



# VETERANS ASSISTANCE COMMISSION OF COOK COUNTY

**Executive Board Meeting Agenda**

**5 March 2024 17hr00**

**AML Post 36**

**1291 Oakwood Ave, Des Plaines, IL 60016**

**(Executive Board Members):** Frank Gutierrez (*President*), William Browne (*1st Vice President*), Dutch DeGroot (*2nd Vice President*), Robert Arciola (*Treasurer*),

**At Large Board Members:** Greg Jacobs, Wayne Kern, John Steciw. Non voting **Appointees** Jim Parker (*Secretary*), Kevin Ake (*Chaplain*), Gina A. LoGalbo (*Judge Advocate*), Lorenzo Fiorentino (*Sargent at Arms*). Elizabeth Soto (*Superintendent*)

**I. Welcome – President Gutierrez**

- a.** Call to Order
- b.** Roll Call/Establish Quorum – 2nd VP DeGroot
- c.** Recognition of Guests

**II. Opening Reflection – Chaplain Kevin Ake**

- a.** Prayer/Reflection
- b.** Pledge of Allegiance

**III. Consent Agenda – President Gutierrez**

- a.** Approval of Previous Meeting Minutes – November 26, 2024

**IV. Governance Report – Treasurer Arciola**

- a.** Approval of Financial Reports
- b.** Ratification of Certain Executive Board Actions (Tabled from Dec 17, 2024)

**V. VACCC Office Report – Superintendent Elizabeth Soto**

- a.** Veterans Served Report
- b.** Financial Updates & Budget Status
- c.** Staff Training Matrix – Not required for this meeting but ensure it will be ready for the next membership meeting
- d.** Progress on Digitizing VACCC Records
- e.** Updates on Increasing Monetary Assistance & Income Thresholds for Veterans

**VI. Updates on Cook County – Gutierrez/DeGroot**

- a.** Cook County Veterans Affairs (CCVA) Updates  
CCVA has hired a new Director for their department. Mr. Eric Armstrong is a Marine Corps Veteran and has a background in education.
- b.** Acquisition of CCVA Assets & Responsibilities – This option seems less feasible now; discussion on alternative strategies

## **VII. Consultant Reports**

- a.** Bylaws – John Steciw – Review of proposed amendments
- b.** Services Provided – Wayne Kern – Veteran Outreach and Support Programs
- c.** Budget – 1st VP Browne – Financial Projections and Funding Strategies
- d.** Office Relocation Committee – Update on potential new office locations

## **VIII. Unfinished Business – President Gutierrez**

- a.** Membership NFP Status – Further discussion on restructuring
- b.** Relocate from the current office of the VACCC to a new Cook County location – Meeting on January 11, 2025
- c.** Outreach & Funeral Home Engagement – VAC Burial Assistance Awareness

## **IX. New Business – President Gutierrez**

- a.** Review of Archival Closed Meeting Minutes – August 22 & September 24, 2024
- b.** Review of Adjusted Benefits for Veterans – Housing, burial, and financial assistance
- c.** Expanding VACCC Service Locations – Discussing courthouse & district office presence
- d.** Nominations and Elections  
Executive Board Officers (President, 1st VP, 2nd VP, Treasurer)  
Nominations and election of 3 At-Large Board Members  
VACCC President's Appointments  
Judge Advocate  
Sergeant-at-Arms  
Chaplain, and Secretary
- e.** 2025 Membership Status
- f.** Other Proposals & Board Discussion

## **X. Public Comment – President Gutierrez**

## **XI. Good of the Order**

## **XII. Adjournment**

- a.** Motion to Adjourn
- b.** Next VACCC Membership Meeting – March 25, 2025, 19:00 HRS (7:00 PM CST) at Hines VA Building 9