

VETERANS COMMISSION
Wednesday, December 9, 2015, 4:30 p.m.
Room 207C, Douglas County Courthouse,
1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair John Robinson.

ROLL CALL: Present – John Robinson, Thomas “Butch” Liebaert, Jim Paine. Others present – Andy Lisak, Richard G. Smith, William Britton, Pat Ryan, Bill Duffy, Robert E. Patterson, Larry Swenson, Doug Finn, Carissa Skifstad, Shelley Nelson, Ellen Oaks, Kaci Lundgren, Committee Clerk.

APPROVAL OF MINUTES: Motion by Paine, second Liebaert, to approve minutes from the October 19, 2015, meeting. Motion carried.

DOUGLAS COUNTY VETERANS SERVICE OFFICE:

Direction: Mission statement reviewed. A new era of younger veterans with different needs to be addressed.

Expectations: Public knowledge and outreach of services to continue; office to take a leadership role in local veterans issues. State mandated requirements to continue but also be active within the community.

Outreach: Focus on veterans in crisis and help availability; encourage veteran presence at events to include more participation.

VA CLINIC OFFICE HOURS: Office staff available Wednesday mornings from 8 a.m. to 12 (noon) to answer questions and provide assistance.

FUTURE AGENDA ITEMS: Soldier and Sailor’s Relief Fund disbursement; Solider and Sailor’s Relief Fund policy and procedure draft.

ADJOURNMENT: Motion by Paine, second Liebaert, to adjourn. Motion carried. Meeting adjourned at 5:03 p.m.

Submitted by,

Kaci Jo Lundgren, Committee Clerk

3.4 DOUGLAS COUNTY VETERANS SERVICE COMMISSION

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DOUGLAS DOES ORDAIN AS FOLLOWS:

SECTION I. ESTABLISHMENT

The Douglas County Veterans Service Commission, hereinafter called the Commission, was established pursuant to Wisconsin Statute 45.81. The Commission shall consist of three residents of Douglas County who are also veterans that are appointed for staggered 3-year terms. Each commissioner shall be bonded in accordance with Wis. Stat. 59.21(1).

SECTION II. PURPOSE

It shall be the purpose of the Douglas County Veterans Service Commission to provide oversight of the Douglas County Soldiers and Sailors Relief Fund (SSRF). The SSRF shall be comprised of the tax levied and collected by the Douglas County Board for purposes of providing aid to needy veterans and their families as provided for under Wis. Stats. 45.81 to 45.86. The SSRF shall also contain monies collected through fundraising events and financial donations made specifically to the fund.

SECTION III. APPOINTING AUTHORITY

The Douglas County Administrator shall annually, on or before the 2nd Monday in December, appoint one person as a member of the Commission for the term of 3 years subject to County Board confirmation. The Commission shall be organized by the election of one of their members as chairperson.

The Douglas County Veterans Service Officer shall serve as executive secretary of the Commission.

SECTION IV. POWERS AND DUTIES

The Commission shall:

- A. Furnish aid to needy veterans, needy spouses, surviving spouses, minor and dependent children of such veterans and needy parents of such veterans if the right of such person to aid is established to the Commission's satisfaction. The aid provided may take the form of money or supplies, depending on what is deemed appropriate by the Commission.
- B. Delegate authority for making eligibility and need determinations in regards to the SSRF to the Douglas County Veterans Service Officer.

- C. Ensure that total disbursements made by the Commission do not exceed the sum total of the amounts collected through the tax levied and financial donations made to the SSRF.
- D. Maintain a list containing the name, place of residence, and amount of aid furnished to each person.
- E. Provide a detailed report to the County Board annually showing the amount expended through the SSRF. The report shall not include any personally identifying information regarding the person who has received aid.

SECTION V. EFFECTIVE DATE

This ordinance shall take effect immediately upon passage and publication.

DOUGLAS COUNTY
SOLDIERS AND SAILORS RELIEF FUND
POLICIES AND PROCEDURES

EFFECTIVE June 1, 2016



Statement of Purpose

The purpose of the Douglas County Soldiers and Sailors Relief Fund, hereinafter called SSRF, is to provide aid to needy veterans and their families. The SSRF shall provide financial assistance to eligible veterans their family members to assist with basic needs such as rent, food, transportation, utilities and emergency situations.

Funds Generated

The SSRF is generated from a tax levy by the Douglas County Board of Supervisors to provide aid for needy veterans, needy spouses, surviving spouses, minor and dependent children of such veterans and needy parents of veterans (See Wis. Stat. 45.86 for taxing authority). The SSRF also includes monies collected through fund raisers and donations.

Administration

The Douglas County Veterans Service Commission, which was established under Wis. Stat. 45.81, provides oversight of the SSRF. The Douglas County Veterans Service Officer is responsible for determining the eligibility of applicants and awarding assistance from the fund.

Eligibility

Only eligible veterans and their family members may receive assistance from the SSRF. The determination of eligibility and need for funding from the SSRF is made by the Douglas County Veteran Service Officer. Applications are valid for 90 days. It is the applicant's responsibility to report any changes in status during this 90 day period of time. After 90 days a new application must be completed.

Applications for assistance shall include the following:

1. The applicant must provide a Certificate of Release or Discharge from Active Duty (DD Form 214) establishing that the veteran earned an honorable discharge.
2. The applicant must complete a Statement of Claim (VA Form 21-4138) along with a Financial Status Report (VA Form 5655) documenting the need for assistance and the requested aid amount.
3. The applicant must have been a resident of the State of Wisconsin for at least six months and have resided in Douglas County for a minimum of 30 days immediately prior to obtaining assistance from the SSRF. Post office boxes shall not be a means of establishing residency.
4. The applicant must be indigent. One or more of the following definitions shall be used to determine if an applicant is indigent:

SOLDIERS AND SAILORS RELIEF FUND – POLICIES AND PROCEDURES

- Receiving one of the following types of public assistance: temporary assistance for needy families, general assistance, poverty-related Veteran's benefits, food stamps or food stamp benefits transferred electronically, refugee resettlement benefits, Medicaid, or supplemental security income.
- Receiving an annual income, after taxes, of one hundred and fifty percent or less of the current federally established poverty level. Income received during the 31 day period prior to the date of application shall be annualized to determine an annual income. **Note:** Income includes all funds received by the applicant and their spouse or domestic partner, and all other individuals in the household who will benefit from the assistance.*

* Examples of included income which must be reported on the financial statement for the purpose of determining income eligibility are as follows:

- Money, wages and salaries after any deductions;
- Net receipts from self-employment;
- Labor and industries payments;
- Savings;
- Workers compensation;
- Alimony;
- Veterans; compensation and disability;
- Military family allotments or other regular support from an absent family member or someone not living in the household;
- Retirement, pension (including veterans' pension) and annuities;
- Insurance payments;
- Dividends, interest, and periodic receipts from estates or trusts;
- Unemployment compensation;
- Child support;
- Social security other than supplemental security income;
- Foster child payments;
- Tax refunds, gifts, loans, lump sum inheritance, one-time insurance payments or compensation for injury or death;
- Dependency and indemnity compensation for service-connected death;
- Educational assistance benefits (including veterans' educational Assistance benefits not paid directly to the school for tuition and books), Vocational rehabilitation subsistence allowance, and work-study benefits (including veterans' work-study benefits)

Note: Grants, loans and Veterans' educational assistance for tuition and books paid directly to the training institution are not included as income. Applicants who report no income for the previous 30 days must provide additional documentation showing their means of support and verification showing they have applied for assistance from other government agencies and social services programs deemed appropriate by the Soldiers and Sailors Relief Fund staff of the Douglas County Veterans Service Office.

SOLDIERS AND SAILORS RELIEF FUND – POLICIES AND PROCEDURES

Assistance

Financial assistance may be provided to eligible veterans and their family members to assist with basic needs such as rent, food, transportation, utilities and other emergency situations as deemed appropriate by the Douglas County Veterans Service Officer.

Types of Assistance

A. Rent or Mortgage

Eligible applicants may receive assistance with past due rent, first and last month's rent, past due mortgage payments, or nonrefundable deposits on the applicant's residence.

The applicant must provide a written rental agreement or documents proving ownership of the property. The applicant must provide documentation establishing that he/she will be able to sustain rent or mortgage payments for 3 of months if assistance is provided.

Payments for rental assistance will be paid directly to the property owner, management company or the owner's legal representative. Payments will not be made to an property owners who are family members of the applicant . Rental assistance shall only be available for the applicant's primary residence.

Mortgage payments will be made directly to the mortgage lender and will only be paid for the applicant's primary residence.

B. Utilities

Eligible applicants may receive assistance with delinquent utilities including power, water, propane, oil and wood after utilizing Douglas County fuel assistance resources. No assistance shall be available for cable television or internet services..

The applicant must provide a utility bill, a shut-off notice or letter of impending disconnection from the power, water or fuel company showing the current amount owed. Payment shall be made directly to the utility or fuel company and may include shut-off and reconnection fees.

Payment shall be made to the utilities or fuel company for an account in the veteran or eligible family member's name only. Utilities shall only be paid for the residence where the veteran or eligible family member current and primary residence. **Note:** The veteran or eligible family member may be required to first utilize other energy assistance programs prior to the approval of funding from the fund.

SOLDIERS AND SAILORS RELIEF FUND – POLICIES AND PROCEDURES

C. Telephone

Eligible applicants may receive assistance for telephone services only in circumstances in which a physician has provided written documentation that the telephone is required for medical assistance or emergencies.

D. Transportation

Eligible applicants may receive assistance for daily or monthly bus passes within Douglas County and the Twin Ports area. Assistance may also be provided for transportation for documented appointments at the United States Department of Veterans Affairs' Clinics in St. Paul / Minneapolis, Minnesota.

E. Care of Graves

Eligible applicants may receive assistance of up to \$500 for the burial or cremation of a eligible veteran or surviving spouse of a an eligible veteran who dies without leaving means sufficient to defray funeral expenses and does not have any known next of kin available.

F. Other Requests

Other requests for financial assistance not listed in these policies and procedures shall be evaluated on a case-by-case basis by the Douglas County Veterans Service Officer and awarded or denied at his/her sole discretion.

Assistance Allocation

Eligible applicants may receive up to \$800 in financial assistance in a twelve month period of time. Additional assistance may be awarded at the discretion of the Douglas County Veterans Service Officer for cases of extreme need. There is no automatic annual entitlement to assistance.

All awards of assistance are subject to the availability of funds.

Eligible applicants who receive financial assistance for two consecutive years shall not be eligible for further funding for a period of twelve months.

Application Certification

All applicants by filing an application authorize the Douglas County Veterans Service Officer to verify the accuracy of the information provided by the applicant. The applicant acknowledges that providing fraudulent information in the application or to the Douglas County Veterans Service Officer shall be grounds for denial as well as prosecution under the law. Any assistance provided based

SOLDIERS AND SAILORS RELIEF FUND – POLICIES AND PROCEDURES

upon fraudulent information shall be repaid by the veteran and/or family member. Lost or stolen payments may not be reissued.

If the Veterans Service Commission and Douglas County Veterans Service Officer determine that the applicant provided false information or the misuse of assistance funds has occurred, the recipient shall be ineligible for assistance from the SSRF for a period of up to ten years.

Appeal

Applicants who have been denied assistance may request a review of the denial by the chairman of the Douglas County Veterans Service Commission. Said appeals must be filed within twenty days of denial of assistance. The chairman or the designee may request additional information in order to make an informed decision and shall issue a decision within ten days of receiving the information. The chairman's or designee's decision is final.



As of: May 2016

Soldiers & Sailors Relief Fund

Veterans Service Office
Douglas County, WI

Douglas County Veteran Service Office (VSO) – Soldiers & Sailors Relief Fund

As of: May 2016



	Owner:	Brian Erickson	Objective	The Douglas County VSO: Provide for the relief of indigent Veterans & their families by means of the SSRF and manage such funds as set forth within the SSRF Douglas County Policy & Procedures.
	Measure:	Fund Revenue Expenditures	Key Initiatives:	Provide necessary revenues and distributions in support of indigent Veterans

The VSO goal is to ensure that the Soldiers & Sailors Relief Fund (SSRF) is distributed to those eligible Veterans which demonstrate the need for emergency funds in accordance with the procedures stated in the Douglas County SSRF Policy & Procedures*.

Current Plan Revenue/Distribution:

- 2015 Reserve Balance = \$5775.44
- 2016 Revenues = \$3906.5
- 2016 Expenditures = \$3952.38
- May 31, 2016 Balance = \$5,729.56

2016 Revenue Sources:

- ❖ Cupcake Lady donation = \$281.50
- ❖ Murder Mystery donation = \$2125.00
- ❖ Veteran Refund = \$500.00
- ❖ Am Legion Post 409 = \$1000.00

*Current SSRF Policy & Procedures are under review and will be presented to the Veterans Service Commission for approval on June 23, 2016.

Douglas County VSO Soldiers & Sailors Relief Fund - Expenditures

As of: May 2016

Amount	Purpose	Circumstances
\$378.93	Delinquent Utility Bill	Vets source of income disappeared; not eligible for Crisis Fuel Assistance.
\$317.00	Minimum Fuel Oil Fill	Veterans work hours reduced; not eligible for Crisis Fuel Assistance.
\$500.00	Vehicle Repair	Veteran needed safe vehicle for work purposes.
\$335.64	Homeless Vet	Veteran was couch surfing/sleeping in doorways etc..
\$500.00	Delinquent Utility Bill	Veteran's husband lost job; has excessive student loans/other bills.
\$49.00	Homeless Vet	Veteran evicted from residence by Sheriff; 1 night in motel for SSVF eligible.
\$392.81	Homeless Vet	Veteran was couch surfing; needed housing for hygiene for job interview
\$500.00	Delinquent Rent	Veteran delinquent couple months rent; NSC pension to start April 1, 2016
\$500.00	Delinquent Utility	Veteran received disconnect notice; will be starting new job @ Walmart
\$179.00	Homeless Vet	Veteran needed housing for new employment on-call
\$300.00	Delinquent Utility	Veteran changed jobs & fell behind in utility payments
\$3952.38	Total Expenditures	

Douglas County Veterans Service Office - Veterans Transportation



Owner:	Brian Erickson	Objective:	DCVSO will: Ensure Veterans Transportation Services (VTS) are adequate to meet Veteran's needs.
Measure:	Customer Service	Key Initiatives:	Review Transportation options within Douglas County, ensuring Veterans continue to receive services which fit their needs.

During the months of April 2016 and May 2016, the Douglas County Veteran Service Officer (CVSO) conducted a review of the current transportation services available to Veterans within Douglas County Wisconsin. The purpose of this review was threefold:

1. Acquaint the new CVSO with the current transportation services available in Douglas County.
2. Build a working relationship with the Transportation coordinators of the Wisconsin Disabled American Veterans (WDAV) and Northeast Minnesota Disabled American Veterans (NE MN DAV).
3. Determine the importance and need for continuation of the current Douglas County Veterans Service Office (VSO) Van Service.

Current Transportation Services - The current Veteran Transportation Service (VTS) providers in direct support of Veterans within Douglas County are operated by three main entities:

1. WDAV Transportation Coordination Services
 - a. Well established service which has been operating for many years.
 - b. Coordination/operations located at Twin Ports Out-patient Clinic (TPOC)
 - c. Utilize three (3) vans which run Monday - Thursday
 - d. Services Provided
 - i. Transportation from/to TPOC to VA Medical Center in Minneapolis, MN (Veteran is required to have an appointment for this service)
 - ii. Local transportation from/to Veterans home within the City of Superior to the TPOC. (Veteran is required to have an appointment for this service).
 - e. Transportation services are reliant solely on Non-Paid volunteer drivers.
2. NE MN DAV Coordination Services
 - a. Newly established service in early 2016.
 - b. Coordination/operations co-located at Twin Ports Out-patient Clinic (TPOC) with the WDAV.
 - c. Utilize two (2) 14 passenger mini busses which run weekly Monday - Thursday
 - d. Services Provided
 - i. Transportation from/to TPOC to VA Medical Center in Minneapolis, MN (Veteran is required to have an appointment for this service)
 - ii. Local transportation from/to Veterans home within the City of Superior to the TPOC. (Veteran is required to have an appointment for this service).
 - e. Transportation services are reliant solely on Non-Paid volunteer drivers.

3. Douglas County Veteran Service Office Coordination Services
 - a. Well established service which has been operating for many years.
 - b. Coordination/operations located within the CVSO.
 - c. Utilize one (1) van which runs weekly Monday, Wednesday-Friday
 - d. Services provided:
 - i. Transportation from/to Veterans Home (for city residents) or Hardees Restaurant (Outside of city residents) to VA Medical Center in Minneapolis, MN (No Appointment is required for this service).
 - ii. Transportation from/to Veterans Home (for city residents) or Hardees restaurant (Outside of city residents) to VA Treatment Center in St. Cloud, MN (No Appointment is required for this service).
 - iii. Transportation from/to Veterans Home (for city residents) or Hardees restaurant (Outside of city residents) to University of Minnesota Treatment Center in Minneapolis, MN (No Appointment is required for this service).
 - iv. Emergency pick-up of Veterans outside of city.
 - e. Reliable Drivers, volunteers paid by STIPEND
 - f. Has been used for backup for TPOC DAV transportation services

Building Relationships - The CVSO has met with the WDAV and the NE MN DAV Transportation Service Coordinators and the CVSO has achieved a good working relationship with both organizations. During conversations with these organizations the CVSO has discussed various transportation topics concerning how operations work between our organizations and what problems have been encountered along with some solutions. These informal discussions has opened a good working relationship between all three organizations and an understanding of how our transportation services complement one another in combined efforts to provide the best possible services for the Veterans within our community.

Importance of VSO Van Services – A main focus of the Veterans Transportation Review was to determine the necessity of the continuation of the VSO Van Service. The CVSO looked at various factors to accommodate the various needs for the Veterans residing in Douglas County.

1. Safety- All services maintain their vehicles and the CVSO has no knowledge of any safety issues or violations with any of the VTS services.
2. Reliability – Each service operate on timely schedules.
3. Courteous Service - The VSO has not received any complaints regarding any drivers not being courteous.

4. Flexibility-The WDAV and NE MN DAV are far less flexible than the VSO van service.
 - a. WDAV and NE MN DAV
 - i. Operate on set schedules and as a general rule do not deviate from these schedules or pick-up locations.
 - ii. Do not pick-up Veterans from their residence within the city for transportation to VA Medical Center.
 - iii. Veterans must have a scheduled appointment to be transported.
 - iv. Have numerous vehicles but difficulty finding volunteer drivers. The coordinators at many times play a dual role as coordinator and driver.
 - v. Have relied on VSO transportation to handle some of their runs in the past.
 - b. VSO Van Services
 - i. Operate on set schedules and will deviate from normal routine if needed.
 - ii. Will pick-up Veterans at their residence within the city, occasional pickup outside of city if needed.
 - iii. Veterans do not need a scheduled appointment to be transported.
 - iv. Will transport Veterans to most treatment facility locations as needed.
 - v. Occasional backup for WDAV/NE MN DAV

Analysis – The CVSO’s initial intent was to look at the feasibility of removing the VSO Transportation Service due to the need to replace the current VSO van and the addition of two new 14 passenger mini busses at TPOC operated by NE MN DAV. If looking at this from a mere monetary sense, it would be a wise decision to discontinue the VSO Van Service. However, after reviewing numerous other factors the CVSO believes it would create an undue hardship on the Veterans of Douglas County. The VSO service provides a level of service that the present DAV service does not and cannot provide at this time. In addition to the increased flexibility provided by the VSO service, the CVSO asked The WDAV Coordinator at the TPOC “Can the WDAV & NE MN DAV handle the increase of Veterans transportation needs if the VSO Service discontinued its service” and the reply was “NO, We Don’t Have the Drivers”.

The CVSO finds that the Veterans Transportation Services within Douglas County are adequately serving the Veteran’s needs, and the removal of the VSO Van Service at this time would be a detriment to those needing transportation services. The current DAV Transportation combined with the present VSO service complement each other and affords the Veterans with excellent transportation services for our region.



As of: May 2016

Financial Status

Veterans Service Office
Douglas County, WI

Douglas County Veteran Service Officer - Financial Management

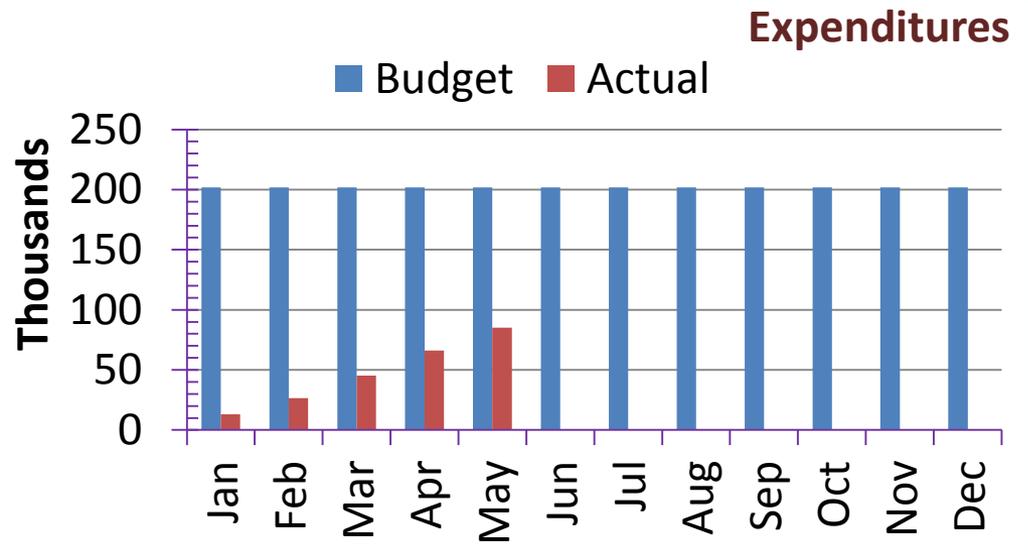
As of: May 2016



Owner:	Brian Erickson	Objective	The Douglas County VSO will: responsibly manage limited resources and ensure budgeted funds meet the needs and purpose of the Veteran Service Office.
Measure:	Financial Management	Key Initiatives:	To ensure we are within our target budget for CY16.

Date	Budget	Actual
Jan	\$201,719	\$13047.84
Feb	\$201,719	13435.70
Mar	\$201,719	18,723.10
Apr	\$201,719	20,895.51
May	\$201,719	18964.34
Jun	\$201,719	
Jul	\$201,719	
Aug	\$201,719	
Sep	\$201,719	
Oct	\$201,719	
Nov	\$201,719	
Dec	\$201,719	

* actual expenditures thru 5-31-16



Expenditures to Date
 Target = \$84,049.58
 Actual = \$85066.493
 Variance = (1,016.91)

Note: Budget Amt does not include 2016 budget projected Revenue of \$49,700.

Douglas County Veteran Service Officer - Financial Management

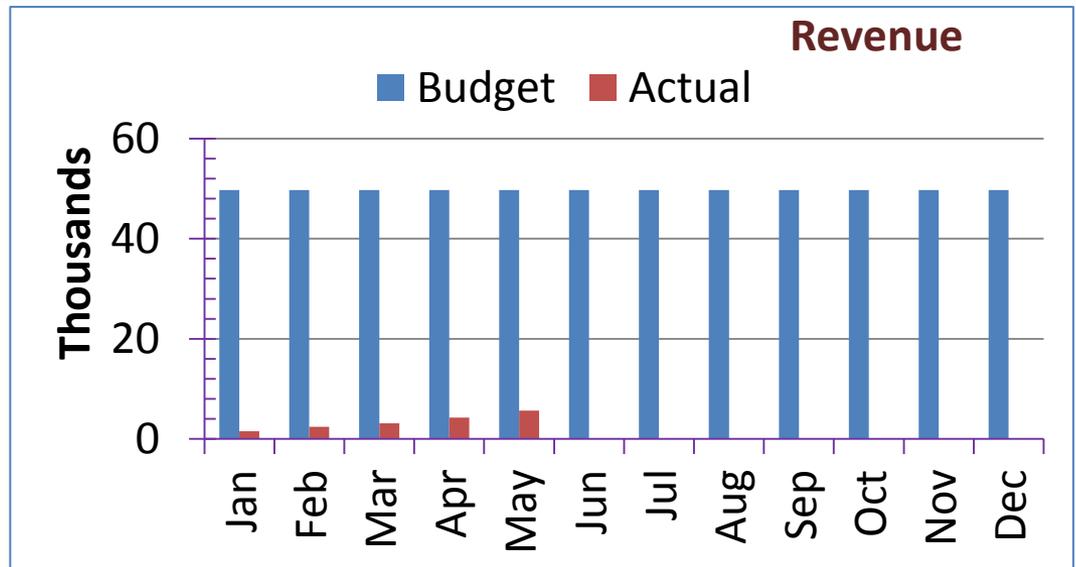
As of: May 2016



Owner:	Brian Erickson	Objective	The Douglas County VSO will: responsibly manage limited resources and ensure budgeted funds meet the needs and purpose of the Veteran Service Office.
Measure:	Financial Management	Key Initiatives:	To ensure we are within our target budget for CY16.

Date	Budget	Actual
Jan	\$49,700.00	\$1,564.00+
Feb	\$49,700.00	\$881.00+
Mar	\$49,700.00	\$705.00+
Apr	\$49,700.00	\$1,119.00+
May	\$49,700.00	\$1426.00+
Jun	\$49,700.00	
Jul	\$49,700.00	
Aug	\$49,700.00	
Sep	\$49,700.00	
Oct	\$49,700.00	
Nov	\$49,700.00	
Dec	\$49,700.00	

+ Collected, Public Charges for Services
 *Actual Revenues 1/1 - 5/31/2016



Revenues to Date
 Target = \$20,708.00
 Actual = \$5,695.00
 Variance = (\$15,013.00)

Note: 2016 Budget Revenue includes :
 Intergovernmental Revenues = \$19,700.00
 Public Charges for Service = \$30,000

Douglas County Veteran Service Officer - Financial Management

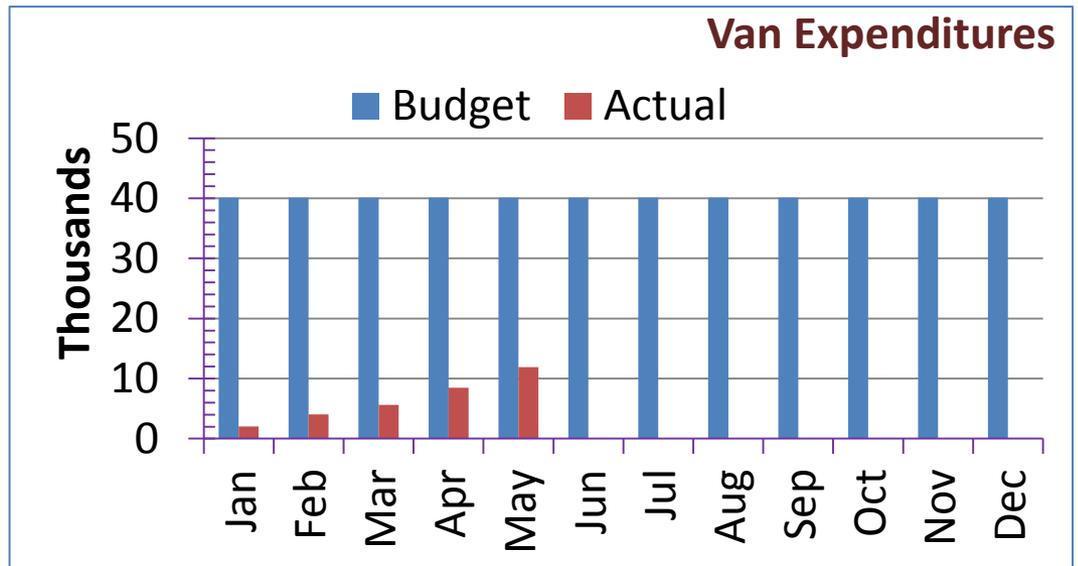
As of: May 2016



Owner:	Brian Erickson	Objective	The Douglas County VSO will: responsibly manage limited resources and ensure budgeted funds meet the needs and purpose of the Veteran Service Office.
Measure:	Financial Management	Key Initiatives:	Monitor Transportation costs for CY16.

Date	Budget	Actual
Jan	\$40,100.00	\$2,014.41
Feb	\$40,100.00	\$2,023.82
Mar	\$40,100.00	\$1584.61
Apr	\$40,100.00	\$2,862.16
May	\$40,100.00	\$3441.88
Jun	\$40,100.00	
Jul	\$40,100.00	
Aug	\$40,100.00	
Sep	\$40,100.00	
Oct	\$40,100.00	
Nov	\$40,100.00	
Dec	\$40,100.00	

Note: Actual Expenses 1/31 – 5/31/2016
 * Expenses include yearly Vehicle Ins.



Expenses to Date
 Target = \$16,708.00
 Actual = \$11926.88
 Variance = \$4781.12

Note: Van Expenditures include Driver Stipend, Maintenance & Repairs, Gas, Oil & yearly insurance costs.



As of: May 2016

Veteran Outreach

Veterans Service Office
Douglas County, WI

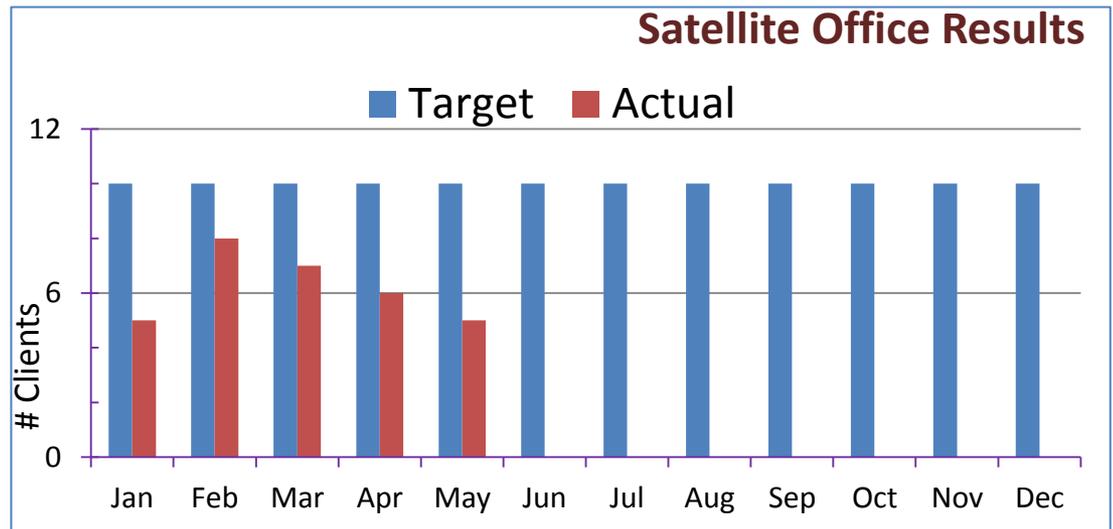
Douglas County Veteran Service Officer – Current Outreach Activities

As of: May 2016



Owner:	Brian Erickson	Objective	The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate and assist and bring the community together.
Measure:	Outreach	Key Initiatives:	Setup Satellite Offices in outlying communities with monthly visits.

Month	Lake Nebagamon	Solon Springs	Dairyland
Number of Clients			
Jan		2	3
Feb	3	3	2
Mar	4	2	1
Apr	0	4	2
May	1	3	1
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			



Veterans to Date

Target = 50
 Actual = 28
 Variance = (22)
 Add. Cost = ~\$485.00

Note: 25 appointments resulting in 16 different Veterans/Dependents, 9 different benefits, 3 Vets had Not been seen in 3+ years and 6 new Veterans added to our system.

Douglas County Veteran Service Officer – Current Outreach Activities

As of: May 2016

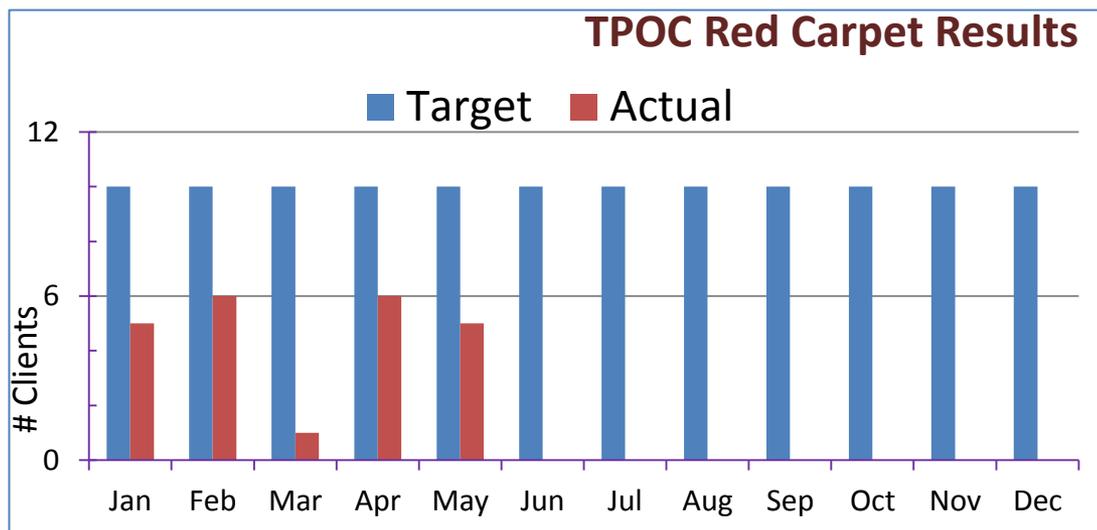


Owner: Brian Erickson	Objective The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate and assist and bring the community together.

Red Carpet Event is held monthly at the Twin Ports Out-Patient Clinic (TPOC). New Patients and those wanting more information on what the Clinic and the VSO has to offer Veterans are discussed in a relaxed atmosphere. The TPOC and VSO staff answer any questions Veterans may have.

More emphasis on Promoting Event:

1. Promote to each Veteran visiting the VSO.
2. Provide Red Carpet Handout in lobby and throughout local community..
3. Sign-up each eligible Veteran to VA Health Care System.



Veterans to Date

Target = 50
 Actual = 23
 Variance = (27)
 Add. Cost = \$0.00

Douglas County Veteran Service Officer – Current Outreach Activities

As of: May 2016



	Owner:	Brian Erickson	Objective	The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate and assist and bring the community together.
	Measure:	Outreach	Key Initiatives:	Question and Answer period at the TPOC

Weekly, Wednesday Mornings at Twin Ports VA Out-Patient Clinic the VSO staff setup up a table in the lobby for additional outreach.

Networking has been the main focus as staff and clients become familiar with a CVSO representative. Dozens of questions have been asked regarding Veterans Benefits on the federal, state, and local levels. Events are promoted, business cards given and traded, and a rapport has been established.

Douglas County Veteran Service Officer – Concluded Outreach Activity

As of: May 2016

	Owner: Brian Erickson	Objective	The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate and assist and bring the community together.
	Measure: Out Reach	Key Initiatives:	Introduction of New CVSO to Veterans, Veteran Organizations and the community.

The Open House was conducted at the Bong Memorial on April 15th, 2016.

Purpose of the Open House:

- Introduces new Douglas County Veteran Service Officer to:
 - Local Veterans
 - Local Veteran Organizations
 - Civic Leaders
 - Local Community

The Open House lasted approx. 3 hours, with nearly 75 people in attendance such as; Senator Janet Bewley and Representatives from the offices of Congressman Sean Duffy and Senator Ron Johnson. In addition, numerous Douglas County Board members, The Douglas County Administrator, Veteran Organizations from around the Twin Ports and numerous Veterans and local citizens were greeted at the event.

The Event was well received and numerous Veterans have been into the office stating they saw the CVSO at the Bong Center. The event definitely sparked an interest in our office at what it brings to the community.

Douglas County Veteran Service Officer – Concluded Outreach Activity

As of: May 2016



	Owner:	Brian Erickson	Objective	The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate and assist and bring the community together.
	Measure:	Outreach	Key Initiatives:	Veterans Expo (3 rd Annual) – Inform Veterans and dependents of local resources and benefits.

The 3rd annual UWS/DC VSO Veteran’s Expo was held on May 4, 2016 at the Yellow Jacket Union on the UWS Campus. This Event hosted by the UWS Veteran and Nontraditional Student Center in association with the Douglas County VSO is used to inform Veterans and their dependents of the local, state and federal benefits available to them.

This years Expo was fortunate to once again have the Sec. of WDVA John Scocos and the Chancellor of UWS Renee Wachter as the guest speakers. This year the Expo had ~140 attendees visiting 28 vendor tables. The CVSO’s table was busy throughout the entire event, which resulted in numerous Veterans making appointments for a variety of Veteran Benefit questions/claims in the days/weeks preceding the event.

Douglas County Veteran Service Officer – Future Outreach Activity

As of: May 2016



Owner:

Brian Erickson

Objective

The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate /assist and bring the community together.

Measure:

Outreach

Key Initiatives:

Networking efforts to establish continual local Contacts/Funding & provide available resource info.

WITC Recruitment Fair – June 23rd

Informing potential student Veterans and their dependents of the different education benefits available to them, the details of each, and how to access these benefits.

North Country Independent Living Expo – July 28th

Educating the public on potential benefits that disabled Veterans and their dependents can receive. Networking with local agencies, while meeting a new population of those we have not made contact with.

Running For Our Heroes 5K Run/Walk – Sept 10th

In the past two years, we have averaged 90 runners – this year the estimation is 150. This fundraiser is a collaboration of UWS – Veteran and Non Traditional Student Center and the CVSO. Last year over \$2300 was raised and we had more than 30 volunteers.

Military and Veterans Ball – late Oct/early Nov

Last year around 120 attended and \$1900 was raised to aid local Veterans and their families. 40 local businesses donated goods and services, and several volunteers aided in planning, set up, and tear down. This year we are anticipating 150-200 attendees and more donations towards the silent auction.

Douglas County Veteran Service Office (VSO) – Future Outreach Activity As of: May 2016

	Owner: Brian Erickson	Objective	The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate /assist and bring the community together.
	Measure: Outreach	Key Initiatives:	Increased Effort to Aid Homeless Veterans

The VSO goal is to connect with all homeless Veterans in Douglas County, give them resources and offer our services. We want to help them overcome any obstacles they face and provide them with as many tools and as much support as possible.

There are approximately 500+ homeless Veterans throughout Wisconsin, however no definitive statistics for Douglas County are available at this time.

Plan Forward:

- Design Postcard that has contact information for : Douglas County VSO, Supportive Services for Veteran Families (SSVF), Veterans Outreach and Recovery Program (VORP) and local food pantries.
- Create Care Bag of items like hand sanitizer, shampoo, soap, etc – all with the postcard and other fliers that could be beneficial to homeless Vets.
- Establish presence at Solid Rock Mission
 - Twice monthly, during peak meal hours
 - Provide Care Bags
- Assist SSVF with Donation Drives, such as:
 - Promotional materials
 - Clothing, Furniture drives
- Continue collaboration with SSVF, VORP and Solid Rock Mission Coordinators.

Douglas County
2017 Budget
Form B-5
New Positions and Upgrades

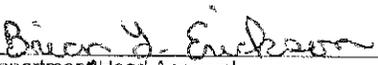
FUND	MAJOR FUNCTION	DEPARTMENT	COST CENTER	COMMITTEE
101	Veterans	Veterans	47100	Health & Human Services

NEW POSITION(S)

Class:	Number of Pos.	Salary per Hour	Salary per Year	Total	FICA	Retire.	Life & Hospital Ins.	Workers Comp.	Misc	Total Cost
Veterans Service Assistant	1	\$18.90	\$36,855	\$36,855	\$2,811	\$2,432	\$0	\$107	\$275	\$42,480
										\$0
										\$42,480
<i>Reason for new position(s):</i>										
Currently a limited term position - request to make permanent in 2017										
<i>Note: Total salary should include total amount to be paid, including overtime, etc.</i>										

PROPOSED POSITION RECLASSIFICATION(S)

Position	Present Class	Prop. Class	Present Salary	Proposed Salary	Increase in Salary	Increase in FICA	Increase in Retire.	Inc. in Workers Comp.	Total Inc. in Cost
<i>Reason for proposed reclassification:</i>									


 Department Head Approval

 Standing Committee Approval
 Administration Committee Approval

County Administrator Recommended

PLEASE NOTE: For new positions: Attach a copy of the Job Description
Attach a copy of respective committee minutes