



# Kitsap County Veterans Advisory Board

The purpose of the Kitsap County 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 13, 2024  
**TIME:** 5:30 p.m.  
**LOCATION:** Olympic College, Building 4, Room 129

### [Join Zoom Meeting](#)

Topic: Kitsap County Veterans Advisory Board Meeting  
Meeting ID: 834 6002 9859  
Passcode: 116863  
Phone: 1-253-215-8782

## A G E N D A

\* = Action Item

- 1. **Call to Order.** Mark Lowe
- 2. **Online Announcement.** Jayme DeGooyer
- 3. **Welcome to attendees and new board members.** Jayme DeGooyer
- 4. **Introduction of Attendees.** Mark Lowe
- 5. **Approval of Agenda. \*** Jayme DeGooyer
- 6. **Approval of January 10, 2024, VAB Minutes. \*** Jayme DeGooyer
- 7. **Guest Speaker.** Maria Dozeman, Puget Sound Energy Programs Update. Rick Becker
- 8. **Reports.**
  - a. **Veterans Assistance Fund Reports.** Rick Becker
  - b. **Update on KCR Veteran Program.** Rick Becker
  - c. **Committee Reports. See attached job lead descriptions for each committee.**

Topic	VAB Member
<b>Aging Veterans Services</b>	Matt Shillingburg
<b>Housing and Homelessness</b>	Branden Davis
<b>Public Affairs and Social Media</b>	Brian Davis
<b>Special Event VAB Support -</b>	Peggy Roy
<b>Veteran Education</b>	Tatiane Simmons
<b>Veteran Health Care</b>	Peggy Roy
<b>Veteran Mental Health Plans and Programs</b>	Rick Raymond
<b>Veterans Garden</b>	Andrew Magallanez
<b>Women’s Veteran Services</b>	Jayme DeGooyer
<b>Veteran Employment and Employment Opportunities</b>	Bill Martin
<b>Veteran Assistance Fund Client Assessments</b>	Samantha D’Anella
<b>Veteran Court Mentorship</b>	Rick Raymond

- 9. **Old Business:**

**10. New Business:**

Topic	VAB Member
Review 2024 Work Plan	Jayme DeGooyer

**11. Public Comments.**

**12. Good of the Order/Announcements.**

13. **Next Meeting.** April 10, 2024, 1730, Olympic College, Building 4, Room 129.

**14. Adjourn.**

## Attachment A

### VAB Events 2024

January TBD – Begin Run to Tahoma planning meetings.

January 10 - 1730, VAB monthly meeting – Topic: Kitsap Rescue Mission (Ron Valencia)

February 13 - 1730, VAB monthly meeting – Topic: Casey Jinks, Kitsap County Sheriff's Office (Rick Becker)

March 2 – Military Appreciation Day at the Kitsap Pavilion. Open to the public 11:00am – 2pm.

March 6 – 6:00pm Run to Tahoma Planning Meeting at American Legion Post 149.

March 13 - 1730, VAB monthly meeting – Topic: Puget Sound Energy Program updates – Maria Dozeman

March/April TBD - Veteran Garden prep

April 3 - 6:00pm Run to Tahoma Planning Meeting at American Legion Post 149.

April 10 - 1730, VAB monthly meeting – Topic: Evergreen Goodwill (Andrew Magallanez)

April 27 – Spring Stand Down, Sheridan Park Community Center

May TBD – Veteran Garden Working Party

May 1 - 6:00pm Run to Tahoma Planning Meeting at American Legion Post 149.

May 8 - 1730, VAB monthly meeting – Topic: 2024 Legislative Wrap Up with Caldier and Spencer-Hutchins. (Rick Raymond and Andrew Magallanez)

May 24 – The Unforgotten, Run to Tahoma; transfer Veteran remains from Coroner to CountyAdmin Building

May 25 – 1000, The Unforgotten, Run to Tahoma

June 8 - WDVA Women Veterans Conference. Yakima Convention Center.

June 12 - 1730, VAB monthly meeting – Topic: Congressman Kilmer Farewell (Rick Raymond)

July TBD – 1000 – 1200, Veteran's Garden Working Party

July 10 - 1730, VAB monthly meeting– Topic:

August TBD – Veterans Garden Working Party

August 14 - 1730, VAB monthly meeting. – Topic:

September 11 - 1730, VAB Monthly Meeting – Topic:

September TBD - 1830- 2000; World Suicide Prevention

September 28 - Fall Stand Down; 1000 - 1400 (set up, vet registration, and tear down)

October TBD - Veterans Garden Working Party

October 9 – 1730 VAB monthly meeting – Topic:

November 2 - 0900 - 1400, VAB Retreat (no monthly meeting)

November 11, Veterans Day

December 13 - 1730, VAB monthly meeting – Topic:

January 2025 - begin Run to Tahoma planning meetings.

January 8, 2025 - 1730, VAB monthly meeting – Topic:

**MINUTES OF THE  
KITSAP COUNTY VETERAN'S ADVISORY BOARD  
February 13, 2024  
Online Meeting**

**CALL TO ORDER:** The meeting was conducted via Zoom and called to order by Mark Lowe at 5:30 PM.

**Announcements:** The Chair, Jayme DeGooyer, read the required on-line announcement covering the conduct of voting members and guests during the meeting.

**Introductions:** Mark Lowe led introductions of board members and other attendees.

**Approval of Agenda:** The agenda was reviewed by all members. A motion was made and seconded to approve the agenda. The motion was seconded and approved unanimously.

**Approval of minutes:** The January 10, 2024, minutes were reviewed by members. A motion was made to accept the minutes as written. The motion was seconded and passed unanimously.

**Speakers:** Casey Jinks, Crisis Intervention Coordinator/Patrol Deputy of the Kitsap County Sheriff's Office delivered a presentation about his team, their activities, and how the team helps community members avoid jail and the larger justice system. The teamwork between law enforcement officials and Designated crisis responders (DCR) was highlighted to show how the mental health professional DCR supports law enforcement to assure safety of the offender and community at large. Members of the Crisis Intervention Team generally respond to 911 calls for assistance but also receive referrals from other agencies in the county. Responses to referrals are done quickly so that officers can assess threats to health and safety. Of particular interest are the "tools" available to officers to quickly move members of the community into services that will meet immediate and long term needs, diverting the community member to services rather than court or jail. The program is viewed as an efficient and effective way to treat root causes of behavior infractions sooner rather than later.

**Reports.**

- a. Veterans Assistance Fund (VAF). Rick Becker briefly reviewed the financial and workload reports with the group noting that VAF spending is lower than historical averages. Joel Burkhardt, Veterans Assistance Fund administrator noted that new client numbers are up and that referrals to other social agencies along with closer adherence to the Fund policies and procedures is influencing the lower spending. New efforts are being made to provide the program with more visibility to the community. Joel indicated he has about 15 active cases he is awaiting documents from veterans to support their requests. Joel also commented that he is seeing veterans with disability compensation ratings at 90% and above are not eligible to access the fund and are referred to other agencies for assistance. Rick Becker noted that an information release statement has been added to the Veterans Assistance Fund Application so that personal information from clients can be shared between KCR and VAB members involved with client follow up activities.
- b. Committee Reports.
  - **Aging Veterans Services.** Matt Shillingburg discussed a legislative initiative to provide each county in Washington State with a paid Veteran Service Officer.
  - **Housing and Homelessness.** No report.

- **Public Affairs and Social Media.** No report.
- **Special Event Support.** Mark Lowe reported for Peggy Rowe that Stand Down and Run to Tahoma planning is underway and going well for both events. The Veterans Advisory Board will have an information table at the Military Appreciation Day event on March 2, 2024.
- **Veteran Education.** Tatiane Simmons announced Olympic College veterans' program will host a table at the Military Appreciation Day event.
- **Veteran Health Care.** No report.
- **Veteran Mental Health Plans and Programs.** Rick Raymond thanks VAB members for attending Congressman Kilmer's Veteran Round Table discussion on the 8<sup>th</sup> of February. He said the board was well represented and the congressional staff will be investigating options for a number of issues associated with support provided by the Veterans Administration.
- **Veterans Garden.** Andrew Magallanez reported through email that he attended a meeting of Bremerton Blueberry Patch gardeners and placed a request to reserve a plot for 2024. Water at the site will be turned on in March.
- **Women's Resource Group.** Jayme commented that she is preparing for the next Stand Down in April and asked VAB members
- **Veteran Court Mentorship.** Rick Raymond announced he is now working with jail staff on access to consult with incarcerated veterans and is being assisted by Andrew Magallanez and Ron Valencia. and can help veterans get started on receiving benefits sooner.

**Old Business –**

No old business discussed.

**New Business –** Mark Lowe made a suggestion that the VAB consider hosting a conference with local community resource providers so that all in the room can learn about the variety of resources each organization delivers to the community.

**Good of the Order/Announcements:** Matt Shillingburg reminded the group that the reminded members that the Port Orchard Rotary will be holding a Crab Fest in Bremerton on March 9, 2024. Proceeds will go to the Kitsap Area Veterans Alliance. All VAB members are encouraged to attend. More information about the purchasing tickets for the event can be found at [The Long Way Home \(maxgiving.bid\)](https://www.maxgiving.com/bid)

**Public Comments:** There were no public comments.

**Next meeting:** The next public Veterans Advisory Board meeting will be Tuesday, March 13, 2024, at 5:30 pm. This meeting will be held at Olympic College, Building 4, Room 129 and will also be available through Zoom.

**ADJOURNMENT:** Meeting adjourned at 7:00 pm.

Task Tracker			
Date	Name	Task and Goal for Completion	Progress
10/11/23	Rick Becker	Policy and Procedures Review	Complete. 12/1/2023. Smooth final version and send to commissioners for approval.

ATTENDANCE		
MEMBERS	GUESTS	STAFF
<p><b><u>Present</u></b>            Jayme DeGooyer (Z)            Richard Raymond (Z)            Tatiane Simons (Z)            Mark Lowe (Z)            Carlos Trujillo (Z)            Matt Shillingburg (Z)            Ron Valencia (Z)            Bill Martin (Z)            Samantha D'Anella (Z)            Dan Piper (Z)            Jack Cahoon (Z)            Jason Reis (Z)</p> <p><b><u>Absent / Excused</u></b>            Harry Gilger (E)            Brian Davis (E)            Andrew Magallanez (E)            Peggy Roy (E)            Branden Davis (E)</p>	Joel Burkhardt, KCR Phil Sauer Gordon Groseclo William West Shawn Barkefelt	Rick Becker (Z)
Note: (I) = In-Person (Z) = Zoom (E) = Excused		

## 2024 Veterans Relief Fund Budget

As of February 29, 2024

Account #	Account Title	Budget	Year to Date	Percent	Balance
	Beginning Fund Balance	-	658,000.00		
<b>Current Revenue</b>					
3110.10	Real & Personal Property	800,000.00	27,181.90	3.4%	772,818.10
3610.11	Investment Interest	2,000.00	551.67	27.6%	1,448.33
3000	Other Revenue	2,700.00	529.82	19.6%	2,170.18
	<b>Revenue total</b>	<b>804,700.00</b>	<b>28,263.39</b>	<b>3.5%</b>	<b>776,436.61</b>
	<b>Budget total</b>	<b>804,700.00</b>			
<b>County Staff Charges</b>					
5101	Regular Salaries	46,388.00	7,107.20	15.3%	39,280.80
5201	Industrial Insurance	555.00	76.92	13.9%	478.08
5202	Social Security	3,549.00	539.38	15.2%	3,009.62
5203	PERS Retirement	4,305.00	677.32	15.7%	3,627.68
5209	WA State Family Leave	101.00	14.99	14.8%	86.01
5229	Benefit Bucket	7,245.00	1,207.50	16.7%	6,037.50
5311	Office Supplies	1,000.00	-	0.0%	1,000.00
5352	Computer Software	500.00	-	0.0%	500.00
5422	Cellular Telephone	-	53.13	0.0%	(53.13)
5425	Postage	150.00	-	0.0%	150.00
5431	Mileage	500.00	-	0.0%	500.00
5432	Travel	-	-	0.0%	-
5451	Operating Rentals	1,500.00	90.66	6.0%	1,409.34
5452	Cloud Service Subscriptions	-	106.38	100.0%	(106.38)
5492	Other Miscellaneous	-	-	0.0%	-
<b>Contracted Services</b>					
5415	Management Consulting	-	-	0.0%	-
	KCR	646,410.00	20,293.87	3.1%	626,116.13
	NW Justice League	60,000.00	5,600.00	9.3%	54,400.00
<b>Standdown</b>					
5413	Medical/Dental	4,000.00	-	0.0%	4,000.00
5441	Advertising	2,000.00	-	0.0%	2,000.00
5499	Other Miscellaneous	15,762.00	-	0.0%	15,762.00
<b>County Charges</b>					
5912	I/F IS Service Charges	3,319.00	553.16	16.7%	2,765.84
5913	I/F IS Program Maintenance	1,542.00	257.00	16.7%	1,285.00
5922	I/F IS Projects	304.00	50.66	16.7%	253.34
5996	Indirect Cost Allocation	5,570.00	1,392.50	25.0%	4,177.50
	<b>Expense total</b>	<b>804,700.00</b>	<b>38,020.67</b>	<b>4.7%</b>	<b>766,679.33</b>
	Estimated ending Fund Balance	-	658,000.00		
	<b>Budget total</b>	<b>804,700.00</b>			



**KITSAP COMMUNITY  
RESOURCES**  
Creating Hope | Restoring Lives

Veterans Assistance Fund 2024  
 Monthly Report: February 2024  
 Submitted by: Joel Burkhardt

Activity	February	YTD
Total Applicants	12	27
Total # of New Applicants	4	7
Applications Accepted	11	24
Applications Denied	1	1
General Discharges	0	0
Total Unduplicated	9	19
Total Payout	\$5033.35	\$14445.95

Activity	Amount	Services Delivered
Appliances	\$0.00	0
Auto Repair	\$0.00	0
Burial	\$700.00	1
Bus Pass	\$0.00	0
Bus Ticket Home	\$0.00	0
Clothing	\$300.00	1
Dental	\$0.00	0
Eviction Prevention	\$0.00	0
Food, Hygiene, & Cleaning supplies	\$400.00	1
Gasoline	\$90.44	2
Heating Oil	\$0.00	0
Motel	\$0.00	0
Medical	\$0.00	0
Natural Gas	\$179.67	1
Occupation Certification	\$0.00	0
Phone	\$0.00	0
Propane	\$297.28	1
PSE	\$108.89	1
Rent	\$1359.00	1
Water & Sewer	\$139.04	1
Union Dues	\$0.00	0
Waste Management	\$0.00	0
Wood for Heat/ Pellets	\$0.00	0
Misc.	\$1459.03	1
Total Payout	\$5033.35	Total 11



Demographics	February	YTD
Veteran	7	19
Dependent	0	0
Widow	2	2
Gender		
Male	6	18
Female	3	3
Other Gender	0	0
Age		
30 yrs. old and under	0	1
31 to 60 yrs. old	3	5
60 yrs. old and over	6	15
Ethnicity		
Hispanic or Latino	0	1
Non-Hispanic or Latino	9	20
Race		
American Indian/Alaskan Native	0	0
Asian	0	0
Black or African American	3	6
Native Hawaiian or Other Pacific Islander	0	0
White	6	15
Other Race	0	0
Multi Race (2 or more of the above)	0	0

#### November Program Highlights

- Rapidly assisted a widow after she lost her veteran husband and personal items in a fire
- Attended Kitsap County Jail Orientation and began to coordinate with the Veterans Court
- Coordinated with Other service providers to assist a Gulf War Veteran with housing and past due bills

Of those that were served out of the Assistance Fund, some were given information on other KCR programs.

KCR \$ value of referrals – \$1200

KCR \$ value of referrals YTD (January 2024 – Present) \$2700.00

Applications Denied: 1

#### 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:

Clark VAF	0
Ocean County VAF	0
King County VAF	1
Mason County VAF	0
Food Banks/Free Meal Site	0
Salvation Army/St. Vincent de Paul/DSHS	0
Employment Resources/Work Source	2
WDVA/Building 10	0
Legal Resources/Northwest Justice Project	1
SSVF ( Supportive Services for Veterans and Families	0
Educational resources	0
Anger Management Resources	0

\$ Value of Referrals outside of KCR – \$500

\$ Value of Referrals YTD (January 2024-Present) – \$1500.00

8-phone calls fielded seeking information outside of assistance fund

#### December Breakdown:

Jail Contacts – 0

YTD (January 2024-Present) – 0 individuals

Clean and Sober Housing – 0

YTD (January 2024-Present) – 0

Eviction Relief Funding (Rental Assistance line item from VAP Budget contract) – \$0.00  
(included in above total)

YTD (January 2024-Present) \$3575.00

**Kitsap County Veterans Assistance Program - Summary of Direct Emergency Assistance During 2024**

Total Direct Service Budget 2023 - \$553,098

Activity	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total 2024
Appliances	\$ -												\$ -
Auto Repair	\$ 300.74												\$ 300.74
Burial	\$ -	\$ 700.00											\$ 700.00
Bus Pass	\$ -												\$ -
Bus Ticket Home	\$ -												\$ -
Clean & Sober Housing	\$ -												\$ -
Clothing	\$ -	\$ 300.00											\$ 300.00
Dental	\$ -												\$ -
Eviction Relief Funding	\$ 3,575.00												\$ 3,575.00
Food	\$ 203.80												\$ 203.80
Gasoline	\$ 332.14	\$ 90.44											\$ 422.58
Heating Oil	\$ -												\$ -
Misc.	\$ 465.14	\$ 1,859.03											\$ 2,324.17
Motel	\$ -												\$ -
Medical	\$ 70.00												\$ 70.00
Natural Gas	\$ -	\$ 179.67											\$ 179.67
Occupation Certification	\$ -												\$ -
Phone	\$ 117.92												\$ 117.92
Propane	\$ -	\$ 297.28											\$ 297.28
PSE	\$ 1,613.34	\$ 108.89											\$ 1,722.23
Rent	\$ 2,525.00	\$ 1,359.00											\$ 3,884.00
Sewer	\$ -	\$ 139.04											\$ 139.04
Union Dues	\$ -												\$ -
Waste Management	\$ -												\$ -
Water	\$ 209.52												\$ 209.52
Wood for Heat/ Pellets	\$ -												\$ -
<b>TOTALS</b>	<b>\$ 9,412.60</b>	<b>\$ 5,033.35</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,445.95</b>
<b>Balance</b>	<b>\$ 543,685.40</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>	<b>\$ 538,652.05</b>

Demographics	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total 2024
Veteran	12	7											
Dependent	0	0											
Widow	0	2											
<b>Gender</b>													
Male	12	6											
Female	0	3											
Other Gender	0	0											
<b>Age</b>													
30 yrs. old and under	1	0											
31 to 60 yrs. old	2	3											
60 yrs. old and over	9	6											
<b>Ethnicity</b>													
Hispanic or Latino	1	0											
Non-Hispanic or Latino	11	9											
<b>Race</b>													
American Indian/Alaskan Native	0	0											
Asian	0	0											
Black or African American	3	3											
Native Hawaiian or Other Pacific Islander	0	0											
White	9	6											
Other Race	0	0											
Multi Race (2 or more of the above)	0	0											
<b>TOTALS</b>	<b>60</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>188</b>

2024 Applications Per month													0
2024 New Clients served YTD													0
2023 Clients denied													0
2023 Total Clients Served (unduplicated #)													0

2023 Applications Per month	9	15	36	34	38	37	26	6	36	27	17	20	301
2023 New Clients served YTD	0	2	6	6	4	5	8	0	2	13	8	8	62
2023 Clients denied	0	0	0	0	0	0	0	0	2	2	2	4	10
2023 Total Clients Served (unduplicated #)	9	15	36	9	9	28	10	5	17	14	16	11	179

2022 Applications Per month	52	40	30	48	49	31	55	53	40	38	45	36	517
2022 New Clients served YTD	4	3	3	10	10	4	7	10	5	5	2	5	68
2022 Clients denied	0	0	1	0	1	0	0	0	1	0	0	0	3
2022 Total Clients Served (unduplicated #)	52	19	12	17	28	6	19	22	8	5	6	10	204

2021 Applications Per month	50	40	48	43	41	49	49	51	51	56	57		535
2021 New Clients served YTD	5	5	3	3	0	4	5	3	5	9	6		48
2021 Clients denied	0	0	0	0	0	0	0	0	0	0	0		0
2021 Total Clients Served (unduplicated #)	50	24	19	14	8	12	15	15	13	9	6		185

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

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

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

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

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

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