

May 19, 2020

The regular meeting of the Otsego County Veterans Affairs was held remotely by Zoom in compliance with Governor Whitmer's Executive Order 2020-75. The meeting was called to order at 9:00 a.m. by Chairman, Charles L. Berlin.

PRESENT: Members – Charles L. Berlin, Paul Cafuk, Claude Huff, Duane Switalski

EXCUSED: All present

OTHERS: Marlene Hopp, Cindee Polena

Chairman, Charles L. Berlin welcomed members and introductions were performed.

The Pledge of Allegiance was led by Charles L. Berlin.

Additions/Deletions to agenda: None.

Member Claude Huff joined the meeting at 9:05 a.m.

MOTION: by Paul Cafuk, approve the Veteran Affairs regular minutes of March 17, 2020, as presented.

Ayes: Unanimous Nays: None Motion Carried

MOTION: by Claude Huff, approve to reappoint Steven Rollins to the Otsego County Veterans Affairs, with term to expire 12/31/2024.

Ayes: Unanimous Nays: None Motion Carried

Michigan Veterans Affairs Agency (MVAA) County Veteran Service Fund (CVSF) grant status: Quarterly reports ending 12/31/2019 and 3/31/2020 submitted on-time with \$50,000 funding received within budget account on April 21, 2002.

Veteran Service Officer Reports:

All Otsego County Veterans Affairs staff have been working remotely from home since April 8. Director returned back in office on May 18, with Clerk returning earlier on May 6. Assistant to return in office on May 20.

Marlene Hopp attended many webinar trainings and meetings remotely, and continued working on claims and reports.

Staff have been attending to telephone calls, reviewing pending claim files by mail, fax, and emails.

Therefore, postage increased and a COVID-19 shipping and mail account have been added to our VA budget.

On Friday, a contractor will be reviewing office desks for measurements of plexiglass.

Marlene Hopp submitted flyer of Memorial Day virtual ceremony.

Thanked the board for attending our first zoom meeting.

Financial Reports:

Month end Veterans Affairs, burial, and soldier's relief financial reports were reviewed.

MOTION: by Duane Switalski, approve month end financial reports ending April 30, 2020 as presented.

Ayes: Unanimous Nays: None Motion Carried

Chairman Charles L. Berlin opened up the meeting for public comment.

Board Remarks:

Member, Charles L Berlin will be happy when local restaurants will be open.

Member, Duane Switalski reported that the County buildings should be open in June to the public by appointment only.

Member, Claude Huff reported that they are working on getting purple heart flag for Monday's ceremony and his family will be placing wreaths.

Member Paul Cafuk has been staying home with family.

The meeting adjourned at 9:35 a.m.

Minutes written by, Marlene K. Hopp, Veterans Counselor

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Chairman, Charles L. Berlin  
Otsego County Veterans Affairs