

VETERANS COMMISSION
Thursday, June 23, 2016, 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 – Brian Erickson, Carolyn Pierce, Mark Liebaert, Kaci Lundgren, Committee Clerk.

APPROVAL OF MINUTES: Motion by Paine, second Liebaert, to approve minutes from the December 9, 2015, meeting. Motion carried.

ACTION ITEMS:

Douglas County Veterans Service Office Ordinance: Ordinance would allow donated funds to be allocated to Soliders and Sailors Relief Fund (only tax levy currently allowed).

ACTION (REFERRAL): Motion by Paine, second Liebaert, to recommend and refer to Health and Human Services Board. Motion by Paine, second Liebaert, to amend Section I to read, “The Commission shall consist of *at least* three residents of Douglas County...”. Motion carried. Motion by Paine, second Liebaert, to amend Section III and change *Administrator* to *Board Chair*. Motion carried. Motion to recommend as amended, carried.

Soliders and Sailors Relief Fund Policies and Procedures: To be regularly reviewed for changes, as necessary.

ACTION: Motion by Paine, second Liebaert, to approve, as presented. Motion carried.

INFORMATIONAL ITEMS - DOUGLAS COUNTY VETERANS SERVICE OFFICE:

SSRF Fund Status: \$5,729.56 balance as of May 2016.

Veterans Transportation Review: Erickson reviewed other possibilities to combine van service, as usage is declining; other area services do not have reliable drivers. Douglas County van service to continue, with potential van replacement for safer transportation, and potential surcharge for specific riders.

Financial Status: Revenue is down due to lack of transportation grant; van usage revenue was over-estimated.

Outreach: Satellite offices located in Lake Nebagamon, Solon Springs and Dairyland for veterans to visit and discuss benefit options. Monthly red carpet event, weekly Q&A table set-up at clinic, Bong Center open house, Veterans Expo, WITC recruitment fair, North Country Independent Living Expo, Running for Our Heroes 5K Run/Walk, and

Military and Veterans Ball all beneficial outreach activities. Free education seminar on final life planning for veterans to be held in the future.

Veteran's Assistant Position LTE to FTE Status: Position necessary for outreach activities; 27% increase in claims filed.

ADJOURNMENT: Motion by Paine, second Liebaert, to adjourn. Motion carried. Meeting adjourned at 5:28 p.m.

Submitted by,

Kaci Jo Lundgren, Committee Clerk



As of: Sep 1, 2016

Soldiers & Sailors Relief Fund

Veterans Service Office
Douglas County, WI

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

As of: Sep 1, 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 = \$4516.50
- 2016 Expenditures = \$4762.86
- Sep 01, 2016 Balance = \$5,529.08

2016 Revenue Sources:

- ❖ Cupcake Lady donation = \$281.50
- ❖ Murder Mystery donation = \$2125.00
- ❖ Veteran Refund = \$500.00
- ❖ Am Legion Post 409 = \$1000.00
- ❖ Last Resort Meat Raffle donation = \$610.00

*New SSRF Policy & Procedures and Ordinance waiting to be presented for final County Board Approval

Douglas County VSO Soldiers & Sailors Relief Fund - Expenditures

As of: Sep 1, 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

Douglas County VSO Soldiers & Sailors Relief Fund - Expenditures

As of: Sep 1, 2016

Amount	Purpose	Circumstances
\$171.00	Lodging	3 nights @ motel until transported to Chippewa VAP homeless program
\$239.50	Bus Fare	Veteran lost job locally \$ requested bus ticket to FL for promised employment
\$399.98	Lodging	SSVF found housing, but unavailable for 1 week from landlord; put vet up in hotel for the week, vets time at homeless shelter expired.
\$4762.86	Total SSRF Cash Expenditures	
\$25.00	Food Card	Veteran living out of car seeking employment needed food donated from Veterans Organization.



Douglas County

Veterans Service Officer

Brian L. Erickson

1316 N. 14th Street, Suite 385

Phone (715) 395-1332 Fax (715) 395-1373

MEMORANDUM

To: Douglas County Administration Committee and Health & Human Services
Committee Chair Persons.

From: Brian Erickson, Douglas County Veterans Service Officer

Date: September 9, 2016

RE: Budgetary Transfer Request for Purchase of New Veteran Service Office Van

I respectfully request a Budgetary Transfer from the Veteran Service Offices (VSO) Reserve Account in the amount up to its current balance of \$38,880.00 to be used towards the purchase of a new 2016/2017 van. The current VSO van is utilized to transport Douglas County & other Veterans upon request from the Twin Ports area to medical facilities in the Twin Cities and surrounding areas.

The current van which transports between 350 – 400 Veterans annually to the Twin Cities for comprehensive medical/pension exams, cancer treatments etc....has well served the Veterans of Douglas County with almost 300,000 miles of service since 2011. In recent months the van has been experiencing unscheduled service repair calls to keep it running, in just over the past 5 weeks the van has been in for repairs on three (3) different occasions for a total additional expense of \$1,107.41 for the Douglas County Veterans Transportation Service. With your approval of a budgetary transfer, this will greatly reduce the need for unscheduled servicing which creates unexpected expenditures and loss of service to our Veterans with each out-of-service repair.

I am currently seeking bids for a new replacement vehicle and with the Administration Committee, Health & Human Services Committee and County Boards approval; the VSO will purchase a vehicle in late October or early November 2016.



As of: Aug 31, 2016

Financial Status

Veterans Service Office
Douglas County, WI

Douglas County Veteran Service Officer - Financial Management

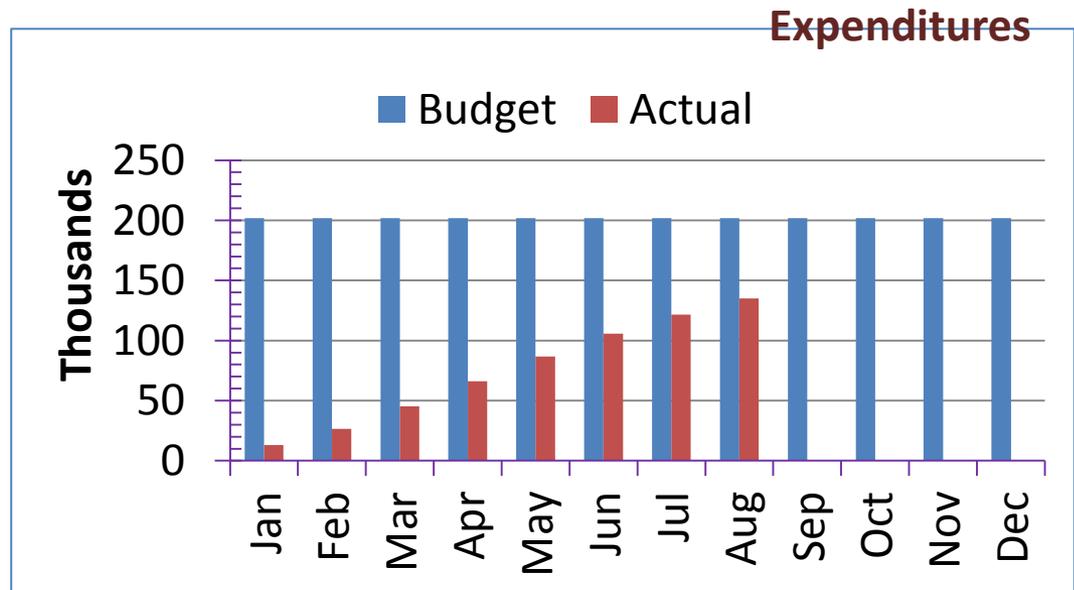
As of: Aug 2016



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	\$204,516	\$13,047.84
Feb	\$204,516	\$13,435.70
Mar	\$204,516	\$18,723.10
Apr	\$204,516	\$20,932.77
May	\$204,516	\$19,129.04
Jun	\$204,516	\$18,977.33
Jul	\$204,516	\$15,634.26
Aug	\$204,516	\$13,705.85
Sep	\$204,516	
Oct	\$204,516	
Nov	\$204,516	
Dec	\$204,516	

* actual expenditures thru 8-31-16



Operating Expenses

Target = \$136,344.00
 Actual = \$135,162.42
 Variance = \$1,181.58

Note: Budget Amt does not include 2016 budget projected Revenue of \$49,700 Or \$42,480 for Veterans Assist Salary.

Douglas County Veteran Service Officer - Financial Management

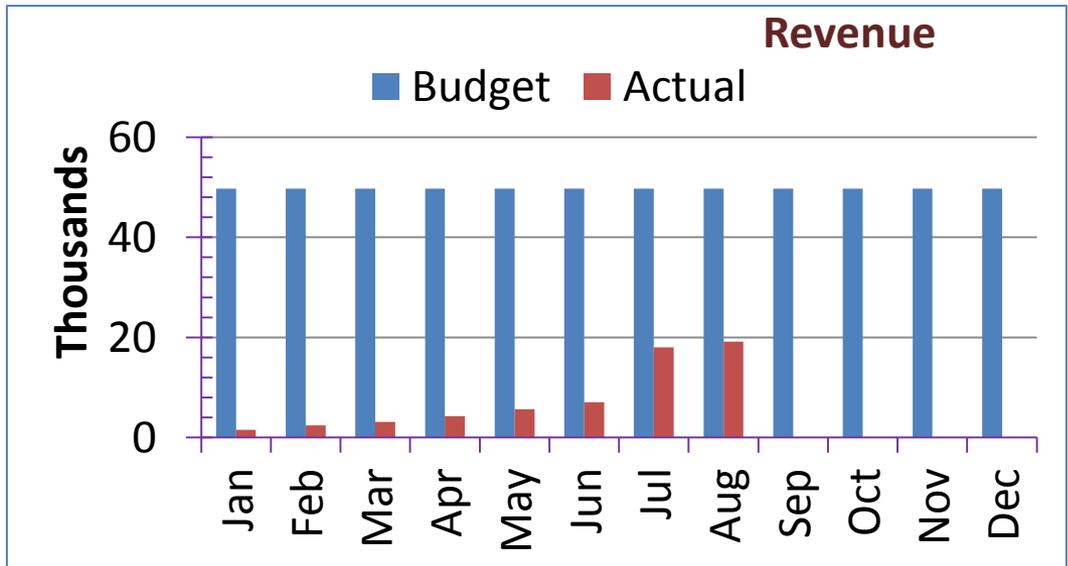
As of: Aug 2016



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	\$1,426.00+
Jun	\$49,700.00	\$1,357.00+
Jul	\$49,700.00	\$10,965.00+*
Aug	\$49,700.00	\$1,126.00
Sep	\$49,700.00	
Oct	\$49,700.00	
Nov	\$49,700.00	
Dec	\$49,700.00	

+ Collected, Public Charges for Services
 *\$10,000 CVS0 Grant



Revenues to Date
 Target = \$33,133.00
 Actual = \$19,143.00
 Variance = (\$13,990.00)

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

2016 Projected Revenue Shortfall of \$25,782

Douglas County Veteran Service Officer - Financial Management

As of: Aug 2016

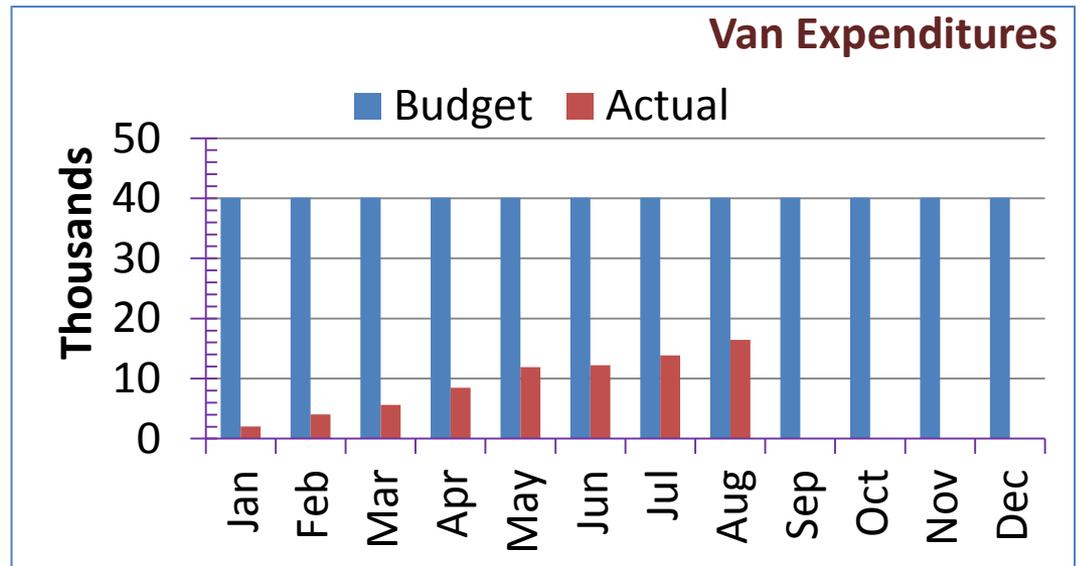


Owner:	Brian Erickson	Objective	The Douglas County VSO will: responsibly manage limited resources and ensure budgeted funds meet the needs and purpose of the Veteran Service Office.
Measure:	Financial Management	Key Initiatives:	Monitor Transportation costs for CY16.

Date	Budget	Actual
Jan	\$40,100.00	\$2,014.41
Feb	\$40,100.00	\$2,023.82
Mar	\$40,100.00	\$1,584.61
Apr	\$40,100.00	\$2,862.16
May	\$40,100.00	\$3,441.88*
Jun	\$40,100.00	\$1,653.59
Jul	\$40,100.00	\$1,627.67
Aug	\$40,100.00	\$2,600.29
Sep	\$40,100.00	
Oct	\$40,100.00	
Nov	\$40,100.00	
Dec	\$40,100.00	

Note: Actual Expenses

* Expenses include yearly Vehicle Ins.



Expenses to Date
 Target = \$26,733.33
 Actual = \$16,454.43
 Variance = \$10,278.90

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



As of: Aug 2016

Veteran Outreach

Veterans Service Office
Douglas County, WI

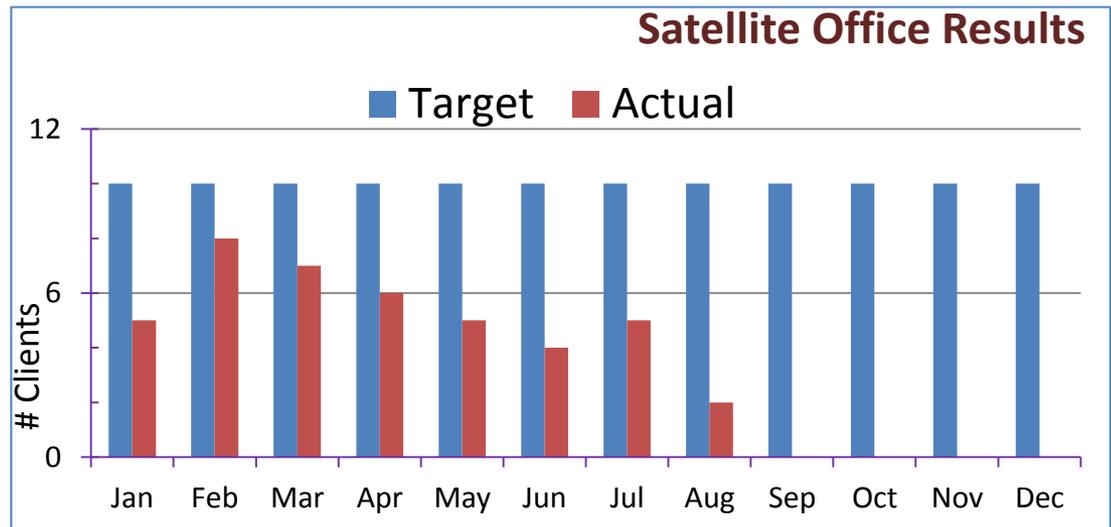
Douglas County Veteran Service Officer – Current Outreach Activities

As of: Aug 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	3	1	0
Jul	3	1	1
Aug	0	2	0
Sep			
Oct			
Nov			
Dec			



Veterans to Date

Target = 80
 Actual = 42
 Variance = (38)
 Add. Cost = ~\$485.00

Note: Aug was last month for Dairyland visits. Will Be opening up a new Satellite office in Town of Amnicon, Town Hall in October 2016. Demographics show substantial veteran population over Dairyland. (Dairyland 50 vets / Amnicon vicinity 250 vets.

Douglas County Veteran Service Officer – Current Outreach Activities

As of: Aug 2016

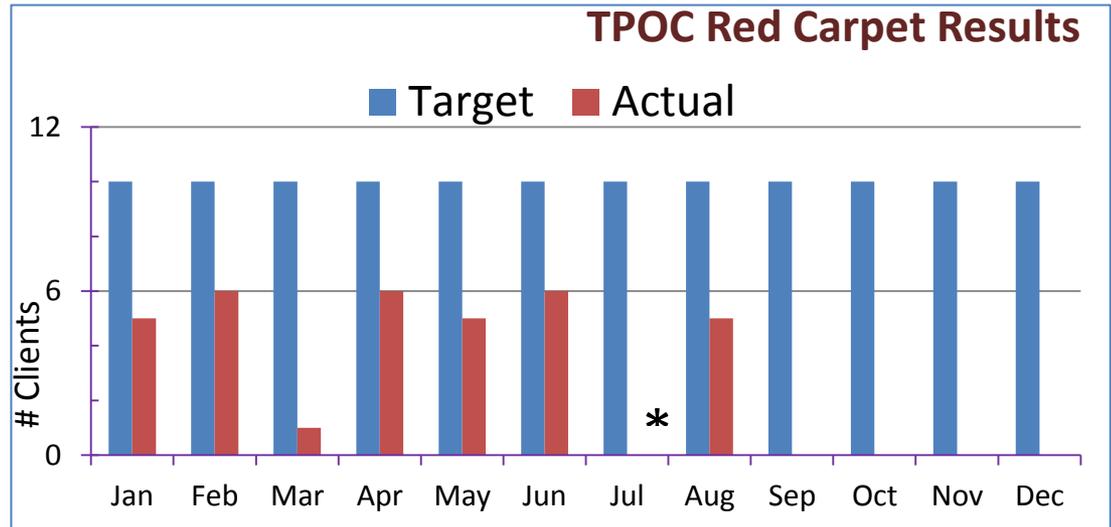


Owner: Brian Erickson	Objective The Douglas County VSO will: Promote various programs and events to maximum the effectiveness of reaching out to the greatest number of Veterans to educate and assist and bring the community together.

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 = 80
 Actual = 34
 Variance = (46)
 Add. Cost = \$0.00

* July event not supported, due to North Country Living expo support by our office

Douglas County Veteran Service Officer – Current Outreach Activities



	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



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:

Expand our out reach efforts

July 15, 2016

Lake Nebagamon Tribute Wall Ceremony: CVSO invited to provide a speech to the local community addressing the importance and dedication of the wall, and meaning for the community. THE VSO Office also provided an informational table of our services for people to speak with us after the ceremony. The ceremony and event went well.

July 28, 2016

North Country Independent Living Expo: The Expo was held at the local Mariner Mall and included a variety of vendors from the local area. Used the event to promote our services and interact with the local supporting agencies. Not very many veterans attended the event.

Aug -8 & Aug 22

Solid Rock Mission: Homeless outreach effort where we teamed up with members from SSVF and VORP to try to build a common trusting relationship within the local homeless community. The Aug 8 event did not provide us the opportunity to meet with any homeless so we adjusted our time slot and revisited the shelter on Aug 22. The Aug 22 visit afforded us a better opportunity and we were able to converse with 2 new veterans that were not associated with our CVSO office.

Douglas County Veteran Service Officer – Concluded Outreach Activity



	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:	Expand our outreach efforts.

Aug 16 & 17, 2016

Informational Seminar: Held the first of our new quarterly informational seminars at the government center. This first seminar attracted a total of 14 people, 4 on the after noon session of Aug 16 and 10 in the evening seminar of Aug 17. The seminars topic was Final Expenses & VA Burial Benefits. It was well received by the participants who attended and they would like to see more of them.

Sep 10, 2016

Running for our Hero's 5k: Approximately 100 runners participated in the event. The weather was good and very good comments were received by the participants. Am Legion Post 435 donated the sound system. Will beginning planning for next years event in a few months.

Sep 10, 2016

148th Air Wings Resource Fair: Setup a table and provided information to the local veterans. Very few veterans showed interest but did get to speak to a few. Touched base with a few of the vendors such as VA representative from St. Paul, MN and 23rd Veteran representative.

Douglas County Veteran Service Officer – Future Outreach Activity



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.

Military and Veterans Ball – Nov 4, 2016

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 attendees and more donations towards the silent auction. So far we have raised \$3,100.00 in donation towards the event which will be held once again at the Belgian Club in Superior, WI.

Informational Seminar - Early December 2016: In planning stages for our last seminar (4th Quarter) in 2016.