



VETERANS AFFAIRS COMMISSION MEETING  
17 November 2021, 1800-1930

## Meeting Minutes

**Meeting called to order:** 1800 by Chairperson Ralph Charlip  
**Location:** Virtual via WebEx  
**City Liaison(s):** Aaron Koenigseker - Aurora Learn Supervisor

### A. Standing Business (Agenda at Attachment 1)

1. Call to Order/Invocation/Pledge of Allegiance
  - a. Chairperson Ralph Charlip called the meeting to order at 6:00 p.m. and led the Commission in the Pledge of Allegiance. CW Fox offered the invocation
2. Roll Call (Attendance at Attachment 2)
  - a. Present Commissioners: Ralph Charlip, CW Fox, Cynthia Francis, Jeremy Lammon, Melissa Sayouthasad, Watik Aleem, Robert Chase
  - b. Absent Commissioner(s): Nate Graff, Gregory Echols
  - c. Quorum: Yes
3. Review Agenda
  - a. Reviewed for Approval by Chairperson Ralph Charlip.
  - b. Motion to approve the October meeting minutes by Commissioner Francis, seconded by Commissioner Chase, approved unanimously. (Meeting Minutes at Attachment 3)
  - c. Amendments: None
4. Guest Speaker(s)
  - a. Commander Betty Jantz, American Legion Post 206 with Vice Commander Ida Tholen. Discussed volunteering and fund-raising opportunities, and efforts to locate and assist female veterans in need. Vice Commander Tholen is working on increasing membership, wants to be involved with the VAC.
  - b. Commissioner Fox offered to connect Vice Commander Tholen with a neighbor who is retired Air Force.
  - c. Chairperson Charlip offered attendance to all VAC meetings and informed them of process for applying to join as a commissioner. Stated he will keep them informed of VAC business.
5. Public Comment(s) – Maximum Three (3) Minutes per Person
  - a. No public present for comments
6. City Staff Report
  - a. Quarterly Financial Report (January, April, July and October) – no change from October
    - 1) 31043 – Veteran’s Affairs Commission
      - i. Budget: \$3649



- ii. Remaining: \$2871, does not rollover into 2022
    - 2) 31044 – Veteran’s Affairs Projects
      - i. Balance: \$794, does rollover into 2022
  - b. Internal City Website for VAC Documents. No response from IT, will follow up.
- 7. Vice Chairperson Report (VAC Commission Roster at Attachment 4)
  - a. Heard back from Alicia Antwon (sic) who provided list of people living at Colorado Veteran’s Center at Fitzsimons campus, currently at 182 people. Purchasing US flags for each resident would cost over \$2100. Also provided wish list of items that could be purchased for residents.
  - b. VAC can send list of items to Aurora staff who will purchase and utilize VAC budgets.
  - c. Vice Chairperson Lammon had discussion with Rotary, will ask for \$1000 grant to go towards purchases.
  - d. Motion from Commissioner Francis to use \$500 from 30143 to purchase items for backpacks that the Commission purchased in 2020 for a standdown. Motion passed unanimously.
  - e. Motion from Commissioner Fox to use budget to purchase US flags for State Veterans Home residents with remaining 31043 funds and use 31044 funds for any additional expense. Seconded by Commissioner Chase, passed unanimously.
- 8. Chairperson Report
  - a. December Elections. Chairperson Charlip asked members to check policies and bylaws and to be thoughtful on their approach to the coming elections.
  - b. Commissioner Recruiting Campaign.
    - i. Sent list of potential organizations to Vice Chairperson Lammon and Commissioner Chase to obtain additional addresses for Guard units on Buckley ASFB. Will be sending letters to each organization using the information in Attachment 05. Will also be requesting support from city Communications to put out in city channels (including Channel 8 cable TV) as well.
    - ii. Got a response from Jenalise Long who provided an application and DD214. Chairperson Charlip requested a resume and available times for an interview; have not heard back from her as of this meeting.
  - c. State DMV Update.
    - i. Chairperson Charlip attended virtual meeting.
    - ii. DMV members appointed by Governor. DMV handles grants.
    - iii. Legislation exists for LTGBQ veterans to get state veteran benefits, assist with Federal appeals.
    - iv. Hiring regional veteran service officers to assist county officers with claims.
    - v. TAG attended the beginning of the meeting, and a rep from the Governor’s office attended.
    - vi. Chairperson Charlip will continue to attend meetings.
  - d. Human Resource Commission.
    - i. Made cash donation to Warrior Now.
  - e. Veteran’s Outreach ‘stand down’ event with Adams County, 15 January – asked if the VAC would like to participate. Commissioners Chase and Francis volunteered; Chairperson Charlip will put them in touch with the contact.



9. Projects
  - a. Coffman Project (Charlip)
    - a. Received first reports – four people in program since July, had more coming in this week. Reports are not the ones asked for. Working on getting proper reports in contract. City will not pay Adams until correctly done.
  - b. Outreach, Social Media, Web Site (Sayouthasad)
    - a. Continuing to work on purchasing table banner for events.
    - b. Received package of flyers from Aurora Staff.
  - c. VSO Engagement (Aleem)
    - a. Speaker for December, Commander from American Legion Post 1992.
    - b. Looking for other organizations to work with.
    - c. Donation from Human Resources Commission for \$1000 for Veterans Treatment Court.
    - d. Contact with Elks member potentially for January meeting
    - e. Commissioner Francis: asked if we have a non-profit number, has group wanting to donate \$1000 for Veterans Treatment Court – Commissioner Aleem has W9.
  - d. Promote Military Service (Fox)
    - a. Chairperson Charlip requested Commissioner Fox produce concept paper to propose Student Expo event to City Council.
  - e. JROTC Collaboration (Chase)
    - a. Looking for JROTC instructors, only one in Aurora school district. Major C Robert Lively at Gateway High School. Chairperson Charlip will send to Commissioner Chase to contact.
10. Liaison Updates:
  - a. Aurora Defense Council (Echols)
    - a. Commissioner Echols not present. No report.
  - b. Colorado Freedom Memorial (Echols)
    - a. Commissioner Echols not present. Chairperson Charlip, Commissioner Echols and other associates attended a tour of the Memorial last week and recommended that others do the same.
  - c. Armed Forces Treatment Court (Veterans Court; Aleem)
    - a. Nothing to report.
  - d. UVC (Aleem)
    - a. Nothing to report.
  - e. JCF (Chase)



- a. Commissioner Chase will continue to send newsletters and attend meetings. Was able to attend roundtable on Afghanistan.

**B. Old Business**

- a. Rotary Service Project Partnership (Lammon). See item 8b.
- b. Monitoring VAC Email Site (Lammon)
  - i. A proposed working instruction was approved that will have commissioners assigned to address emails for one month at a time on a rotating basis..

**C. New Business**

- a. Proposed Mission Statement Change (Echols)
  - i. Commission Echols not present.
- b. Aurora Veteran Service Center (Charlip)
  - i. Interest in creating center in Aurora for service officer, organization presence.
  - ii. Has been done in Grand Junction.
  - iii. Possible joint facility with American Legion across from Colorado Freedom Memorial.
- c. Annual Veteran Public Hearing (Charlip)
  - i. Proposed to hold an annual community hearing which could help set VAC mission for remained of year.
  - ii. Commissioner Francis: Aurora Police Department did this in Rising Star church earlier for citizens. Open forum. Put questions online. Large attendance and had to do two meetings.
  - iii. Chairperson Charlip will put together a proposal.

**Adjournment**

- d. The meeting adjourned at 1915
- e. Next Meeting: 09 December 2021
- f. 2022 Meetings: 13 January, 10 February, 10 March, 14 April, 12 May, 9 June, 14 July, 11 August, 08 September, 13 October, 10 November, 08 December

**D. Tabled**

- a. Veteran Population Study
- b. Certificate to recognize a veteran’s passing

Meeting Minutes transcribed by: Aaron Koenigseker, City Liaison

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Attachments:

- 1. Agenda



Nov Agenda.docx



2. Attendance



Attendance Tracker  
2021.xlsx

3. October 2021 Meeting Minutes



10.14.21 Veterans  
Affairs Minutes.pdf

4. Commission Roster



VAC Commission  
Roster 12 Nov 21.doc

5. Recruiting Contacts



Cmsnr Recruiting  
List.xlsx