

COUNTY INSTITUTIONS COMMITTEE

Wednesday, January 10, 2018

PRESENT: E. Harriss, C. Dutton, B. Malone, J. Minner, L. Dalton, D. Moore, N. Petrillo
ABSENT: K. Novacich-Koberna, J. Futrell
OTHERS: J. Roth, C. Cohan, B. Lavite, A. Meyer

Ms. Dutton moved, seconded by Mr. Malone to approve the December meeting minutes.

MOTION CARRIED.

VETERANS' ASSISTANCE:

B. Lavite passed out his monthly report to the committee highlighting specific areas of the Veteran's Assistance Commission office. This report lists numbers from various areas of business such as Office Contacts, VAC Emergency Veterans' Assistance Approved, Case Work, Employment Center Services and VAC DAV Van Volunteer Transportation Network. In conclusion of Lavite's monthly presentation, he received praise from N. Petrillo for the work him and his office does.

CHILD ADVOCACY CENTER:

C. Cohan shared her report and explained that the renovations are still ongoing and hoping for completion sometime in February with an Open House in April. She was excited to announce that 1st Mid America Credit Union presented the CAC with a \$32,000 check from the annual charity golf outing and that 1st Mid America committed to donating the proceeds of the golf tournament through 2020. Cohan would like to present the committee with a "2017 Year in Review" report next month.

MENTAL HEALTH:

J. Roth offered several handouts and informed the committee that the reallocation process has been scaled back. She announced that the office is mostly finished with the completion of the FY 17 compliance documents which has been a helpful training tool with the newest staff member. Along with the compliance documents, their annual report is in the final stages as well and expects the committee members to have that report before the January meeting. While she was briefly going over her handouts, she listed several places that have open beds for homeless individuals.

MUSEUM:

Mr. Parkin was unable to attend the January meeting but forwarded E. Harriss handouts for the committee highlighting renovation costs. The document titled, "Restoring the Weir House", will be published in the January newsletter. E. Harriss pointed out that not all of the documents presents dates and Parkin is still working on those. Ms. Harriss also noted that they are tapped out on their levy. C. Dutton passed along a question from the Finance Committee concerning pay grade/scale increases.

EDUCATION:

A. Reinking was unable to attend the meeting but he sent Education's monthly report to the committee members via email.

Mr. Moore moved, seconded by Mr. Minner, to approve the bills for the month. The ayes and nays are being called on the motion to approve resulted in a vote as follows: AYES: Harriss, Dutton, Malone, Minner, Dalton, Moore and Petrillo. NAYS: None.

NEW BUSINESS:

A. Meyer addressed the committee to explain how her office is responsible not only for land records but for veteran discharge records as well. The Records Office has been working with the Veterans Assistance Office and has made great progress with their digitization project. Ms. Meyer explained that the Records Office has fully digitized the veterans documents to make for easier access and allowing the Veterans Office access to those as well. During the digitization process, the recorders staff was also able to redact the social security numbers on a small set of records. Ms. Meyer is encouraging all Veterans who have not done so yet, to get their discharge papers (DD214's) recorded since that is often the first step to getting benefit assistance. She also offered the committee any reports they may seek since the index is now digital.

**Please refer to the audio for details on a discussion between A. Meyer and C. Dutton.

Mr. Malone moved, seconded by Mr. Minner, to adjourn the meeting. **MOTION CARRIED.**

/mds