

**Veterans Commission
Meeting Minutes
Monday, July 13, 2020**

Present: Fred Baer; Alfred Banfield; Ron Dickson; Kai Martin; Linda Meyer; Francisco Oliva; Jacob Pletcher; Hank Scherf; George Smith; Donna Vaillancourt; Brandon Jones

Absent: Ben Renda; John Nibbelin; Chief Deputy County Counsel; Mark Leach

Staff: Warren Slocum County Supervisor representative of the 4th Supervisorial District; Marci Dragun, Supervisor Warren Slocum’s Office; Selina Toy-Lee, HSA; Ed Kiryczun, CVSO/HSA; Matt Wilson, CVSO/HSA; Darren Adkinson, CVSO/HAS; Angelo Montagnese ISD

Public Comments by: No public comments

Topic	Discussion	Action/Next Steps
Meeting Called to order and Pledge of Allegiance recited	<ul style="list-style-type: none"> • Meeting called to order at 6:35pm. • Pledge of allegiance and roll call taken. • Present – Fred Baer, Al Banfield, George Smith, Brandon Jones, Kai Martin, Fank Oliva, Jacob Pletcher, Hank Scherf, Linda Meyer, Donna Vailancourt 	<ul style="list-style-type: none"> • No additional actions or steps
Approval of May Minutes and Adoption of Agenda	<ul style="list-style-type: none"> • Minutes from the May 2019 meeting were adopted. • 11 Yes / 0 No • Agenda for tonight’s meeting was approved. • 11 Yes / 0 No 	<ul style="list-style-type: none"> • No additional actions or steps
Public Comments	<ul style="list-style-type: none"> • No public comments 	<ul style="list-style-type: none"> • No additional actions or steps
Veterans Commission Business	<ul style="list-style-type: none"> ○ Reinstate Commissioners and moving up alternate to full: Kia Martin <ul style="list-style-type: none"> ➢ Swore in commissioners Fred Baer, Alfred Banfield, Ron Dickson, Francisco Oliva, Moved Donna Vaillancourt from alternate to full commissioner. Commissioners leaving Ben Renda resigned, Mark Leach resigned, Ron Dickson resigned. ➢ Kai makes proposal for Ron Dickson be a part of the housing sub-committee working group. ➢ Motion made and adopted to set up a committee (working group) for recruitment of the three open commissioner seats. Donna Vaillancourt, Alfred Banfield, Francisco Oliva, George Smith Volunteered to head up the working group. ➢ Recruitment Committee Approval vote 11 yes / 0 no 	<ul style="list-style-type: none"> • Ed will work with BOS Clerk to initiate Commission Recruitment
	<ul style="list-style-type: none"> ○ Proposal to move item E to next item on agenda made by Ed Kiryczun CVSO: Update on Veterans and First Responders Memorial: Supervisor Warren Slocum <ul style="list-style-type: none"> ➢ Proposed Plan to build the memorial between the Hall of Justice and COB building. In process of hiring an artist to build memorial. ➢ Will go to vote with the Board of Supervisors on August 4th, 2020, coming from supervisor’s district 4 discretionary measure K funding if approved. ➢ Cost set aside 350,000 dollars. Also added an ongoing list of veterans of the year. ○ Proposal to form a project committee to work with the artist for the memorial by Supervisor Warren Slocum: Volunteered: George Smith; Hank Scherf; Brandon Jones. 	<ul style="list-style-type: none"> • No additional actions or steps

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<p>Veterans Commission Business (continued)</p>		
	<ul style="list-style-type: none"> ○ County Veterans Services COVID Operations Update: Ed Kirycun <ul style="list-style-type: none"> ➤ Veterans office has been closed since the start of Covid. Office has introduced Zoom and Teams video conferencing with veterans. The veteran’s office has put together a contingency plan for our lobby, but that is dependent on the building (550 Quarry Road, San Carlos) we reside in opening up, no set dates as of July 13, 2020. When the building (550 Quarry Road, San Carlos) does open up the veteran’s office will be open on Tuesday’s and Thursday’s for walk in for face to face assistance, while maintaining phone and video appointments for everyday (Monday thru Friday 8 to 5). ➤ July 1st marks the end of the 1st half of subvention. (Numbers in PowerPoint emailed to all commissioners). ➤ January 1st thru June 30th Veterans office recouped 1,755,104 dollars in benefit payments to veterans. ➤ Serving 90 Veterans a week thru telephone and Video conferencing. ➤ Beginning of March phone call volume was around 60 to 70 a week, now up to 116 to 135 a week after March. 	<ul style="list-style-type: none"> ● No additional actions or steps
	<ul style="list-style-type: none"> ○ County Veterans Services Outreach Update: Darren Adkinson <ul style="list-style-type: none"> ➤ Veterans office will be sending out Post Cards to veterans on the email list to inform them that the office is still open and to pass the post card on to a veteran that might not know we are open or have their email address. ➤ Open house/speaker series over zoom for benefits information. Have a Q & A after presentation after every series. ➤ Updated employment opportunities web page. ➤ GIS map for veterans, to include all services for veterans ➤ Housing Tracker for veterans ○ VRC Update: Jake Kemnec <ul style="list-style-type: none"> ➤ VRC established 1972. Located on VA Menlo Park Campus. ➤ VRC offers rapid rehousing & homelessness prevention for veterans ➤ Jake Kemnec is offering to be a resource for the Sub-Committee on housing 	<ul style="list-style-type: none"> ● No additional actions or steps

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	<ul style="list-style-type: none"> ➤ SSVF (Supportive Services for Veteran Families) ➤ Has Clothing or Bikes to any veteran that needs them ➤ Highlights Fiscal year for VRC (see Power Point send to all commissioners) ➤ VRC helps with rent, deposit for housing, utility bills, can cover 9 to 12 months of rent ➤ Project Based Housing - 2821 El Camino Real, Redwood, CA. Can support move in efforts as needed from SMC/HUD VASH. ➤ \$1.44M in new VA funding for FY21 GPD-Transition in Place (TIP) – funded for three years. Funding supports program across four counties. ➤ Additional CARES Act Funding to Support SSVF Programming. ~100% budget uplift FY21 to support a surge in emergency housing and anticipate homelessness prevention cases. ➤ VRC Mobile Service Unit – Collaboration opportunity to conduct outreach to outlying areas of the county ➤ Notable partnerships – Two Extended Hotels (Belmont and San Mateo) and Redwood Creek Inn – able to retain local cleaning and maintenance staff ➤ American Legion Post 105 is going to have 55 below market units for veterans, no timetable for that as of July 13th, 2020. ○ 2020 Veteran of the Year Update: Hank Scherf <ul style="list-style-type: none"> ➤ Draft agenda for the presentation of Veteran of the Year about 45 min long and wants to put it on YouTube ➤ Brad Kingston to produce the video ➤ ? Glee club do the National anthem ➤ Still working on speaker, invitation out to General Mattis if not General Mattis plan is to go back to H.R. McMaster ➤ Asking commissioners to reach out to Gold Star Families to be recognized at the Veteran of the Year luncheon ➤ San Mateo County Veterans Office will kick off the Veteran of the Year with a media release ➤ Have digitized the application forms for Veteran of the Year, Enterprise of the Year, Patriot of the Year ➤ Also, can still get paper copy off San Mateo County Veterans Website ➤ Going to Tweet out, put on SMC Veterans Website, County of San Mateo website & Facebook blasts for the Veteran of the Year awards ○ Needs Assessment RFP: Donna Vaillancourt <ul style="list-style-type: none"> ➤ Donna Vaillancourt is lead for needs RFP ➤ Released RFP June 22, 2020 ➤ Want to start RFP is September depends on response from public ➤ RFP was put out on Public Purchase County RFPs ➤ 71 vendors access the RFP page 	<ul style="list-style-type: none"> • No additional actions or steps

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	<ul style="list-style-type: none"> ➤ 51 vendors downloaded the documents ➤ 20 vendors downloaded the documents after some changes were made ➤ Hoping for 10 to 15 responses ➤ July 24th, 2020 is last day for any question ➤ Proposals are due Aug 3rd, 2020 ➤ Sub Committee Linda Meyer Jacob Pletcher, Francisco Olivia have agreed to be a part of RFP ➤ Aug 10th will rate the finalists ➤ Will send out the commission to the full commission letter of recommendations are before going to the board ○ Sub Committee Updates: Kia Martin <ul style="list-style-type: none"> ➤ 4 Goals ➤ Goal 1 Lead Donna Vaillancourt, Needs and Understanding of the community, nothing commented on ➤ Goal 2 Vacant Mark Leach was lead, Develop and Maintain a current and comprehensive accessible online catalog of all relevant services available to county veterans and their families, George Smith and Kia Martin currently on committee, Al Banfield volunteered to become part of committee, George Smith is new lead. ➤ Goal 3 Francisco Olivia Outreach and Engagement Reviewed the RFP program and felt there needed to be a tactical approach to the outreach program, Ed Kiryczun has worked closely with the need's assessment to the outreach program. Ed Kiryczun has started the RFP. Ed Kiryczun hopes to have a rough graph by the following week of this commission meeting. Commissioner Oliva discussed with Commissioner Martin the possibility of the commission establishing its own budget on a certain amount, would be online with other organizations with in the county that have commissions with budgets. Motion Made and seconded it, vote made all in favor, to establish a sub committee to investigate the requirements and justification for establishing a budget and to identify the requirements to get the budget done. Sub-Committee, Francisco Oliva, Hank Scherf, Donna Vaillancourt, Fred Baer. ➤ Vote to establish Budget Workgroup 11 Yes / 0 No ➤ Goal 4 Commissioner Hank Scherf, Nothing new to report. 	<ul style="list-style-type: none"> ● Ed to secure budget information for CVSO and share with Budget Workgroup

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Announcements from Veterans Commissioners	<ul style="list-style-type: none"> • No Announcements to report 	<ul style="list-style-type: none"> • No additional actions or steps
Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 8:15 pm. • Vote to Adjourn 11 Yes / 0 No 	The next Veterans Commission meeting is scheduled for Monday, September 14th, 2020, at 6:30pm