



Kent County Veterans Services

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DRAFT minutes 6-10-2020

Present: Mel Bauman, Mary Johnson, Randy Tharp, John Baxter, Harold Mast, Shane Scherer

Absent: Trish Torres

Guests: Mary Sumners, Steve Duarte

1. Meeting called to Order – The meeting was called to order by Veterans Services Committee Chair Mary Johnson at 8:32am
2. Pledge of Allegiance – Veterans Services Manager Martha Burkett led those in attendance to recite the Pledge of Allegiance.
3. Approval of Minutes –
 - a. Committee Vice Chair Shane Scherer made a motion to approve the minutes. Committee Member Mel Bauman seconded, UNANIMOUS
4. Committee Chair Mary Johnson asked that the meeting go into closed session to review the Committee Guidelines.
5. Success Stories-
 - a. Veterans Services Staff Martha Burkett and Rachel Wustman, along with Artprize Artist Pamela Alderman had a zoom call with the artist of one of the chosen mosaic pieces to go over what happens next in the artprize process. The veteran shared on the call that she wasn't even sure she would go to the workshop, but was so glad she did and it helped her feel more connected, she also shared some of her story of while she was in the service.
6. Public Comment-no public o the call
7. Introductions- none
8. Monthly Impact Reports
 - a. Veterans Services Supervisor Ryan Grams went over the monthly reports.
 - b. Veterans Services Supervisor Ryan Grams shared that 5 staff members are back in the office full time, however they are not taking face to face appointments yet. The staff is still communicating with veterans through phone calls and emails. He also communicated that as far as data migration with our new file program VETPRO, it was completed 6-9-2020.

Supervisor Grams also reported he has a call with their home office today, 6-10-2020 to speak about doing claims electronically, including getting signatures electronically. Overall too, he was happy to pass on that morale is high in the office.

- c. No Customer Service Surveys to report- Administrative Specialist Rachel Wustman will put an electronic survey together of sorts.

9. Presentations- none

10. Managers Report

- a. Veterans Services Manager Martha Burkett spoke of an update of the MVAA Grant, stating that we had already been invoiced from the Jaegar Foundation and Community Rebuilders, and it is so good to see the wheels in motion in the community.
- b. Steve Duarte went over a Preliminary Update as of December 31, 2019, a Financial update as of May 31, 2020, and a Preliminary 2021 Budget Preparation Discussion.
- c. Artprize Update- KCVS is going to finish up the remainder of the Art workshops as "At Home" workshops for 92 for 22, Finish the Mission, and WINC. Staff members(volunteers for the 9 for 22 workshop) will drop off art kits with all needed supplies at the doorstep of participants, as well as pick them up from the door step to comply with no contact.

11. Old Business –

- a. Veterans Services Manager, Martha Burkett, Veterans Services Supervisor, Ryan Grams, and Administrative Specialist, Rachel Wustman will start interviews this week for the 2 available positions at the department; Veterans Services Officer, and Clerk II

12. New Business-

- i. Committee Member Harold Mast wanted to suggest putting out a new agenda item as committee suggestions. Manager Burkett and Chair Johnson both agreed.
- ii. Manager Burkett also committed to having a list of initiatives that are being worked on by next meeting.
- iii. Manager Burkett also committed to putting together some sort of form for the committee to fill out with their ideas of new partnership/initiative possibilities.

13. Survey Responses –

14. Around the Table-

15. Public Comment – no public present

16. Adjournment –Veterans Services Committee Chair Mary Johnson moved adjourned the meeting.

17. The next Veterans Services Committee meeting will be held on Thursday, July 9th, at 8:30am, location to be determined.