



CLACKAMAS COUNTY
VETERANS ADVISORY COUNCIL
 April 25, 2024 Meeting Minutes
 1:30pm – 2:30pm in Person

FACILITATOR	RB Green
NOTETAKER	R.E. Szego

VETERANS ADVISORY COUNCIL							
P	RB Green	A	John Budiao	P	Janet Braman		
P	Paul Edgar	P	Betty Fish-Ferguson	A	Tawnya Lege		
P	Laurie Kimmell	E	Don Hedlind				
P	Tracy Bogard	P	Thomas McAlarney				
P	Carol Bernhard	A	Gregory Freetage				
S	Brenda Durbin	S	R.E. ("Ari") Szego	S	Joey Johns		Aubrie Balkwill
S	Ken Bietschek		Aaron Henry	S	Gus Bedwell		Commissioner Paul Savas
S	Sean Wells			S	Rene Gebauer		
	Allen Anderson		Mike Manske	P	Dan Miner	E	Austin Hansen
P	Allen Gumm			O	April Smith		

P-Present, A -Absent, E-Excused, O-Other Attendee

ITEMS / ISSUES	DISCUSSION	FOLLOW-UP
	<p>Prior to the meeting, we met for lunch at the Clackamas Community College VET Center (https://www.clackamas.edu/campus-life/student-services/vet-center).</p> <p>RB provided a brief overview of the VET Center and the Wacheno Welcome Center, including recent upgrades to these sites.</p>	

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Meeting Called to Order and Introductions	<p>RB called the meeting to order at 1:08 pm.</p> <p>Introductions:</p> <ul style="list-style-type: none"> • April Smith works for VET Center at Clackamas Community College. • Sean Wells is the new VAC Liaison. <p>A quorum was established at 1:26pm.</p>	<p>All: Check in with other VAC Members who have not been present recently about attending the meeting.</p>
Adoption of Minutes	<p>Tracy motioned to approve the February and March 2024 Minutes, Carol seconded. All in favor. Minutes for February and March 2024 were approved.</p>	
Membership Updates	<p>The Executive Committee recommends the nomination of Dan and Austin. Tracy motion, Betty seconded. All in favor. Approved.</p> <p>Recruitment is open: https://www.clackamas.us/community/abc. Scroll down on the internal bar.</p>	<p>R.E.: Move Dan and Austin to Board approval.</p>
Meeting Structure	<p>Gus summarized what he saw in the notes. Meeting every other month was supported. This would mean meeting six times per year with subcommittees during the months in between. There would be no hybrid for the all council meeting, only in person. He suggested that we change locations each time to gain familiarity with people who do the work. For example, we could meet where Ken and Aubrey work and learn what they do around employment.</p>	<p>Exec – draft an annual meeting location / date calendar</p>

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	<ul style="list-style-type: none"> ○ Laurie stated that we would need to state in bold where the meeting is going to be because people are used to having it at the County. ○ Gus can help with planning the locations through his connections. ○ Brenda reminded the group that we were also looking at a different time for the council meetings. We have an outstanding issue of a member who can't make the regular time. Gus added that Don, who's part of Paralyzed Veterans of America (https://tristatepva.org/) is also a member of the National Board, which meets at the 2:30 time. ○ RB shared that the two most popular were Tuesday morning and Thursday afternoon. Janet can't meet on Tue morning. ○ Brenda recommended that we vote to approve framework, then have another round on time / date. ○ Betty asked when the Exec meetings would be. Brenda answered that we would continue having monthly Exec meetings to be held on Zoom, at the same date / time as they have been. Gus noted that we can make sure they're set up to support if someone can't meet virtually. The Exec Committee will continue to set the agenda and hear the pulse from subcommittees. <p>A proposal was put forth to meet every other month, in person, with different locations.</p> <ul style="list-style-type: none"> ○ Laurie noted that we would have to communicate about where the meeting is. ○ Gus added that at least once a year the meetings could be hosted at the VSO. 	

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	<ul style="list-style-type: none"> ○ Tawnya recommended that we still meet next month to start every other on an odd month, which would put our in-person meetings in: May, July, Sept, and Nov. ○ Carol suggested creating an annual calendar with the locations. The Exec Committee will draft this. <p>Carol motioned to approve this proposal; Betty seconded. The meeting proposal was approved.</p> <p>The May meeting will be held at:</p> <p>The Veterans Employment Office where Ken and Aubrie work in the Willamette Building, Children, Family & Community Connections, Clackamas County, 112 11th Street Oregon City, OR 97045.</p> <p>Ken will share information about parking</p>	
Subcommittee / Workplan Initiative Leaders Not Discussed	<ul style="list-style-type: none"> ● Member Recruitment: Building a Strong Advisory Council ● Outreach: Ensure that veterans and their families living in Clackamas County know about the County Veterans Services Office, understand how to access those services, and feel that they belong ● Host a Veterans Expo - RB 	Move to July? January?
Veterans Expo Monday, Nov 18, 2024	RB provided an updated from the Veterans Expo Subcommittee . This group will need to meet routinely to knock out a lot of stuff so the project management	

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<p>Gregory Forum, Clackamas Community College, Oregon City Campus</p> <p>Tagline: “Connecting those who served to those who serve.”</p>	<p>group has time to work. RB: would like to meet every week. Gus suggested that if the agenda was sent out beforehand he could come every other week. RB confirmed that these will be held virtually.</p> <p>Betty asked about a master list of vendors. Gus answered that R.E. has the master list from Washington County’s Stand Down event last year and has been adding those who reach out. That’s who we’ll send the save the date to. Vendors will not be allowed to just show up. Please direct vendors to the website to register.</p> <ul style="list-style-type: none"> ○ Laurie wondered if vendors would be required to have insurance. She does three trade shows per year and is required to have insurance for some of them. ○ She also thought that people might be worried about Antifa. ○ Allen stated that the Project Management Group will think of things from the highest level, such as a master checklist; reach out calls; cut things off at certain numbers; build checkpoints into schedules; possibly holding the vendor meet and greet in the morning; having employment in different building. High level: What are the possibilities? Are we managing to a budget? Who’s sharing what portions of the budget? What are the mitigation plans? They will look at these parts of organizing a project <ul style="list-style-type: none"> ▪ Gus recommended that they have pieces in writing and come to next Exec meeting. ▪ RB suggested that they come to the Subcommittee meeting. 	

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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Allen noted that the Project Management team wants anything they do to be of value to VAC. For example, the information might be used next year or for some other event. ○ Gus intends on doing this event more than once – or every other year. ○ Laurie noted that it will be important to schedule for certain vendors when they can come into the facility, and if they need electricity. ○ Allen added that the Project Management group will be providing the scheduling, identifying the resources and the ownership. They will do thing like: draft a project charter, identify key approving stakeholders, draft a schedule, review Risk Management, create a flow of the work, and manage to the budget. ○ Gus and Joey have to talk about the budget. ○ Ken recommended that we include on the vendor application questions about what are your needs, including power, so that infrastructure is set up and ready to go. Laurie added: Do you need tables or are you going to bring your own? Each trade show has their own rules, such as how many plugs are allowed. ○ RB noted that the group will go way more into detail at the subcommittee meeting. <p>Gus provided an update on the website. There is a draft website but some other elements need to be added. (See ODVA 2019 Expo website for inspiration: https://expo.oregondva.com/.)</p>	

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VSO Updates	No updates	
Member Updates, Announcements, and Upcoming Events	Laurie mentioned that Congresswoman Chavez-DeRemer would like names of folks in Congressional District 5 for a list. You can find your district by entering your zip code here: https://www.house.gov/representatives/find-your-representative .	
Adjourn	Laurie made a motion to adjourn. Tom seconded. The meeting was adjourned at 2:02 pm.	
	After the meeting adjourned, we visited the Gregory Forum site where the main components of the Veterans Expo will be held.	
Next Meeting	Veterans Advisory Council Thursday, May 23, 2:30-3:30pm – In Person Clackamas County Veterans Employment Office CFCC: https://www.clackamas.us/cfcc 112 11th Street Oregon City, OR 97045	