

Veterans Services Foundation Board of Trustees
ELECTRONIC Meeting Minutes
December 10, 2020

A meeting of the Veterans Services Foundation (VSF) Board of Trustees was held electronically on December 10, 2020. The meeting was called to order at 11AM.

TRUSTEES PRESENT

- William Ashton, *Chairman, Joint Leadership Council, Ex-officio/voting*
- Robin Beres
- Allan Burke
- Nicole Carry
- Kyle Craig
- Paul Haughton
- Carlos Hopkins, *Secretary of Veterans and Defense Affairs, Ex-officio/voting, joined at 11:09*
- Jack Lanier, *P&P Committee Assistant Chair*
- John Lesinski, *Chairman, Veterans Services Foundation*
- Walter Stosch, *Finance Committee Chair*
- Jarris Taylor, Jr.
- Bruce Waxman
- Valerie Zimmerman

VSF STAFF PRESENT

- Erin Green, *Operations Manager-*

DVS STAFF PRESENT

- Tammy Davidson, *Chief Financial Officer- ex officio/non-voting, VSF Treasurer*
- Glendalynn Glover, *Administrative Assistant*
- John Maxwell, *Commissioner*
- Annie Walker, *Deputy Commissioner*
- Jordan Stewart

GUESTS PRESENT

- Jack Hilgers, awaiting reappointment
- Rick Oertel
- Cyndi Miracle, Virginia Chamber of Commerce

Materials Attached

- November 17, 2020 Draft Development Committee Minutes (Attachment One)
- November 16, 2020 Draft Procedures and Policies Committee Minutes (Attachment Two)
- FY21 First Quarter Financial Report (Attachment Three)
- December 10, 2020 VSF Electronic Meeting Draft Agenda (Attachment Four)
- BVS Report to VSF (Attachment Five)
- September 17, 2020 Board Meeting Draft Minutes (Attachment Six)

Opening and Pledge of Allegiance

Board Chair Lesinski called the meeting to order at 11AM. He then led the group in reciting the Pledge of Allegiance.

Roll Call of Trustees and Quorum Determination

A roll call was conducted and with 11 of 11 trustees present, a quorum was established.

Introduction of Staff and Visitors

Board Chair Lesinski welcomed DVS Staff and visitors.

Approval of Agenda

Board Chair Lesinski noted two changes needed to be made to the agenda, including moving the Commissioner's presentation to the second position and Deputy Commissioner Walker giving the report on the Altria Grant. Ms. Valerie Zimmerman moved to approve the Agenda with the changes Board Chair Lesinski noted. Ms. Robin Beres seconded the motion. A roll call vote was taken and the motion passed unanimously.

Review and Approval of Minutes

Board Chair Lesinski noted that electronic copies of the minutes from the September 17, 2020 were emailed to the Trustees and posted on the Commonwealth Calendar and VSF website. The only changes necessary were grammatical. Mr. Paul Haughton moved to approve the September 17, 2020 minutes; Secretary Hopkins seconded the motion. A roll call vote was taken, and the motion passed unanimously.

PRESENTATIONS

Chairman's Report

Chairman Lesinski stated he traveled to Lexington, VA to the local MOAA Chapter on December 9, 2020 to receive a donation of just over \$16,000.00. The Chairman stated that in year-to-date giving, we have received \$75,348.00 with 206 contributions. We are down by \$31,000.00 and were at \$106,000.00 last year with 264 contributions. Mr. Chairman announced that we will be doing a year-end appeal. He stated that he would like trustees to record a short video if possible, for the appeal. Chair Lesinski stated we are working with a VFW Post in Fauquier County that would like to do a fundraising initiative centered around our Care Centers.

Virginia Chamber of Commerce, Cindi Miracle

Cyndi narrated a slide deck that discussed the Chamber's initiatives for Virginia Veterans moving forward. Cyndi spoke about the commerce's strategic plan called Blueprint Virginia which is a comprehensive plan for Virginia that was developed 7 years ago. The Chamber announced last week their plan for Blueprint 2030, which will start in January 2021. Cindy stated that she is looking forward to having us at their January meeting and working with DVS/VSF on their future initiatives for Virginia Veterans. The Chairman thanked Cindy for taking the time to talk about the Chamber's Veterans initiatives.

The Chairman opened the floor for any questions. There were none.

REPORTS

VSF December 10, 2020 Board of Trustees Meeting Minutes

Department of Veterans Services

Commissioner Maxwell stated that DVS has been in a hybrid telework schedule since the end of June. He stated that they are down 35% of claims from last year and they have 22% less new clients working with their veterans and family support (VVSF) teams. The Commissioner stated that in September they released an online appointment tool and since the release they have had 900 online appointment requests. Commissioner Maxwell stated that the homeless rates have been down due to the Cares Act and eviction moratoriums that have been offered over the last few months. Commissioner Maxwell noted that both care centers are on schedule to open in 2022. Commissioner Maxwell stated that Women's Veterans Programs are going strong and there has been an increase of women veteran engagement by 21% and a 50% increase of partner referrals.

Commissioner Maxwell stated he has some recommendations for a few of the programs.

- 1) Homeless fund usage is down by 61% and a decrease of 51% of funds are not being used due to the CARES ACT. The Commissioner does not believe that they will expend the entire \$210,000.00 that is allocated to the Homeless fund. He is recommending we increase \$2,500.00 per household over a two-year period. The Commissioner also stated that they would like to include homeless clients served through the rapid rehousing funds program.
- 2) Direct Services — Commissioner Maxwell stated there has been a decrease of 36% of veterans who were being served but an increase of 14% in total spending. Although there has been an increase, they are on track to spend \$140,000.00 to \$170,000.00 of the \$240,000.00 budget. The commissioner stated that they were looking into starting a gas card pilot program that would allow veterans to get to programs or appointments outside healthcare appointments. Commissioner Maxwell would like to increase the maximum assistance that regional directors can approve to \$2,500.00. The commissioner also stated that having flexibility on how they use funding for financial assistance.
- 3) VETE — Would like to use \$20,000 for the next women's summit in June. They have used \$18,500.00 for virtual networking platform so far and would like \$105,000.00 for V3 curriculum updates for next FY.

The commissioner stated they are looking for more flexibility with using the funds for their programs and hope that the Board of Trustees will be open to his recommendations. Chairman Lesinski asked when the Commissioner would like feedback from the Board. Commissioner Maxwell stated that the sooner the better.

Secretary of Veterans and Defense Affairs, Carlos Hopkins

Secretary Carlos Hopkins provided the board with an update on four primary focuses for this year's legislative session: Transitional Services, expand MMAT capabilities, giving the department of military affairs greater authority over tag and the state active-duty healthcare proposal. Secretary Hopkins stated they are currently working on cultivating a relationship with Home Depot on the Hire Vets program, and Transition Programs. He has also encouraged Home Depot to reach out to VSF as a potential donor.

Altria Grant, Deputy Commissioner Annie Walker

Deputy Commissioner Walker outlined the programs that were under her strategic guidance. Deputy Commissioner Walker stated that in 2015 they started partnering with Altria through a \$100,000.00 a year grant. Since 2015 there has been \$317,606.00 of unspent funds over a 5-year period. Walker stated that in November, Altria gave Executive Director Karla Boughey permission to access unrestricted \$86,000.00, leaving them with \$231,000.00 to spend. Deputy Commissioner stated that \$120,000.00 will be allocated to Direct Services to Veterans and Spouses. These funds will be allocated for credentialing courses in manufacturing trades and IT field. Deputy Commissioner stated that VCSS has identified the lack of proper technology has increased due to COVID. DVS will be working with Tech for Troops to distribute 225 refurbished laptops to Veterans and Spouses in need and have allocated \$56,250.00 for this program. A total of \$20,000 will be used for marketing and communications to increase awareness of programs that are offered through the Altria Grant. Deputy Walker stated that they will be holding a virtual Military Education Summit that will be remote this year due to COVID. They are estimating a total of \$35,000 will be needed to host this event. In total they have allocated all of \$231,250.00 of unspent funds in these four areas. Deputy Commissioner Walker stated they submitted the plan to Altria as of last week and are waiting to hear back from them.

Board of Veterans Services

Michael Dick, the Chair of the Board of Veterans Services noted BVS's last meeting was held on November 13, 2020 was focused on the consideration of JLC proposed incentives for the next legislative session. JLC had 7 proposed initiatives and the board embraced 4 of them and took no position on 3 other initiatives.

The Board of Veteran's Services has assigned point of contacts that affiliate with various aspects of DVS — specifically service area directors. In BVS's September meeting, they addressed 5 of those services areas. They will continue to address the additional services areas in their December and spring meetings. Chair Lesinski asked if there were questions. There were none.

Joint Leadership Council

Mr. Bill Ashton noted the JLC has come up with 8 initiatives this year and two support letters that can be found on the JLC website. Their next meeting is December 16, 2020 and will be held virtually. Mr. Ashton asked if there were questions. There were none.

Virginia Veterans Services Foundation

Acting Executive Director, Jordan Stewart stated that donations were down from where we were in 2019. Acting Executive Director Stewart stated that we had raised \$2,055 and we gained 8 first time donors from our Veterans Day Campaign. Acting Executive Director Stewart stated on Giving Tuesday we had a total of 9 donations, totaling in \$1,981. Acting Executive Director Stewart stated that on December 9, 2020 we had received a donation of \$2500.00 from Rosie's Gaming Emporium in New Kent which had been in result of Executive Director Karla Boughey's efforts in October. Executive Director Stewart stated that her and Erin Green, Operations Manager have been researching GiveCloud a donor database to help with donor relations and outreach. She stated that she was going to look further in what was needed to start the process of working with them in the future.

Development Committee Report, Robin Beres

Ms. Robin Beres stated the Development Committee had a virtual meeting on November 17, 2020. In the meeting they discussed creating a development plan to reach out to local corporations that Executive Director Karla Boughey had Erin Green, Operations Manager research to see if they could be potential donors. The Committee will continue to work on the draft Development Committee Plan.

Finance Committee, Walter Stosch

Senator Walter Stosch stated he did not have a formal report. He stated that Executive Director Karla Boughey's request to Altria to redesignate \$86,000.00 to unrestricted funds was successful. Chair Lesinski asked if there were questions. There were none.

Procedures and Policy Committee (Attachment Three)

Dr. Jack Lanier stated that the Committee met virtually on November 16th, 2020. Dr. Jack Lanier welcomed new board member Bruce Waxman and thanked Jack Hilgers. Dr. Jack Lanier stated they had reviewed and approved a work plan for 2021 which is made up of four policies. Dr. Jack Lanier stated that the work plan is the road map for the P & P committee and will follow for the upcoming FY2021. He also stated that there were several Policies and Procedures that the Committee would recommend approving, because the changes were only technical in nature. Chair Lesinski asked if there were questions. There were not.

Review of FY21 First Quarter Financials Report

Mrs. Davidson noted that the FY21 First Quarter ended on September 30, 2020. Mrs. Davidson stated we started out relatively low for our first Quarter with a total income of \$22,926.08. Mrs. Davidson stated we had \$73,432.94 in expenditures in the first quarter and we have total balance of \$1,878,215.23.

Mrs. Davidson discussed a budget adjustment to move \$10,000.00-\$20,000.00 from VA Veteran Care Center and the Unit Project and Funds function and place it in VETE Women's Veterans Summit to accommodate the donation they received for the women's summit.

UNFINISHED BUSINESS

The Chairman brought to discussion when the board should meet to discuss the changes that Commissioner Maxwell recommended in his report. Mrs. Davidson stated she will get with the Commissioner and provide him a written document on the changes that he recommended and also provide them to the board in a timely matter.

NEW BUSINESS

Approval of Development Committee Recommendations

None Required

Approval of Finance Committee Recommendations

Senator Stosch moved to approve the FY21 First Quarter financial report that was provided to the Board. Ms. Robin Beres seconded the motion. A roll call vote was taken the motion passed unanimously.

Approval of Procedures and Policies Committee Recommendations

Chair Lesinski made the recommendations for Policy F1, Policy F4 and Joint Policy J11, appendix E en bloc. Mr Allan Burke moved to approve the policies en bloc. Dr. Jack Lanier seconded the motion. A roll call vote was taken, and the motion passed unanimously.

Other New Business

Mrs. Tammy Davidson made a motion to move \$10,000 from VA Veteran Care center and the unit project and funds function and place it with VETE Women's Veterans Summit, increasing it to \$182,700 and decreasing 62,000 to accommodate the donation they received for the women's summit. Ms. Robin Beres seconded the motion. A roll call was taken, and the motion passed unanimously.

PUBLIC COMMENT PERIOD

There were no comments.

Adjournment

A final roll call was taken and 8 out of 14 Trustees were present. Ms. Nicole Carry moved to adjourn the meeting and Dr. Jack Lanier seconded the motion. The meeting adjourned at 1:02PM.