

*Calhoun County Veterans Affairs
Committee Special Meeting – Strategic Planning*

Minutes: August 25, 2016

Veterans Affairs Committee meeting called to order by Veterans Affairs Committee Chairman, Roger Seidel at 10:17 a.m.

Committee members present:

•	Chairman	Rodger Seidel	Present
•	Vice-Chair	Jack Hunn	Present
•	Secretary	Samuel Gray	Present
•	Member	George “Rob” Beam	Excused Absence
•	Member	Trena Philo	Present

Calhoun County Veterans Affairs Office Staff:

•	Director	Aaron Edlefson	Present
•	Service Officer	Kristina S. Higgins	Present
•	Service Officer	M. Luann Cape	Present
•	Administrative Assistant	Heidi Case	Present

Calhoun County Administration:

•	Finance Director, Michele Johnson	Present
•	Corporate Counsel, Jim Dyer	Present

Agenda Changes: Introductions to Mr. Dyer, Corporate Counsel.

Citizens’ Time: None.

Old Business: None.

New Business: Strategic Planning – Review of 2015 Strategic Planning and Development of 2016

All topics of discussion were presented by Director Edlefson; they were as follows:

- Presentation of accomplishments the CCVA office has had since June 2015.
- Introduction of the Assessment of Current State vs. Defined Metrics for 2015 vs. 2014.
- Discussion continued with the committee deciding on current state for 2016 vs. 2015.

- Presentation of 2015 Stakeholder Definitions. It was determined that these Stakeholder Definitions continue the same for 2016.
- Review of 2015 Strategic Imperatives.
- Introduction and proposal of 2016 Strategic Imperative. Director Edlefson presented a format and the committee members and other meeting attendees developed a listing of new Strategic Imperatives for 2016.
- Presentation of 2015 Collaboration Priorities. It was decided that Collaboration Priorities continue the same for 2016.
- Veterans Relief Fund (VRF)
 - Presentation of 2016 VRF statistics were displayed. There was a breakdown of funds for each category; this also included a comparison of Approvals and Denials.
 - Repeat applicants were discussed for 2015 and 2016.
 - Proposals for VRF Guidelines were presented. Discussion included parameters, revisions, and Corporate Counsels furthered review.

Good of the Committee: Ms. Philo thanked the office for organizing the Strategic Plan meeting.

Adjournment: Ms. Philo made a motion to adjourn, Mr. Gray seconded the motion. All were in favor, motion passed. Meeting adjourned 1:52 pm.

Rodger Seidel, Chairman
Calhoun County Veterans' Affairs Committee

Aaron D. Edlefson, Director
Calhoun County Veterans' Affairs