities in the program.
- VetPro Software for VA Digital Claims
 - The Contract from VetPro was signed by the VAC President.
 - The signed contract and the initial Payment for the first year will be mailed to Vet Pro by the VAC Superintendent.
- 2018 VAC Board Meeting Schedule.
 - The VAC Superintendent informed the VAC Board that there is a conflict with the previously approved 2018 Board Meeting Schedule. He advised the VAC Board that the third Wednesday of the month is free and there should be no conflict with the VAC Board Meetings if held on Wednesdays. Lyle Musselman made a motion to have the 2018 VAC Board Meetings on the third Wednesday of the month of each quarter. Seconded by Mike Raleigh, motion carried.



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- The 2018 VAC Board Meeting Schedule was signed by the VAC Board President. The VAC Superintendent will distribute and post in accordance with the Illinois Open Meeting Act.

New Business

- VAC Personnel, Role Changes.
 - Bill Hanna informed the VAC Board that he needs to limit his time in the office and duties as Superintendent, due to medical reasons. He presented a plan that allows him to perform the duties as a Veteran Service Officer remotely. He also recommended that Wayne Leonard become the Superintendent and receive the appropriate pay for the position.
 - The VAC Board discussed the plan. A plan was recommended that Bill Hanna still be the Superintendent, and to make Wayne Leonard the Assistant Superintendent and be in the VAC Office during the posted hours. Additionally, he would perform any necessary duties as the Superintendent when needed. Wayne Leonard would receive a \$6,500 annual salary paid from the Superintendent's annual salary. The Remainder of the Superintendent's salary would still be paid to Bill Hanna. A motion was made by Lyle Musselman to accept the recommended plan and hire Wayne Leonard as the Assistant Superintendent, effective January 07, 2018. Motion seconded by Dave Lawton, motion carried unanimously.
 - Wayne Leonard was present at the VAC meeting and accepted the position of Assistant Superintendent.

Report from Superintendent / VSO:

- Reports
 - Handout with office stats and budget activity for the 4th Quarter and Yearly (2017) was presented by Bill Hanna.
- Transportation of Carroll County Veterans to Madison VA.
 - The Madison Van is now available Monday – Friday for use by Veterans.
 - Bill Hanna informed the Board that one Veteran used the Madison Van in October 2017 and three Veterans used the Madison Van in November 2017.

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- The VAC Board requested that the number of Veterans and the date they use the Madison Van be reported at the quarterly VAC meetings. This is to help determine the best days for use if funding limits the number of days the Madison Van can be used in the future.
- The ideal of using funds from financial assistance to fund the program in the future was opened for discussion. No decision was made and tabled until the March 2018 VAC Board Meeting.
- Donation Management Update
 - Homeless Fund - \$2001.19.
 - Lawyer Fund - \$2,906.32.
 - Madison VA Transportation Fund - \$4,347.40
- VAC Facebook Page
 - Currently at 38 likes / followers.
 - Bill Hanna reminded all the Post to like and share the page to promote it.

Discussion: Q & A

Public Comments:

- Bill Hanna handed out an email that outlines a current scam targeting Veterans that use VA Home Loan benefits.

Executive Session:

- Motion was made to go into Executive Session at 8:55pm by Dave Lawton. Seconded by Lyle Musselman, motion carried.
- Discussion: Lawsuit.
- A formal decision was made to suspend the Lawsuit.
- Motion to end Executive Session at 9:20pm was made by Lyle Musselman. Seconded by Paul Mayer, motion carried.

Adjournment

- Motion to adjourn made by Dave Lawton, seconded by Mike Raleigh, motion carried.
- Adjourned at 9:21 pm



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Minutes submitted by William L. Hanna
Superintendent
CCVAC