



# 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:** March 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. Introduction of Visitors Rod Wittmier  
President and Founder;  
National Alliance to End Veteran Suicide
5. Approval of Agenda\* VAB
6. Approval of Minutes for February 10, 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
  - Social Media – Brian
  - Women's Issues – Peggy
  - Suicide Prevention – Rick, Dan
  - Veteran Education – Tatiane
  - Eviction Relief – Andrew
  - CBOC – Peggy

\* = Action Item

8. Old Business:
  - Policy & Procedures Manual and RCW Review
9. New Business:
  - Funding Grab & Go
  - Suicide Prevention Day, September
10. Good of the Order and Announcements
11. Next Meeting Time and Place – April 14, 2021; 5:30 via Zoom
12. Adjourn

**MINUTES OF THE  
KITSAP COUNTY VETERAN'S ADVISORY BOARD  
Draft  
February 10, 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. Guest Speakers:** Pallet Shelters presentation by Patrick Diller & Ben Simons. Patrick and Ben discussed the Corporate focus, where the shelters are being used currently, and a quick tour of the shelters in Everett. Presentation materials and pricing document forwarded to VAB members.
- 5. Approval of minutes:** Approved minutes from January 13, 2021 meeting with modifications. Clarification to Eviction Relief funding under Old Business. Additional notes on the Policy & Procedures Manual under New Business to include Section 2.2 Service Requirement.
- 6. Reports:**
  - a. Veterans Assistance Fund (documents provided in packet). Comment made to break out the funding associated with Eviction as a subcategory under Rent.
  - b. Committee Reports (Five Minutes Each)
    - Tiny Houses – No report.
    - Victory Garden – Dennis – Working to develop plot size and addressed advertising.
    - Public Affairs Officer – Joe – Discussion of Stand Down – needs content from VAB members.
    - Military Appreciation Day – Joe – Date set for September 25, 2021
    - Veteran Day – Bob – on hold
    - Social Media – Brian – please keep sending him content
    - Fall Stand Down – April 24, 2021. This will be another Grab & Go.
    - Suicide Prevention – Rick & Dan
    - Veteran Education – Tatiane
    - Women Circle – Jayme - New phone number is up and working
    - Clean & Sober – Andrew – no information
    - Eviction Relief – Andrew – see Garry report
- 7. Old Business -**
  - The Policy and Procedures Manual and RCW 73.08, Veteran's Relief were discussed. Looking for volunteers to assist with review of the Manual to ensure compliance with the

RCW. George Holden volunteered.

**8. New Business –**

-The CBOC is establishing a Veteran’s Advisory Group. Meetings will be held monthly and quarterly the Chief Medical Officer will attend. Currently, the group is developing bylaws and a charter. More information to be provided.

-Jayme announced she will be deployed for a year. She will try to participate in monthly meetings. She will be accessible via email or phone.

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

**Next meeting:** March 10, 2021 at 5:30 pm. Chair will send out Zoom information

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

**ATTENDANCE:**

<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<u>Present</u> Harry Gilger Brian Davis Frank Gibbons Dennis Mannick Joe Kochera Robert Theal Peggy Roy Tatiane Simmons Boyd Lee Jayme DeGooyer Richard Becker George Holden Danny Piper	Commissioner Ed Wolfe Commissioner Charlotte Garrido Rod Wittmier Ed Reyman Ben Simons, Pallet Shelter Patrick Diller, Pallet Shelter	Andrew Sargent Richard VanCleave Doug Washburn
<u>Absent/Excused</u> Scott Austin Jeff Rimack Clive Stewart Rick Raymond		

## 2021 Veterans Relief Fund Budget

As of February 28, 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	16,767.18	3.1%	529,232.82
3610.11	Investment Interest	2,000.00	71.63	3.6%	1,928.37
3000	Other Revenue	0.00	467.88	0.0%	(467.88)
	<b>Revenue total</b>	<b>548,000.00</b>	<b>17,306.69</b>	<b>3.2%</b>	<b>530,693.31</b>
	<b>Budget total</b>	<b>868,000.00</b>			
5101	Regular Salaries	40,966.00	5,174.11	12.6%	35,791.89
5201	Industrial Insurance	406.00	55.46	13.7%	350.54
5202	Social Security	3,134.00	393.23	12.5%	2,740.77
5203	PERS Retirement	4,873.00	669.35	13.7%	4,203.65
5209	WA State Family Leave	60.00	7.59	12.7%	52.41
5229	Benefit Bucket	6,787.00	510.59	7.5%	6,276.41
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	10.92	2.2%	489.08
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>6,821.25</b>	<b>1.2%</b>	<b>541,178.75</b>
	Ending Fund Balance	320,000.00	364,844.29		
	<b>Budget total</b>	<b>868,000.00</b>			



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

<b>Activity</b>	<b>February</b>	<b>YTD</b>
Total Applicants	40	90
Total # of new applicants	5	10
Applications Accepted	40	90
Applications denied	0	0
General Discharges	0	0
2021 Total unduplicated	24	74
Total Payout	\$28,225.17	\$79,687.46

<b>Activity</b>	
Appliances	
Auto Repair	\$ 4,116.47
Burial	\$ 2,500
Bus Pass/ferry	
Bus Ticket Home	
Clothing	\$ 1,102.14
Dental	\$ 503
Food, includes hygiene and cleaning supplies	\$ 1,607.91
Fuel	\$ 320.27
Heating Oil	
Motel	\$ 3,000
Medical	
Natural Gas	\$ 311.80
Occupation Certification	
Phone	\$ 179.62
Propane	\$ 754.02
PSE	\$ 2,481.39
Rent	\$ 10,015.52
Sewer	\$ 157.36
Union Dues	
Waste Management	\$ 233.88
Water	\$ 941.79
Wood for Heat/ Pellets	
Misc.	
<b>TOTAL Payout</b>	<b>\$ 28,225.17</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 – \$5,461

KCR \$ value of referrals YTD (January 2021 – Present) – \$13,684

*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:

- Clallam County VAF
- Mason County VAF
- SSVF
- VASH program
- Navy/Marine Corps Relief Society
- Housing Solutions Center (HSC)
- Child Support Enforcement
- 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
- Death/Grief Support Groups
- Employment and Training Resources
- Dental Resources
- COPES Program

\$ Value of Referrals outside of KCR - \$4,267

\$ Value of Referrals YTD (January 2021-Present) - \$11,413

36 phone calls fielded seeking information outside of assistance fund

February Application Breakdown (New applicants only)

KCR – 4 applications

Building 10 – 1 application

Eviction Relief Funding – 0

Clean and Sober Housing - 2 (\$952 included in rent total above)

Jail Contacts - 2

**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	\$ 4,116											\$ 12,098
Burial	\$ 3,575	\$ 2,500											\$ 6,075
Bus Pass													\$ -
Bus Ticket Home													\$ -
Clothing	\$ 1,507	\$ 1,102											\$ 2,609
Dental	\$ 450	\$ 503											\$ 953
Food	\$ 5,319	\$ 1,608											\$ 6,927
Gasoline	\$ 147	\$ 320											\$ 467
Heating Oil													\$ -
Motel	\$ 1,292	\$ 3,000											\$ 4,292
Medical	\$ 1,609												\$ 1,609
Natural Gas	\$ 454	\$ 312											\$ 766
Occupation Certification													\$ -
Phone	\$ 434	\$ 180											\$ 614
Propane	\$ 1,056	\$ 754											\$ 1,810
PSE	\$ 2,902	\$ 2,481											\$ 5,383
Rent	\$ 23,000	\$ 10,016											\$ 33,016
Sewer		\$ 157											\$ 157
Union Dues													\$ -
Waste Management	\$ 264	\$ 234											\$ 498
Water	\$ 1,473	\$ 942											\$ 2,415
Wood for Heat/ Pellets													\$ -
<b>TOTALS</b>	<b>\$ 51,464</b>	<b>\$ 28,225</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 79,689</b>
<b>Balance</b>	<b>\$ 378,536</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	<b>\$ 350,311</b>	

<b>2021 Applications Per month</b>	50	40											<b>90</b>
<b>2021 New Clients served YTD</b>	5	5											<b>10</b>
<b>2021 Clients denied</b>	0	0											<b>0</b>
<b>2021 Total Clients Served (unduplicated number)</b>	50	24											<b>74</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>