

# ALAMEDA COUNTY VETERAN AFFAIRS COMMISSION

## EXECUTIVE MEETING MINUTES

October 16<sup>th</sup>, 2023 | 9:30am-10:00am



6955 Foothill Blvd - Ste.#300  
Oakland, CA 94603

UC Berkeley Veterans Services Center  
Hearst Memorial Gym - Rm. 102  
Berkeley, CA 94720

### CALL TO ORDER

- Meeting called to order at 9:38am
- Quorum Achieved

### APPROVAL OF 9.18.23 MEETING MINUTES

Postponed – Item will be moved to November's meeting.

### MEMBERSHIP

- **Removal of Commissioner Pharshall update:**  
Commissioner Farmer will hold off on submitting additional correspondence until next meeting location has been confirmed.
- **Status on pending applications from interested applicants:**
  - Jack McKlvein (?) application is still pending.
  - Lisa Brunner (Women Veterans) is pending the letter from the organization she is interested in representing.
  - Jeff Sheibels rescinded his application due to meeting time.
  - Mallory Newman the board approved her seat to District #3 but shortly rescinded her seat due to meeting time.

Meeting times being provided to applicants from County Board staff are incorrect.

*F/U: Luna will follow up with Board staff to ensure the correct information is relayed.*

### FUTURE STAND DOWN EVENT

- Commissioner Farmer proposes 2 events per year, one in Oakland, one at the County Fairgrounds or ideally 2 in Oakland (where the highest concentration of veterans are).
- District #1 (Haubert) is considering spearheading future Stand Down events in Oakland/Hayward are but is still determining logistics – The commission will hold off on taking over for now.
- Oakland City Council, Councilmember Phife is interested in helping the commission in standing the event in Oakland.
- Commission will consider establishing a Steering Committee by December 2023 and partner up with Swords to Plowshares.
- Commissioner Gilmore proposes changing the name from Stand Down to a name that delineates the event as a one-day event.

### MEETING AJOURNMENT

Meeting adjourned at 9:52am

ALAMEDA COUNTY  
VETERAN AFFAIRS COMMISSION  
GENERAL MEETING MINUTES  
October 16<sup>th</sup>, 2023 | 10:00am - 12:00pm



Alameda County  
Social Services  
Agency  
6955 Foothill Blvd Suite-#300  
Oakland, CA 94603

UC Berkeley Veterans Services Center  
Hearst Memorial Gym - Rm. 102  
Berkeley, CA 94720

**A. CALL TO ORDER**

- Meeting called to order at 10:02am
- Roll Call, Quorum achieved.

**Commission Members:** (P=Present, E=Excused, A=Absent, O=Online Attendance)

O. Farmer	P	F. Jaffin	O	G. Owens	O
B. Rizvi	P	D. Williamson	P	J. LoParo	E
M. Gilmore	P	S. Phair	P	K. Warner	A
N. Harrison	P	R. Forbes	P		

**County Staff Present:**

Jonathan Montano Flores  
Luna E Contreras  
Jennifer Stephens Pierre (O)

- Pledge of Allegiance

**B. APPROVAL OF MEETING MINUTES**

Minutes not available. Item moved to next month's meeting.

**C. PUBLIC ANNOUNCEMENTS**

- Gabriella (BOS D3 Representative) Announcement for Veterans Day Luncheon on 11/10 Invitation.
- LaShelle Burch (Dept of VA Svcs-Palo Alto HCS) is interested in assisting the commission with outreach & events. The Palo Alto HCS is also available and interested to attend other outreach events.

**D. SUB-COMMITTEE REPORT UPDATES**

- **Executive:** Committee will hold off on submitting additional correspondence to Commissioner Pharshall until the next meeting location has been confirmed.
- **Membership:** Newly appointed Commissioner (Newman) is unable attend meeting due to time conflict. Commissioner Farmer has been reappointed.

Status of new applicants:

- Gloria Wilson has submitted an application
- Jack McKlvein is pending, and no communication has been received
- Lisa Brunner is pending due to Letter of Recommendation (LOR) - no further communication has been received.

**ACTION:** Luna will follow up with the BOS to see if anything is holding it up and send BOS contact info to Commissioner Farmer.

**ACTION:** Commissioner Owens (Greg) will write sample of an LOR template that applicants can use to submit with their application. Luna to upload a template to the Commission's webpage.

**ACTION:** Luna will work with the Clerk of the Board to ensure the two new seats are made available in the commission's webpage.

- **Budget:** a budget for YR 2024 was submitted for a total of \$26,500 but was reduced to total of \$25k but will be distributed amongst all SSA Commissions. Further discussion in next month's meeting

**ACTION:** Commissioners to review the budget prior to next meeting.

# ALAMEDA COUNTY VETERAN AFFAIRS COMMISSION

## GENERAL MEETING MINUTES

October 16<sup>th</sup>, 2023 | 10:00am – 12:00am

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- **Outreach:** Commissioner Williamson will be representing the commission at another event on 11/20/23 honoring Oakland Vets. Other upcoming events:
  - 11/10/23-Veterans Resource Program needs assistance with their Veterans Day Fair, In search of veteran singer to sing the national anthem. Refer any prospects to Commissioner Williamson.
  - 11/3/23 – Swords to Plowshares Veterans Day Celebration at the Veterans Memorial Building Veterans HCS.
  - 11/10/23-Richard Valle Memorial Luncheon in Fremont (BOS D2)

Next meeting location to be in District 2, Cal State East Bay in Hayward to be considered. Chabot College as a backup.

**ACTION: O. Farmer will confirm location.**

- **VSO:** New VSO location- The county is still actively searching for a location which can take up to a year. Commissioner will continue to request for the County Supervisors to attend tours of the Santa Clara County VSO.
  - District #3 will be touring on the 20<sup>th</sup> or 27<sup>th</sup>.
  - District #1 will be touring Contra Costa County's VSO.
  - M. Gilmore will attend tour on 10/20 and G. Owens will attend tour on 10/27

SSA staff is working on implementing a stand-alone window for VSO clients only and Q-Matic system to extend services virtually.

**ACTION:** Luna will follow up with contact.

- **NCBVO:** Commemorative street renaming is underway. Next step is to get a City Councilmember to introduce the resolution to the Oakland City Council.
- **Veterans Day:** The Oakland Military Institute has agreed to be Teleguard/Escorts. Representation from BOS D5 has been confirmed. Oakland Mayor is a maybe, to be confirmed. Keynote speaker has been confirmed: Captain from Coast Guard – District #11 O. Farmer will lead with "Welcome" speech. Major Howard Jackson will be there to speak about the street renaming efforts. R. Forbes will deliver tables and chairs for the event. Need to secure a podium, microphone and speaker – any suggestions contact Commissioner Farmer. Look into local TV contacts for possible PSA – to be discussed with J. LoParo VAC Banner has been ordered and should arrive before Veterans Day.
- **Nomination:** Proposal to extend O. Farmer for second year as Chairperson, and M. Gilmore as Vice-Chair.

### E. STAND DOWN 2024 DISCUSSION

- BOS-District #1 is deciding if they will be spearheading the Stand Down event at the county Fairgrounds
- The Commission will still like to partner with Swords to Plowshares to hold a Stand Down in Oakland. Oakland Councilmember Phife can possibly bring support from the Oakland Mayor.

**ALAMEDA COUNTY**  
**VETERAN AFFAIRS COMMISSION**  
**GENERAL MEETING MINUTES**  
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- *M. Gilmore motioned to form a Stand Down subcommittee. Second by D. Williamson. Approved.*

Subcommittee members: D. Williamson, M. Gilmore, O. Farmer, N. Harrison, R. Forbes, W. Orecchia (SSA), M. Davis (SSA), Mark and Eleni (STP)

**F. PAL FORMS**

Moved to next month

**G. ADJOURNMENT**

Meeting adjourned at 12:05pm