



**City of Milpitas
Veterans Commission
Meeting Minutes
Wednesday, August 1, 2018
5:30 p.m.**

**Milpitas City Hall Committee Room
455 E. Calaveras Blvd.
Milpitas, CA 95035**

- I. **CALL TO ORDER:** Chair Ebright called the meeting to order at 5:30 p.m.
- II. **FLAG SALUTE:** Chair Ebright led the Pledge of Allegiance.
- III. **ROLL CALL**
Present: Edward Smythe, William (Bill) Devereux, Arthur Ebright, Ed Ackerman, Liliana Ramos, John Schmidt, Denny Weisgerber, and Ricardo Martinez

Excused Absence: None

Late Attendance: None

Unexcused Absence: None

City Staff Present: Staff Liaison Dale Flunoy, Recreation Services Program Coordinator Josh Clevenger, and Recording Secretary Pam Caronongan

Elected Officials Present: None
- IV. **SEATING OF ALTERNATES:** None.
- V. **APPROVAL OF AGENDA: August 1, 2018**
M/S: Weisgerber / Ramos AYES: All
- VI. **APPROVAL OF MINUTES: June 6, 2018**
M/S: Ramos / Smythe AYES: All
- VII. **PUBLIC FORUM**
Frank De Smidt shared with the Commission that the Rotary Club of Milpitas will be hosting a Fundraising Dinner supporting the Know-A-Vet organization. The fundraiser will be on October 5, 2018, 6 p.m. at Ta Restaurant in Milpitas (90 South Abel Street).
- VIII. **ANNOUNCEMENTS / CORRESPONDENCE**
None.

IX. NEW BUSINESS

1. Veterans Commission Work Plan

Discussions were made regarding the draft Work Plan for the upcoming Fiscal Year 2018-19, with Staff Liaison Flunoy advising the Commission to return to the focus on why the Commission was formed – for the Commission’s efforts and activities’ primary focus would be to reach out and help Milpitas veterans.

Staff Liaison Flunoy additionally advised that the Commission can work with other commissions, such as the Commission teaming up with the Youth Advisory Commission (YAC) to raise funds for scholarships to benefit Milpitas veterans’ children. Working collaboratively with other commissions for efforts that have shared goals would be beneficial, since it would ensure that there would be no duplication of effort or work.

Another matter discussed was the level of work and the number of events and ceremonies that the Commission has in its workload while it only meets every other month. Consensus was made for the Commission to strive for a more balanced workload and identifying more outreach efforts, while most of the Commissioners agreed that the Commission should meet more often.

Motion: for the Commission to make modifications to the draft Work Plan, proposing for the Commission to have monthly meetings rather than its current bi-monthly meetings.

M/S: Smythe / Ackerman	AYES:	4
	NAYS:	2

Motion: for the Commission to accept the draft Work Plan with the proposed modifications, and present said Work Plan for City Council review and approval.

M/S: Weisgerber / Ackerman	AYES:	All
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X. OLD BUSINESS

1. Hot August Bites

The Commission discussed time/shift assignments, delegated duties, and other logistics for the event, which would be held on Saturday, August 25, 2018 from 4 p.m. to 10 p.m. at the Civic Center Plaza.

Staff Liaison Flunoy reported that to date, there are 20 registered car entries for the mini car show.

Recreation Program Coordinator Clevenger reported to the Commission that the trophies have been updated in preparation for the event, and that staff is requesting support from the Commission to take on duties during the event. In turn, some of the Commissioners have readily informed Recreation Program Coordinator Clevenger on availability.

2. Veterans Recognition Lunch 2018

Chair Ebright reported that Commissioner Devereux and he were unable to speak before the City Council during the last City Council meeting, and therefore efforts to request for additional funds from the City Council was postponed.

Consensus was made for the Commission to continue solidifying logistics such as the menu and other details, which would help once the Commission is able to appear before City Council and make request for additional funds to be used for the event. Just as originally planned, Chair Ebright and Commissioner Devereux will appear in behalf of the Commission to request for the additional funds from the City Council.

Discussions regarding the Veteran of the Year would continue in the next meeting.

3. Veteran of the Year

Discussions were made the Veteran of the Year nomination forms, the veterans' database, and the applications. Staff Liaison Flunoy proposed, and the Commission agreed, for the database list to be divided into nine parts and have each Commissioner be assigned to contact one-ninth of the database list.

Staff Liaison Flunoy also reported that the nomination form is available online. In response to inquiries, Staff Liaison Flunoy replied that nomination forms would be due before November 11, 2018.

Commissioner Weisgerber proposed, and the Commission agreed, to have the nomination forms due date be November 1, 2018. Consensus was made of the importance of giving the Commission enough time to tally votes and secure the panel of judges to determine this year's winner.

The Commission requested staff to see if the City Manager, Chief of Police, Acting Fire Chief or a member of senior staff. Commissioner Weisgerber commented that it would be best to have the review of the applications and the selection of this year's winner be done by a panel or group outside the Commission so that no one would doubt the transparency and impartiality of the selection process.

Commissioner Smythe proposed before the Commission if the group could establish a rubric system wherein values would be assigned to criteria that have been predetermined by the Commission before the review process, and that the Veteran of the Year would be the nominee who garnered the highest overall score. Commissioner Weisgerber explained that the current system already uses a five-criterion rubric system.

Discussions regarding the Veteran of the Year would continue in the next meeting.

XI. LIAISON REPORTS

a. City Council Report

None

b. Staff Report

None

XII. FUTURE AGENDA ITEMS

- Adopt-A-Vet
- Dementia Friendliness
- Know-A-Vet

Commissioner Smythe shared with the Commission that the VFW would be slimming down, and that many case workers who work on claims would be laid off and leave veterans with less resources to address their respective needs and claim inquiries. Chief Ebright mentioned that the Commission could reach out to the Santa Clara Valley Service Office in Winchester and request Director Marian Moses to hold an informational session.

XIII. NEXT MEETING

- Regular Meeting – Wednesday, October 3, 2018, at 5:30 p.m.

XIV. ADJOURNMENT – Chair Ebright adjourned the meeting at 6:11 p.m.

Draft Minutes respectfully submitted by:
Pam Caronongan, Deputy City Clerk