

# *Calhoun County Veterans Affairs Committee Meeting*

## **Minutes: November 13, 2013**

Veterans Affairs Committee meeting called to order by Veterans Affairs Committee Secretary Rodger Seidel at 2:30 P.M.

Pledge of Allegiance–Moment of Silence.

Roll-call of committee members:

Chairman,	Arnold Arquette,	Excused
	Rodger Seidel,	Present
	Samuel Gray,	Present



Calhoun County Administration in attendance:

Calhoun County Assistant Administrator, Brad Wilcox

### **Citizens' Time:**

Mr. George Beam, a Vietnam Veteran, has submitted an application to become a member of the Calhoun County Veterans Affairs Committee. Mr. Phillip Savage, retired Air Force, Vietnam Veteran and long standing member of the Calhoun County Veterans Affairs Committee has also submitted an application to become a member of the Calhoun County Veterans Affairs Committee. Mr. Gary Wallace, retired Air Force Veteran, attended the meeting to convey his appreciation of the knowledge and level of advocacy provided to the local Veterans population by the Calhoun County Veterans Affairs Director and Service Officer.

### **Reading of the September 18, 2013 Calhoun County Veterans Affairs Committee Meeting Minutes:**

Following review, Mr. Sam Gray made a motion to accept the September 18, 2013 Calhoun County Veterans Affairs Committee Meeting Minutes as presented, Colonel Rodger Seidel seconded the motion. By a roll call vote of 2-0, the Calhoun County Veterans Affairs

Committee Meeting Minutes were approved as presented.

**Applications for Emergency Assistance from the Calhoun County Veterans' Relief Fund:**

None

**Old Business:**

Colonel Rodger Seidel requested information regarding the time frame for filling the newly created third position to the Calhoun County Veterans Affairs Office staff. Calhoun County Veterans Affairs Director, Scott C. Losey stated that the job description for the new position needs some additional revision that would require assistance from Human Resources Director Kim Archambault, Director Losey explained that November is a busy time for the Human Resources Department as it is open enrollment. Director Losey delineated that a purchase order has been submitted for a workstation. Mr. Losey further stated that Calhoun County Assistant Administrator Brad Wilcox was working on providing a computer and that Mr. Wilcox had requested Mail Services Director Sherri Mason have additional telephone lines and internet access lines installed. Director Losey explained that the addition of the new workstation and equipment would more likely than not necessitate some structural alterations be made in order to provide safe, compliant egress for Veterans that may require the use of wheelchairs, walkers, scooters, etc. Colonel Seidel asked if the temporary position would be funded through the end of the year. Director Losey explained that the temporary employee position was being funded with the Veterans Relief Surplus Fund, and that the Calhoun County Veterans Affairs office was utilizing a temporary service agency. Mr. Losey delineated that while the cost may be a little higher, the use of a temporary service agency meant that the temp agency assumes all responsibilities, liabilities and withholding of all taxes for the temporary employee position.

**New Business:**

Calhoun County Veterans Affairs Director Scott C. Losey related that new procedural protocol had been established for the selection of Vacant Calhoun County Veterans Affairs Committee Appointments. Director Losey indicated that a two (2) person, Calhoun County Board of Commissioners sub-committee, Assistant Administrator Brad Wilcox and Mr. Carl Gibson, Director of Calhoun County Senior Services would facilitate the applicants interviews. In order to stay compliant with the Statutes, Director Losey provided notification of the Calhoun County Veterans Affairs Committee vacancies to both the Battle Creek Enquirer and the Battle Creek Shopper. Director Losey elucidated that when an applicant wishes to become a member of a Committee in Calhoun County, the applicant must complete an online application for Committee Appointment, the online application is then electronically sent to Calhoun County Administration, County Administration then forwards the application to Scott C. Losey, Director of Calhoun County Veterans Affairs. Director Losey then contacts each applicant and inform each applicant that they must obtain a letter

of endorsement from a Service Organization to which they belong. Once the Service Organization's Letter of Endorsement is received, Director Losey forwards the complete application package to Calhoun County Administration and interview times are provided. Assistant Administrator Wilcox conveyed that each interview will be subject to the Open Meetings Act with the idea of transparency in the interview process. Mr. Wilcox stated that all Calhoun County Committee's have differing degrees of statutory requirements and rules that are abided by.

**Good Of The Committee:**

None

**Adjournment:**

Mr. Seidel made a motion to adjourn the Calhoun County Veterans Affairs Committee meeting at or about 3:30PM. Mr. Samuel Gray seconded the motion. By a roll call vote of 2-0, the November 13, 2013 Calhoun County Veterans Affairs Committee meeting was adjourned.

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Arnold Arquette  
Chairman, Calhoun County Veterans' Affairs Committee

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Scott C. Losey  
Director, Calhoun County Veterans' Affairs