

MINUTES

**Quarterly Meeting of the
Missouri Veterans Commission
Held, pursuant to notice
August 7, 2017 — 2:00 PM
Missouri State Veterans Home – St. James
620 N. Jefferson, St. James, Missouri**

I. CALL TO ORDER

- A. Invocation & Pledge of Allegiance
- B. Roll Call
In attendance: Chairman Scott Englund; Member Mike Mowrer; Member Nancy Nelson; Member Bill Wallace; Member Chuck Wooten; Member Senator Dan Brown; Member Representative Steven Lynch;
Via Phone: Member Senator Jill Schupp; Member Representative Pat Conway
Absent: Ex-Officio Member Robert Hagedorn

Guests and staff present:

- 1. Guests: Nancy Cowan, Richard Heigert, David Kollore, David Parcell, Dewey Riehn, Virginia Riehn, Olin Parks, Barbara Simpson, Ruben Armenta, Earl Boyer, Joyce Boyer, Jim Kramer, Debbie Kramer, Charles Dickinson, Wayne Luna, Charles Barlar, Cary Kellett, Joe Brown, Robert Peitz, Robert Osborn, Bill Kiefer, Clyde Curtis, Deborah Halter
- 2. Staff: Larry Kay, Executive Director; Bryan Hunt, Deputy Director; Jill Talken, Executive Secretary; Kevin Hall, General Counsel; Daniel Bell, Public Information; Kim Packard, Director Homes Program; Stan Baughn, Director Cemetery Program; Doug Meyer, Director Veterans Service Program; Patty Faenger, Assistant Director Homes Program; Kevin Onstott, Capital Improvement Specialist; Julie Miller, Fiscal and Administrative Manager; Becky Wolken, Administrative Assistant; Terry McAdams, Director Human Resources; Melissa Wilding, Veteran Ombudsman; Melissa Skinner, HIPAA Compliance Officer

August 2017 MVC Employee of the Month Presentation to Democrito Saberon, Custodial Worker I from the Missouri State Veterans Home – St. James.

II. APPROVAL OF MINUTES

- A. Commission Meeting Minutes May 1, 2017
Member Wooten made a motion to approve meeting minutes as written and Member Mowrer seconded the motion. By a voice vote the minutes were passed unanimously as written.

III. EXECUTIVE DIRECTOR'S REPORT

The Executive Director's Report was delivered by Larry Kay, Executive Director.

- A. July 2017 – June 2018 Game Plan
- B. July 2016 – June 2017 Annual Report
- C. 2017 -2018 Missouri Benefits and Resource Guide for Veterans & Military
- D. Executive Order 17-03 Rules Review

IV. PROGRAM REPORTS

Program reports were distributed to Commission Members. Bryan Hunt, Deputy Director opened for any questions. Chairman Englund inquired on the status of the Electronic Healthcare Records. Deputy Director Hunt advised the Commission is continuing to work on interfacing and ongoing staff training.

V. STAFF REPORTS

Construction and Financial reports was distributed to Commission Members.

VI. LEGISLATIVE UPDATE

Member Senator Brown stated the Appropriations Committee should be receiving the states balance sheets soon.

Member Representative Lynch was honored to attend the Military Order of the Purple Heart Monument Dedication today at the State Veterans Cemetery – Fort Leonard Wood.

VII. OLD BUSINESS

- A. VSO Salary Increases –The Commission is continuing to work with our elected officials, Human Resources and OA in changing classifications and pay range. Current retention rate for Veterans Service Officers is in 85 percentile range.

VIII. NEW BUSINESS

- A. FY2019 Budget Items - Julie Miller, Fiscal and Administrative Manager reported Missouri Veterans Homes Inflationary Increases:
 - 1. Food \$100,557 Home Fund
 - 2. Medical \$101,022 Home Fund
 - 3. Residents Care \$125,208 Home Fund
 - 4. VSO Salaries \$396,000 VCCITF

FY2019 HR Budget Proposals – Terry McAdams, Director Human Resources reported on the following:

1. PAB Recommendations
2. Targeted Repositioning/WIG
3. Overtime Increases FY2014 – FY2017
4. Three Steps to Address the Overtime Problems – Funding for this proposal would be linked to both the Home Fund and VCCITF. Director Kay recommended the Three Step Proposal be submitted through the appropriate budget system (Department, Governor, House & Senate). After much discussion, Member Mowrer made a motion to approving moving forward with submitting the Three Step Proposal through the appropriate budget system. Member Brown seconded the motion. By a voice vote the motion passed unanimously.
5. St. Louis 24/7 Security Officer Coverage – Assessment completed and determined need of security officer coverage. Staff is still assessing other Homes for a need. Funding will come from the Home Fund and VCCITF. Member Wooten made a motion to approve the Security Officer Proposal. Member Mowrer seconded the motion. By a voice vote the motion passed unanimously.

B. 2018 Veteran Monthly Contribution Rate – Julie Miller Fiscal and Administrative Manager reported Missouri Veterans Homes Historical Resident Rates:

1. Last increase effective date 4/1/2015 to \$2,050 monthly

After much discussion, Director Kay advised the Commissioners he will solicit input from MAVO and will have a recommendation available at the next Quarterly Commission Meeting.

C. Missouri Association of Veterans Organizations (MAVO) – Richard Heigert

1. Next MAVO meeting will be held on September 19, 2017 at 1:30 PM at the DAV Jefferson City, Missouri.
 - a. MAVO Election of Officers
2. MAVO Legislative Committee will meet on October 30, 2017 following MVC Quarterly Commission Meeting.
3. Charles Dickinson replaces Dewey Riehn as the new VFW Legislative Chair. The Commission wishes Dewey well in his retirement.

D. HIPAA Security Awareness Training – Melissa Skinner, HIPAA Compliance Officer. Ms Skinner provided primary HIPAA training to the Commissioners. Chairman Englund thanked Ms. Skinner for a job well done.

Member Senator Brown thanked everyone for coming to St. James, Missouri today.

IX. VOTE TO GO INTO CLOSED SESSION

Member Wallace made a motion to go into closed session for the purpose of discussing pending legal issues, including records which are protected from disclosure under the Health Insurance Portability and Accountability Act of 1996. Member Wooten seconded the motion. By a roll call vote the meeting was closed.

X. VOTE TO GO INTO OPEN SESSION

Member Wooten made a motion to go into open session. Member Mowrer seconded the motion. By a roll call vote the meeting was opened.

XI. NEXT MEETING

The next meeting will be held on Monday, October 30, 2017 at 10:00 AM in Jefferson City, Missouri.

XII. ADJOURNMENT

With no further business to come before the Commission, the meeting was unanimously adjourned.



Larry D. Kay, Secretary