



VETERANS AFFAIRS COMMISSION MEETING  
09 December 2021, 1800-1930

## Meeting Minutes

**Meeting called to order:** 1815 by Chairperson Ralph Charlip  
**Location:** Virtual via WebEx  
**City Liaison(s):** Aaron Koenigseker, Aurora Learn Training Manager

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

1. Call to Order/Invocation/Pledge of Allegiance
  - a. Technical difficulties with provided meeting link. Required sending of new link. Established quorum at 1815.
  - b. Chairperson Ralph Charlip called the meeting to order at 1815 and led the Commission in the Pledge of Allegiance. Chairperson Charlip also offered the invocation.
2. Roll Call (Attendance at Attachment 2)
  - a. Present Commissioners: Ralph Charlip, CW Fox, Cynthia Francis, Jeremy Lammon, Melissa Sayouthasad, Robert Chase, Nate Graff, Gregory Echols
  - b. Guests:
    - a. Brad Sindt and Dan Howe from American Legion Post 1992.
    - b. Commissioner Candidates/Applicants Alicia Cooper, Jenalise Long, Dwayne Davis.
  - c. Absent Commissioner(s): Watik Aleem (excused)
  - d. Quorum: Yes
3. Commissioner Candidate Discussion.
  - a. Jenalise Long. No comments, motion passed.
  - b. Alicia Cooper. No comments, motion passed.
  - c. Dwayne Davis. Received application on 09 December, will review in January.
  - d. Recommendation for Long and Cooper moving to City Council for approval. With addition of three new commissioners, the VAC will be at full strength of 12 commissioners.
4. Review Agenda
  - a. Reviewed for Approval by Chairperson Charlip.
  - b. Commissioner Fox asked for language in the November Minutes, 4b be changed to “to contact former co-worker with the Army NG to obtain a name number and address for the Army Guard HQ”. Motion to update passed. Minutes were approved as amended. (Meeting Minutes at Attachment 3)
5. Guest Speaker(s)
  - a. Commander Brad Sindt, American Legion Post 1992. Post consists of 250 members, conducting community work including veteran stand-down, doing coat drive for VA, etc. Would like to join with VAC to better benefit community. Contact information: ‘coamericanlegion’ on Facebook; sindtco@comcast.net.
6. Public Comment(s) – Maximum Three (3) Minutes per Person
  - a. No public present for comments
7. City Staff Report



- a. Financial Report Update
    - 1) 33 packages of socks purchased for backpacks. \$534.24 from General Funds #31043. Estimated remaining:  $\$2871.20 - \$534.24 = \$2336.96$
    - 2) No invoice for table banner or flag purchase received to purchase. Once request is received, will purchase against 31043 fund, then 31044 as needed. Wish to retain 31044 rollover funds for 2022. Vice Chair Lammon will provide the information to the city staff.
  - b. Internal City Website for VAC Documents. Provided options for location to store internal documents. Agreed upon creating Google Drive site to allow all member access and not involve the City. Commissioner Sayouthasad volunteered to create.
8. Vice Chairperson Report (VAC Commission Roster at Attachment 4)
- a. Nothing to report.
9. Chairperson Report
- a. Nothing to report.
10. Projects
- a. Coffman Project (Charlip)
    - a. Contractor submitted requested reports, rejected by city for not being in compliance with the contract. Contractor submitted new reports which were also not in compliance. City is not paying contractor until reporting is done correctly.
    - b. Halfway through pilot program and do not have the data necessary assess program effectiveness.
  - b. Outreach, Social Media, Web Site (Sayouthasad)
    - a. Ongoing presence at VAMC. Nothing to report.
    - b. Table Banner. Showed mockup of 2'x4' banner from Staples. Removing unmonitored phone number. Will send final invoice for purchase. (Attachment 5)
  - c. VSO Engagement (Aleem)
    - a. Excused absence.
  - d. Promote Military Service (Fox)
    - a. Provided read-ahead to send to City Council. No changes to initial proposal. Motion passed. (Attachment 6)
  - e. JROTC Collaboration (Chase)
    - a. Continuing to attend events including January 15 Adams County event.
    - b. Continuing to attempt to reach contacts.
11. Liaison Updates:
- a. Aurora Defense Council (Echols)
    - a. Continuing to attend meetings, discuss commission vacancies and community work.
  - b. Colorado Freedom Memorial (Echols)
    - a. Commissioner Echols expressed disappointment on behalf of the Memorial staff that VAC did not participate more during recent memorial events.
  - c. Armed Forces Treatment Court (Veterans Court; Aleem)
    - a. Excused absence.
  - d. UVC (Aleem)
    - a. Excused absence.
  - e. JCF (Chase)



- a. Nothing to report.

**B. Old Business**

- a. Proposed Mission Statement Change (Echols)
  - a. Chairperson Charlip and Commissioner Echols asked commissioners to review statement, make suggestions during January meeting on updating statement. Provided Mt Carmel mission statement as example. (Attachment 7)
- b. Biennial Veteran Public Hearing (Charlip)
  - a. Proposal in read ahead packet. No comments.
  - b. Motion passed to send to City Council. (Attachment 8)

**C. New Business**

- a. Donations to Wreaths Across America . With no one-year funds remaining, the Commission decide to pass on the idea of donating to the program this year.
- b. Commissioner Francis: Mayor Coffman may assist with backpack event, promote on social media.
- c. Veteran Population Study. Chairperson Charlip asked that the Commission forward the proposal to City Council; commissioners agreed. Commission Echols:
  - i. Observed that there has been no American flag on the Aurora Municipal Center roof for some time.
  - ii. Asked since City Council is beginning to meet in person again, should the VAC? Liaison Koenigseker responded that while the Council is meeting with limited public participation, the AMC remains closed to non-employee which are largely remote whenever possible.

**D. Adjournment**

- c. The meeting adjourned at 1930
- d. Next Meeting: 13 January 2022
- e. 2022 Meeting Schedule: 10 February, 10 March, 14 April, 12 May, 9 June, 14 July, 11 August, 08 September, 13 October, 10 November, 08 December

**E. Tabled**

- a. Certificate to recognize a veteran’s passing

Meeting Minutes transcribed by: Aaron Koenigseker, City Liaison

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

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

Attachments:

- 1. Agenda



Dec Agenda.docx



2. Attendance



Attendance.xlsx

3. November 2021 Meeting Minutes



Nov Minutes.docx

4. Commission Roster



VAC Commission  
Roster 12 Nov 21.do

5. Banner Proof



Banner.pdf

6. Student Forum Proposal



Student  
Forum.docx

7. Mission Change Language



Mission Change  
Language.pptx

8. Public Hearing Proposal



PROPOSAL FOR A  
BIENNIAL PUBLIC HE.