



# Veterans Advisory Board

The purpose and establishment of the Veteran's Advisory Board is to advise the Board of County Commissioners on the needs of local indigent veterans, the resources available to local indigent veterans, and the programs that could benefit the needs of local indigent veterans and their families.

## BOARD MEETING

**DATE:** February 10, 2021

**TIME:** 5:30 p.m.

**LOCATION:** Online

[Join Zoom Meeting](#)

Topic: Kitsap County VAB Meeting

Meeting ID: 872 9855 0007

Passcode: 737889

Phone: 1-253-215-8782

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## AGENDA

1. Call to Order Boyd Lee
2. Online Announcement Peggy Roy
3. Introductions and Welcome to Visitors Boyd Lee
4. Presentation by Visitors Pallet Shelters, Ben Simons; Patrick Diller, Business Dev.
5. Approval of Agenda\* VAB
6. Approval of Minutes for January 13, 2021 \* VAB
7. Reports
  - Veterans Assistance Fund (documents provided in packet)
  - Committee Reports (Five Minutes Each)
    - Tiny Houses - Clive
    - Victory Garden – Dennis
    - Public Affairs Officer – Joe
    - Military Appreciation – Joe
    - Veterans Day - Bob
    - Social Media – Brian
    - Women's Issues – Jayme
    - Suicide Prevention – Rick, Dan
    - Veteran Education – Tatiane
    - Clean & sober – Andrew
    - Eviction Relief – Andrew

\* = Action Item

8. Old Business:
  - Policy & Procedures Manual
9. New Business:
  - CBOC advisory group - Peggy
  - Process of approval - Andrew
10. Good of the Order and Announcements
11. Next Meeting Time and Place - TBD
12. Adjourn

**MINUTES OF THE  
KITSAP COUNTY VETERANS ADVISORY BOARD  
Draft  
January 13, 2021  
Online meeting**

**CALL TO ORDER:** The meeting was called to order by Boyd Lee at 5:30 PM.

- 1. Announcement** Chair read on-line announcement
- 2. Approval of Agenda:** after discussion and upon motion duly made and seconded the agenda was approved.
- 3. Introductions and Welcome to visitors:** Each VAB member introduced themselves to include their military background and their objective of joining the VAB.
- 4. Approval of minutes:** Approved minutes from October 14, 2020. Approved minutes from the annual retreat, November 7, 2020.
- 5. Reports:**
  - a. Veterans Assistance Fund (documents provided in packet)
  - b. Committee Reports (Five Minutes Each)
    - Tiny Houses – No report
    - Victory Garden – Dennis – needs old fashion bumper jack; Dan Piper stated he had one available. Boyd will help Dennis on project
    - Public Affairs Officer – Joe – Discussion of Stand Down – needs content from VAB members.
    - Military Appreciation Day – Joe – Date set for August 2021
    - Veteran Day – Bob – on hold pending COVID situation
    - Social Media – Brian – please keep sending him content
    - Fall Stand Down – On hold pending COVID situation
    - Suicide Prevention – Rick & Dan - no new information. Dan stated his business card have the Suicide Prevention phone number on it.
    - Veteran Education – Tatiane – enrolled has been down about 10% with COVID.
    - Women Circle – Jayme - New phone number is up and working
    - Clean & Sober – Andrew – no information
    - Eviction Relief – Andrew – see Garry report
- 6. Old Business:**
  - Approved clarification wording for Eviction Relief, up to \$5000 eviction relief plus an additional \$2500 will be authorized.
  - Promotion of Women’s issues on hold for one month
  - Rick Raymond gave a talk on Building 10 at Retsil. He stated that homeless Veterans can stay up to two years. Services provided include case management, medical, dental, housing assistance, VA benefits, laundry and meal services. There is room for 60 Veterans and there are 20 single rooms. Dennis Brown in in charge of

Building 10. Jessie Chamberlain is the VA liaison to ensure policy and procedures are followed and monitor to make sure the needs of the Veteran are being met. There was some discussion to make sure Building 10 residents are aware of the services VAB provides through Kitsap Community Resources. Rick has made sure flyers are posted and the residents are aware of the services.

**7. New Business:**

- Discussion held on the Policy & Procedures Manual specific to Section 2.8; Unemployed Veterans – Work Search Requirement.
- VAB members asked if there was any help needed by the County to assist with COVID Vaccinations.

**Good of the Order/Announcements:** None

**Next meeting:** February 13, 2021 at 5:30 pm. Chair will send out Zoom information

**ADJOURNMENT:** Meeting adjourned at 6:45 PM.

**ATTENDANCE:**

MEMBERS	GUESTS	STAFF
<p><u>Present</u>            Harry Gilger            Brian Davis            Scott Austin            Frank Gibbons            Dennis Mannick            Joe Kochera            Robert Theal            Peggy Roy            Tatiane Simmons            Rick Raymond            Boyd Lee            Jayme DeGooyer            Richard Becker            George Holden            Danny Piper</p> <p><u>Absent/Excused</u>            Jeff Rimack            Clive Stewart</p>		<p>Andrew Sargent            Richard VanCleave            Doug Washburn</p>

## 2021 Veterans Relief Fund Budget

As of January 31, 2021

Account #	Account Title	Budget	Year to Date	Percent	Balance
	Beginning Fund Balance	320,000.00	354,358.85		
3110.10	Real & Personal Property	546,000.00	914.64	0.2%	545,085.36
3610.11	Investment Interest	2,000.00	37.19	1.9%	1,962.81
3000	Other Revenue	0.00	-	0.0%	0.00
	<b>Revenue total</b>	<b>548,000.00</b>	<b>951.83</b>	<b>0.2%</b>	<b>547,048.17</b>
	<b>Budget total</b>	<b>868,000.00</b>			
5101	Regular Salaries	40,966.00	1,906.43	4.7%	39,059.57
5201	Industrial Insurance	406.00	20.32	5.0%	385.68
5202	Social Security	3,134.00	144.86	4.6%	2,989.14
5203	PERS Retirement	4,873.00	247.26	5.1%	4,625.74
5209	WA State Family Leave	60.00	2.79	100.0%	57.21
5229	Benefit Bucket	6,787.00	-	0.0%	6,787.00
5311	Office Supplies	1,000.00	-	0.0%	1,000.00
5413	Medical/Dental	2,000.00	-	0.0%	2,000.00
5415	Management Consulting	464,500.00	-	0.0%	464,500.00
5425	Postage	100.00	-	0.0%	100.00
5431	Mileage	1,000.00	-	0.0%	1,000.00
5432	Travel	500.00	-	0.0%	500.00
5441	Advertising	2,000.00	-	0.0%	2,000.00
5451	Operating Rentals	500.00	-	0.0%	500.00
5499	Other Miscellaneous	15,018.00	-	0.0%	15,018.00
5912	I/F IS Service Charges	933.00	-	0.0%	933.00
5922	I/F IS Projects	56.00	-	0.0%	56.00
5996	Indirect Cost Allocation	4,167.00	-	0.0%	4,167.00
	<b>Expense total</b>	<b>548,000.00</b>	<b>2,321.66</b>	<b>0.4%</b>	<b>545,678.34</b>
	Ending Fund Balance	320,000.00	352,989.02		
	<b>Budget total</b>	<b>868,000.00</b>			



**Veterans Assistance Fund 2021  
Monthly Report January 2021  
Submitted by: Garry Hughes**

<b>Activity</b>	<b>January</b>	<b>YTD</b>
Total Applicants	50	50
Total # of new applicants	5	5
Applications Accepted	50	50
Applications denied	0	0
General Discharges	0	0
2021 Total unduplicated	50	50
Total Payout	\$51,462.29	\$51,462.29

<b>Activity</b>	
Appliances	
Auto Repair	\$ 7,981.68
Burial	\$ 3,575
Bus Pass/ferry	
Bus Ticket Home	
Clothing	\$ 1,506.61
Dental	\$ 450
Food, includes hygiene and cleaning supplies	\$ 5,318.75
Fuel	\$ 146.73
Heating Oil	
Motel	\$ 1,292
Medical	\$ 1,608.91
Natural Gas	\$ 454.42
Occupation Certification	
Phone	\$ 433.91
Propane	\$ 1,055.64
PSE	\$ 2,902
Rent	\$ 23,000.03
Sewer	
Union Dues	
Waste Management	\$ 263.62
Water	\$ 1,472.99
Wood for Heat/ Pellets	
Misc.	
<b>TOTAL Payout</b>	<b>\$ 51,462.29</b>

*Of those that were served out of the Assistance Fund some were given information on other KCR programs as well*

KCR \$ value of referrals – \$8,223

KCR \$ value of referrals YTD (January 2021 – Present) – \$8,223

*Applications Denied:*

- 0 individuals denied

## **Referrals**

All clients are given referrals to community services including KCR.

Of those Veterans served out of the assistance fund all were referred to other programs and given resources outside of KCR as well:

- Mason County VAF
- King County VAF
- SSVF
- Silverdale VA Outpatient Clinic
- Aid and Attendance Grant
- Housing Solutions Center (HSC)
- Senior Resources
- Landlord/Tenant Laws
- Salvation Army/St. Vincent De Paul/DSHS
- Food Banks/Free Meal Sites
- Employment Resources/Work Source
- WDVA/Building 10
- 211 Resource Line
- Legal Resources/Northwest Justice Project
- American Financial Solutions
- Grief Support Groups
- Veterans Crisis Line

\$ Value of Referrals outside of KCR - \$7,146

\$ Value of Referrals YTD (January 2021-Present) - \$7,146

42 phone calls fielded seeking information outside of assistance fund

January Application Breakdown (New applicants only)

KCR – 5 applications

Eviction Relief Funding – 3 (\$12,225 included in rent total above)

Clean and Sober Housing - 0

Jail Contacts - 3

**Kitsap County Veterans Assistance Program - Summary of Direct Emergency Assistance During 2021**

Total Direct Service Budget 2021 - \$430,000

Activity	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Total 2021
Appliances													\$ -
Auto Repair	\$ 7,982												\$ 7,982
Burial	\$ 3,575												\$ 3,575
Bus Pass													\$ -
Bus Ticket Home													\$ -
Clothing	\$ 1,507												\$ 1,507
Dental	\$ 450												\$ 450
Food	\$ 5,319												\$ 5,319
Gasoline	\$ 147												\$ 147
Heating Oil													\$ -
Motel	\$ 1,292												\$ 1,292
Medical	\$ 1,609												\$ 1,609
Natural Gas	\$ 454												\$ 454
Occupation Certification													\$ -
Phone	\$ 434												\$ 434
Propane	\$ 1,056												\$ 1,056
PSE	\$ 2,902												\$ 2,902
Rent	\$ 23,000												\$ 23,000
Sewer													\$ -
Union Dues													\$ -
Waste Management	\$ 264												\$ 264
Water	\$ 1,473												\$ 1,473
Wood for Heat/ Pellets													\$ -
<b>TOTALS</b>	<b>\$ 51,464</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,464</b>
<b>Balance</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	<b>\$ 378,536</b>	

<b>2021 Applications Per month</b>	50												<b>50</b>
<b>2021 New Clients served YTD</b>	5												<b>5</b>
<b>2021 Clients denied</b>	0												<b>0</b>
<b>2021 Total Clients Served (unduplicated number)</b>	50												<b>50</b>

<b>2020 Applications Per month</b>	50	42	31	33	37	45	49	36	55	59	43	60	<b>540</b>
<b>2020 New Clients served YTD</b>	8	6	5	6	6	9	4	3	6	5	3	8	<b>69</b>
<b>2020 Clients denied</b>	0	1	0	0	0	1	0	0	0	0	0	0	<b>2</b>
<b>2020 Total Clients Served (unduplicated number)</b>	50	22	17	19	16	16	15	8	12	16	8	9	<b>208</b>

<b>2019 Applications Per month</b>	57	39	51	67	58	44	58	48	41	63	43	44	<b>613</b>
<b>2019 New Clients served YTD</b>	7	8	7	9	8	7	10	4	4	11	5	5	<b>85</b>
<b>2019 Clients denied</b>	1	0	0	1	0	0	0	0	1	1	0	0	<b>4</b>
<b>2019 Total Clients Served (unduplicated number)</b>	56	20	22	31	24	18	21	11	15	18	13	7	<b>256</b>

<b>2018 Applications Per month</b>	41	29	34	38	42	42	43	33	40	37	40		<b>419</b>
<b>2018 New Clients served YTD</b>	7	4	2	5	5	4	5	5	8	9	7		<b>61</b>
<b>2018 Clients denied</b>	0	0	0	0	0	1	0	1	1	0	0		<b>3</b>
<b>2018 Total Clients Served (unduplicated number)</b>	41	16	17	11	18	15	18	11	12	17	22		<b>198</b>

<b>2017 Applications Per month</b>	37	30	49	43	36	48	48	55	38	49	48	47	<b>528</b>
<b>2017 New Clients served YTD</b>	8	8	7	12	8	8	3	13	15	10	7	11	<b>110</b>
<b>2017 Clients denied</b>	0	1	1	2	0	2	0	1	1	3	2	2	<b>15</b>
<b>2017 Total Clients Served</b>	37	29	48	41	36	46	48	54	37	46	46	45	<b>513</b>

<b>2016 Applications per month</b>	36	45	37	36	36	41	50	40	33	37	35	32	<b>458</b>
<b>2016 New Clients served YTD</b>	10	14	7	5	5	10	13	10	9	7	9	2	<b>101</b>

<b>2015 Applications per month</b>	38	35	46	45	39	22	48	41	42	34	40	42	<b>472</b>
<b>2015 New Clients served YTD</b>	11	13	19	12	8	5	14	14	10	10	13	15	<b>144</b>