

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

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

**Absent:** Ben Renda

**Staff:** John Nibbelin, Chief Deputy County Counsel; Marci Dragun, Supervisor Warren Slocum’s Office; Selina Toy-Lee, HSA; Ed Kiryczun, CVSO/HSA; Matt Wilson, CVSO/HSA; Darren Adkinson, CVSO/HSA

**Public Comments by:** No public comments

Topic	Discussion	Action/Next Steps
<b>Meeting Called to order and Pledge of Allegiance recited</b>	<ul style="list-style-type: none"> <li>• Meeting called to order at 6:31pm.</li> <li>• Pledge of allegiance and roll call taken.</li> </ul>	<ul style="list-style-type: none"> <li>• No additional actions or steps</li> </ul>
<b>Approval of November Minutes and Adoption of Agenda</b>	<ul style="list-style-type: none"> <li>• Minutes from the November 2019 meeting were adopted.</li> <li>• Agenda for tonight’s meeting was approved.</li> </ul>	<ul style="list-style-type: none"> <li>• No additional actions or steps</li> </ul>
<b>Public Comments</b>	<ul style="list-style-type: none"> <li>• No public comments</li> </ul>	<ul style="list-style-type: none"> <li>• No additional actions or steps</li> </ul>
<b>Veterans Commission Business</b>	<ul style="list-style-type: none"> <li>○ <b>County Veterans Services Officer Introduction:</b> Ed Kiryczun introduced himself as the new County Veteran Services Officer and provided an operational update to the Veterans Commission. Mr. Kiryczun introduced Darren Adkinson, the new Veterans Outreach Worker to the Commission.</li> </ul>	<ul style="list-style-type: none"> <li>• No additional actions or steps</li> </ul>
	<ul style="list-style-type: none"> <li>○ <b>Nominations/Selection of Chair and Vice Chair:</b> Commissioner Martin was nominated for Chair at the November meeting. There were no other nominations for Chair at this meeting. Commissioner Smith was nominated for Vice Chair at the November meeting, and there were no other nominations for Vice Chair at this meeting. The Commissioners voted and a unanimous decision was made to elect Kai Martin as the new Commission Chair, and George Smith as the new Vice Chair. Commissioner Martin asked Commission Scherf to finish facilitating tonight’s meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Ed Kiryczun will meet with Kai Martin to discuss the year ahead.</li> </ul>
	<ul style="list-style-type: none"> <li>○ <b>Veteran of the Year –</b> The luncheon was a success, with 344 attendees, which included attendance from 156 veterans, 9 Commissioners, and 99 sponsored seats provided to veterans. There were a total of 24 full sponsorships, 7 split/partial sponsorships, bringing in a total of \$33,000 in sponsors. Commission Scherf commended those who helped bring in sponsorships and worked on the committee. Next year’s luncheon will be at the Pullman Hotel on November 5, 2020. The Commissioners will begin to work on securing a speaker for the 2020 event.</li> </ul>	<ul style="list-style-type: none"> <li>• No additional actions or steps</li> </ul>

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<p><b>Veterans Commission Business (continued)</b></p>	<ul style="list-style-type: none"> <li>○ <b>Sub Committee Updates</b></li> </ul> <p>Goal 1 – Commissioner Vaillancourt reported out. The subcommittee held a productive meeting prior to the Commission meeting. HSA staff have drafted the RFQ and will route for review to ensure the scope of work meets the intended goals. The goal is to have the work begin in the summer so that the Commission can provide a report out on progress of the Strategic Plan to the Board of Supervisors in September 2020.</p> <p>Goal 2 – Commissioner Leach reported out. The subcommittee has reviewed commission meeting minutes to compile a list of past presenters. They are 75% complete with this task. They still need to review 2018 minutes. CVSO Kiryczun reported out that he also reviewed this goal with Mr. Adkinson and they have started to compile a catalog. This committee will also review the results of the needs assessment to confirm actual services being provided.</p> <p>Goal 3 – Commissioner Oliva reported out. This subcommittee will meet with CVSO Kiryczun to ensure that there is no duplication of effort with the County Veterans Services Office. They will put together a timeline of activities and survey other counties. It was requested that CVSO staff present their conference learnings at a future Commission meeting.</p> <p>Goal 4 – Commissioner Scherf reported out. In addition to the Veteran of the Year Awards Luncheon, this goal is intended to bring more visibility to the work of the Veterans Commission. This past year, the Commission participated in a Holiday Toy Event at Haven Family House, attended an event in celebration of the new Colma Veterans Village, and advocated for veterans housing in the city of Millbrae. A new webpage was developed and launched: <a href="https://hsa.smcgov.org/veterans">https://hsa.smcgov.org/veterans</a> which increases accessibility to information on veterans services in San Mateo County. The Commission will work with new Chair Martin on the annual report. The CVSO is also increasing use of their Twitter account @SMC_CVSO and all were asked to follow.</p>	<ul style="list-style-type: none"> <li>• The subcommittee will receive and provide feedback to the CVSO on the RFQ draft.</li> <li>• CVSO Kiryczun will share their current efforts on a service catalog with this subcommittee.</li> <li>• CVSO Kiryczun will meet with this subcommittee.</li> <li>• No additional actions or steps</li> </ul>
<p><b>Announcements from Veterans Commissioners</b></p>	<ul style="list-style-type: none"> <li>• Commissioner Smith reported that community member Elmer offered to provide a BBQ for all veterans in San Mateo County. The Commissioners discussed a possible event on March 25 at the Redwood City library, and Commission Smith will inform Elmer of this option and connect him with the organizer.</li> <li>• Commissioner Scherf announced a July 2020 event for the Seal Foundation in Half Moon Bay, which is a tribute to veterans and a fundraiser. As information is released, Commissioner Scherf will share with the Commission.</li> </ul>	<ul style="list-style-type: none"> <li>• No additional actions or steps</li> </ul>
<p><b>Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 7:27 pm.</li> </ul>	<p>The next Veterans Commission meeting is scheduled for Monday, March 9, 2020, at 6:30pm</p>