

- ALAMEDA COUNTY VETERANS AFFAIRS COMMISSION -



AGENDA: Monday, October 18, 2021

Executive Committee @ 9:30 – 10:00 a.m. | Commissioner's @ 10:00 – 12:00 noon

THE COMMISSIONS' PURPOSE

The commission shall advise & assist the Board of Supervisors on matters relating to veterans & their families as may pertain to meeting their basic needs for veterans' benefits, housing, food, shelter, & employment:

- A. Assist in all veterans' observance days during the year;
[¹Vietnam War Veterans Day (29th March Annually), ² Armed Forces Day (3rd Saturday May), ³ Memorial Day (Last Monday May), ⁴ Independence Day (4th July Annually), ⁵ Korean War Veterans Armistice Day (27th July Annually), ⁶ Patriot Day (Annually September 11), ⁷ Navy Day (27th October Annually), ⁸ Veterans Day (11th November Annually).]
- B. Promote, develop, & identify the needs of the veterans and their families;
- C. Submit recommendations to the Board of Supervisors regarding programs, plans, goals, policy, & procedures dealing with veteran services;
- D. Review annually the status of veterans' benefits;
- E. Study, investigate & research veterans' matters in Alameda County so that services to veterans can be coordinated and maximized.

REQUIRED ETHICS TRAINING

State of California Code Section 53235, AB 1234 Local Agencies: Compensation and Ethics Requirement Mandate (Two (2) hours mandatory online Ethics Education and Training within one (1) year of appointment commissioners.)

FPPC – Free online: <http://localethics.fppc.ca.gov/login.aspx>

EXECUTIVE COMMITTEE AGENDA

[Please Mute All Cell Phones and Pagers for the Duration of the Meeting! Thank You.]

RAP [CALL TO ORDER]

- Executive Committee Meeting Convened/Called to Order.**
- Commissioner Roll Call** (*Chair S. Johnson, Vice-Chair D. Williamson, F. Guillory, L. Diaz, F. Jaffin*)
- ACVAC Commission Minutes Approval: **September 20, 2021 Regular Meeting**
September 24, 2021 Special Meeting.**
- Public Comment(s) (IF ANY)** (*CC GC § 54954.3*)
- Correspondence (IF ANY)**
- Guest Speaker (IF ANY)**

Reports:

NOTE: Recurring Ad-Hoc Committees/ Subcommittees (3) (*Assemble & disassemble as needed*):

¹ Ad-hoc Veterans' Observances Days Committee (i.e., Veterans Day (*July or August-November*) | Memorial Day (*January or February-May*) | Armed Forces Day (*January or February-May*).

² Ad-hoc Nomination Committee (3) (*Nominate Chair & V-Chair-September, October Report, Conduct Election of Chair & V-Chair-November*)

³ Ad-hoc Bylaws (3) (*As needed*)

NOTE: All Standing / Sub-committees & Ad-hoc Committees will consist of 3 commissioners plus the chairperson except the Ad-hoc Nomination Committee.

1. Membership Sub-committee [Johnson];

ACTION ITEM = COMMISSIONER (E. COTA) REMOVAL FULL COMMISSION RATIFICATION/VOTE.

2. Budget Sub-committee [Guillory -2];

ACTION ITEM = Hornet Veterans Day Event – Donation \$500.00 - Pending with AC Board of Supervisors

3. Bylaws Sub-committee (Current Bylaws-SEPTEMBER 2019) [Johnson]

ACTION ITEM = ACVAC Bylaw Rev 08-16-2021 to County Counsel (CC) pending review.

4. Outreach Sub-committee [Williamson];

5. Veterans Day Observance Ad-hoc Committee (August to November) [Jaffin]

[ORDER/SEQUENCE = Oakland²⁰²¹, San Leandro^{2017, 2022}, Hayward^{2018, 2023}, Fremont^{2019, 2024}, Alameda^{2020, 2025}]

6. Nomination Ad-hoc Committee (September to November) [Rizvi]

Commissioners Eligible for Chairperson and Vice-Chairperson (IAW ACVAC Bylaws Article 7 § 2b):

Baqar Rizvi	DAV	11/22/2011
Ronald Parshall	American Legion	5/12/2013
Steven Johnson	AMVETS	6/20/2017
Diane Williamson	Women Vets	11/19/2019
Felix Guillory	MCL	11/19/2019
Fred Jaffin	District 2 (R. Valle)	7/14/2020

7. Executive Committee: Publish New ACVAC 2022 Meeting Calendar Before October 30, 2021.

8. STAFF.

9. Event(s) Report Summary.

- 1). September 18, 2021 @ 6:00 pm Post-Traumatic Stress: Theatre Production
The USS Hornet Museum exploring Post-Traumatic Stress (PTS) published online.

Agenda Items - Programs, Plans, Goals, Guest Speaker(s).

- 1) November 13, 2021 - Supervisorial District 2 Meet & Greet Breakfast
ACTION ITEM = Need Obligatory/Compulsory Attendance Commitment from all Commissioners.
- 2) Letter Supporting NBVC-COL Charles Young Promotion Campaign.
- 3) In-person ACVAC meeting options:
 - 1) City of San Leandro Library Services Department Application

Announcements

- 1). American Legion Post 647 (Alameda) - November 11, 2021 - Veterans Day Concert (*Greg Owens*)
- 2). November 13, 2021 @ 10:00 am - November 14, 2021 @ 5:00 pm
Post-Traumatic Stress: Veterans Day (Weekend)
This will be the first Post-Traumatic Stress event that will be held in person on the USS Hornet. They will have speakers, panelists, service providers and more. Learn about resources that are available for anyone suffering from Post-Traumatic Stress.
Event Information: <https://uss-hornet.org/pts>

Adjournment

[IF NO FURTHER BUSINESS - NO MOTION NEEDED (Robert's Rules of Order, 2011, p. 241, para. 2)]

RAP (END MEETING)

Public participation at Alameda County Veterans Affairs Commission meetings is encouraged. We request that individual limit their comments on any single item on the agenda to three (3) minutes. The chosen spokesperson for any group may speak for five (5) minutes. Comments will be limited to the agenda item under discussion.

COMMISSION MEETING AGENDA

[Please Mute All Cell Phones and Pagers for the Duration of the Meeting! Thank You.]

RAP [MEETING ABOUT TO START]
RAP-RAP [CALL TO ORDER]

Commissioner Meeting Convened/Called to Order [Chair].

RAP-RAP-RAP [ALL STAND (If possible)]

Salute Colors-in-Place [Chair].

Recite Pledge of Allegiance (As Prescribed By Title 4 › Chapter 1 › Section (§) 4 › U.S. Code.”). [Chair]

Moment of Silence for the POW/MIA veterans. [Chair].

Commissioner’s Roll Call [Chair]

[*Quorum ≥ 50% of appointed w/vote (13) / (Quorum exists ≥ half present transact business)*]

Commissioners: S. Johnson, D. Williamson, F. Guillory, R. Parshall, B. Rizvi, F. Jaffin, E. Cota, L. Diaz, K. Warner, R. Will, R. Forbes, G. Owens, E. Gilmore, James “Skip” Phair, Nathaniel “Nate” Harrison

** Welcome Newly Appointed Commissioners: Michael Gilmore (VFW).

Public Comment(s) (IF ANY)

ACVAC Commission Minutes Approval: **September 20, 2021 Regular Meeting**
September 24, 2021 Special Meeting.

[*MOTION & 2ND NEEDED FOR APPROVAL*]

Correspondence (IF ANY)

Guest Speaker (IF ANY)

Reports:

NOTE: Recurring Ad-Hoc Committees/ Subcommittees (3) (*Assemble & disassemble as needed*):

¹ Ad-hoc Veterans’ Observances Days Committee (i.e., Veterans Day (*July or August-November*) | Memorial Day (*January or February-May*) | Armed Forces Day (*January or February-May*).

² Ad-hoc Nomination Committee (3) (*Nominate Chair & V-Chair-September, October Report, Conduct Election of Chair & V-Chair-November*)

³ Ad-hoc Bylaws (3) (*As needed*)

NOTE: All Standing / Sub-committees & Ad-hoc Committees will consist of 3 commissioners plus the chairperson except the Ad-hoc Nomination Committee.

1. Membership Sub-committee [Johnson];

ACTION ITEM = COMMISSIONER (E. COTA) REMOVAL FULL COMMISSION RATIFICATION/VOTE.

2. Budget Sub-committee [Guillory -2];

ACTION ITEM = Hornet Veterans Day Event – Donation \$500.00 - Pending with AC Board of Supervisors

3. Bylaws Sub-committee (**Current Bylaws-SEPTEMBER 2019**) [Johnson]

ACTION ITEM = ACVAC Bylaw Rev 08-16-2021 to County Counsel (CC) pending review.

4. Outreach Sub-committee [Williamson];

5. Veterans Day Observance Ad-hoc Committee (August to November) [Jaffin]

[**ORDER/SEQUENCE = Oakland²⁰²¹, San Leandro^{2017, 2022}, Hayward^{2018, 2023}, Fremont^{2019, 2024}, Alameda^{2020, 2025}**]

6. Nomination Ad-hoc Committee (September to November) [Rizvi]

Commissioners Eligible for Chairperson and Vice-Chairperson (IAW ACVAC Bylaws Article 7 § 2b):

Baqar Rizvi	DAV	11/22/2011
Ronald Parshall	American Legion	5/12/2013
Steven Johnson	AMVETS	6/20/2017
Diane Williamson	Women Vets	11/19/2019
Felix Guillory	MCL	11/19/2019
Fred Jaffin	District 2 (R. Valle)	7/14/2020

7. Executive Committee: Publish New ACVAC 2022 Meeting Calendar Before October 30, 2021.

8. STAFF.

9. Event(s) Report Summary. **Agenda Items - Programs, Plans, Goals, Guest Speaker(s)** [Chair].

1). September 18, 2021 @ 6:00 pm Post-Traumatic Stress: Theatre Production

The USS Hornet Museum exploring Post-Traumatic Stress (PTS) published online.

Agenda Items - Programs, Plans, Goals, Guest Speaker(s).

1) November 13, 2021 - Supervisorial District 1 Meet & Greet Breakfast November

ACTION ITEM = Need Obligatory/Compulsory Attendance Commitment from all Commissioners.

2) Letter Supporting NBVC-COL Charles Young Promotion Campaign

Announcements

- 1) November 7, 2021 - Tri-Valley Veterans Day Parade, Pleasanton, CA
- 2). American Legion Post 647 (Alameda) - November 11, 2021 - Veterans Day Concert
- 3). San Leandro
- 2). November 13, 2021 @ 10:00 am - November 14, 2021 @ 5:00 pm

Post-Traumatic Stress: Veterans Day (Weekend)

This will be the first Post-Traumatic Stress event that will be held in person on the USS Hornet. They will have speakers, panelists, service providers and more. Learn about resources that are available for anyone suffering from Post-Traumatic Stress.

Event Information: <https://uss-hornet.org/pts>

** Next Convened ACVAC Meeting: **Monday (3rd), November 15, 2021.** **

□ **Adjournment**

[IF NO FURTHER BUSINESS - NO MOTION NEEDED (Robert's Rules of Order, 2011, p. 241, para. 2)]

[“When it appears that there is no further business in a meeting of an **ordinary** (regular) **society** (assembly) that goes through a **complete order of business** (41) at each regular meeting (9), the chair, instead of waiting or calling for a motion to adjourn, can ask ‘Is there any further business?’ If there is no response, the chair can say ‘Since there is no further business, the meeting is adjourned.’”] (*Robert's Rules of Order, 2011, p. 241, para. 2*)

RAP (END MEETING)

- ALAMEDA COUNTY VETERANS AFFAIRS COMMISSION -



Agenda ACVAC Special Commissioner Meeting @ 09:00 a.m. Friday, September 24, 2021

THE COMMISSIONS' PURPOSE

The commission shall advise & assist the Board of Supervisors on matters relating to veterans & their families as may pertain to meeting their basic needs for veterans' benefits, housing, food, shelter, & employment:

- A. Assist in all veterans' observance days during the year;
[¹Vietnam War Veterans Day (29th March Annually), ² Armed Forces Day (3rd Saturday May), ³ Memorial Day (Last Monday May), ⁴ Independence Day (4th July Annually), ⁵ Korean War Veterans Armistice Day (27th July Annually), ⁶ Patriot Day (Annually September 11), ⁷ Navy Day (27th October Annually), ⁸ Veterans Day (11th November Annually).]
- B. Promote, develop, & identify the needs of the veterans and their families;
- C. Submit recommendations to the Board of Supervisors regarding programs, plans, goals, policy, & procedures dealing with veteran services;
- D. Review annually the status of veterans' benefits;
- E. Study, investigate & research veterans' matters in Alameda County so that services to veterans can be coordinated and maximized.

ACVAC SPECIAL COMMISSIONER MEETING AGENDA

[Please Mute All Cell Phones and Pagers for the Duration of the Meeting! Thank You.]

RAP [CALL TO ORDER]

Special Meeting Convened/Called to Order. (*Vice-Chairperson*)

(IAW Article 5. § 3. ACVAC Bylaws and CC GC §§ 54952.6, 54953.2, 54953.5, 54954, 54954.2, and 54954.3)

Commissioner Roll Call

[*Commissioners (16): S. Johnson (excused), D. Williamson, F. Guillory, R. Parshall, B. Rizvi, F. Jaffin, E. Cota, L. Diaz, K. Warner, R. Will, R. Forbes, G. Owens, E. Gilmore, James "Skip" Phair, Nathaniel "Nate" Harrison, Micheal "Mike" Gilmore (Not Vote until Oath is signed)*].

Agenda Items - Programs, Plans, Goals, Guest Speaker(s).

- a). Collective Action – Support the renaming former Oakland Army Base streets in honor of:
 - 1). Rear Admiral Robert L. Toney, USN
 - 2). Major General John Sanfofrd, USA
 - 3). Major Howard D. Jackson, USMC
 - 4). Sergeant Morrie Turner, USA

Consider supporting the National Black Veterans Coalition COL Charles Young Promotion Campaign on their initiative and proposal to rename of four streets on the former Oakland Army Base after the four local veterans listed above. The support consists of a written letter support the initiative and proposal.

ACTON ITEM = Needs Motion and Second to put item on the floor

Adjournment

[IF NO FURTHER BUSINESS - NO MOTION NEEDED (Robert's Rules of Order, 2011, p. 241, para. 2)]

RAP (END MEETING)

- ALAMEDA COUNTY VETERANS AFFAIRS COMMISSION -



Meeting Minutes: Monday, September 20, 2021

Meeting Called to order at 10:05am by Chair Steven Johnson.

Salute Colors-in-Place

Minute of Silence for MIA POW

Commissioner's (16) Role Call: Eugene Cota (absent), Raymond Will (excused absent), Baqar Rizvi, Steven Johnson, Diane Williamson, Fred Jaffin, Luis Diaz (absent), Ethel Gilmore (absent), Felix Guillory, Ronald Parshall (absent), Keisuke Warner, Greg Owens, Nate Harrison, James Phair, Ronald (Ronnie) Forbes and Michael Gilmore (**Non-voting until signature on Oath**)

Staff Present: Jennifer Stephens-Pierre, Bruce Choy, Mariana Austin, Clinton Taxdahl, Tamyra Simpson

Approval of Minutes 08/16/2021 as read:

- (M) Williamson
 - (S) Harrison
- Approved.

Public Comments: None

Staff Comments:

Correspondence: None

Guest Speaker: None

Subcommittee Reports

1. Membership: Chair Steven Johnson
 - a. Executive Committee voted to remove Commissioner E. Cota. Chair to mail him a letter to inform him of the Executive Committee's decision
 - b. Raymond Will has sent a Letter of Resignation due to health concerns. The letter was incorrectly sent to Alameda County Library. Commissioner Will needs to resend a corrected letter as the letter needs to be sent to Veterans Office in Oakland.
 - c. Joe Loparo sent a Commissioner Application, Resume and Letter of Support to the incorrect address and will need to resend the letter to the Veterans Office in Oakland.
2. Finance Sub-committee – Commissioner Guillory (**2 vacancies**)
 - a. The annual commission budget needs to be updated.

Meeting Minutes: Monday, September 20, 2021

- b. ACTION ITEM: Chairperson Johnson to follow up with VSO as the Chair and Vice-Chair of the Subcommittee needs to be updated in the Budget document.
3. Bylaws Sub-committee (**2 vacancies**)
 - a. Chair Johnson sent a copy of the Bylaws with the proposed changes to the Commission.
 - b. Remove the gendered pronouns from the Bylaws and replace with position names or “them/they/their”.
 - c. Motion to ratify as amended Rev 8/16/2021.
(M) Rizvi
(S) Phair
 - d. ACTION ITEM: Chair to follow up with the Board of Supervisor’s Clerk regarding the Required Ethics Training.
 - e. ACTION ITEM: Chair Johnson to send the amended bylaws to VSO for final review and formatting.
4. Outreach Sub-committee – Commissioner Diane Williamson (**1 vacancy**)
 - a. ACTION ITEM: Chair Johnson and Commissioner Williamson to review the list of schools and Veterans Offices.
5. Veterans Day Observance Ad-hoc Subcommittee – Commissioner Jaffin
 - a. The Commission has participated in previous events by attending parades and other Veterans Day events held by Alameda County cities
 - b. For 2021 the Commission has decided to attend the USS Hornet event on November 11th at 11:00am.
 - c. ACTION ITEM: Commissioner Jaffin and Chair Johnson to meet with personnel USS Hornett to discuss how the Commission can assist them.
 - d. The Supervisor Richard Valle has invited the Commission to a breakfast at the Fremont-Niles Veteran Center on November 13th. More details to follow. Event is not open to the public.
6. Staff – Clinton Taxdhal, Veteran Services Officer and Jennifer Stephens-Pierre, Program Manager
 - a. 1 VSO, 1 Retired Annuitant, 1 Clerical, 2 VSRs currently on leave, 4 openings for temporary employees.
 - b. ACTION ITEM: VSO and Program Manager to coordinate a Brown Act Training for the Commission.
7. Event(s) Report Summary
 - a. Chair Johnson attended and conducted a 9/11 or Patriots Day Observance at the Alameda County Fairground’s Horseshoe Pits in remembrance of 9/11
 - b. Chair Johnson attended a 9/11 Observance at Plaza Park, Hayward, CA.
8. Nomination Subcommittee
 - a. Subcommittee Chair – Commissioner Rizvi (appointed)
 - b. Subcommittee members: Commissioner Warner and Commissioner Harrison (appointed)

Meeting Minutes: Monday, September 20, 2021

Agenda Items:

1. IAW ACVAC Bylaws Article 5 § 3, Commissioners F. Guillory and Commissioner N. Harrison called for a special meeting of the ACVAC to vote on a Support Letter for the National Black Veterans Coalition COL Charles Young Promotion Campaign initiative to rename streets on the former Oakland Army Base. The Notice/agenda for the special meeting shall be made in the same manner as for regular meetings and standing, subcommittee, and ad-hoc committee meetings.
(Reference: ACVAC Bylaws Article 5 §§ 1, 2c, and 3 and R.M. Brown Act).
2. PTSD Presentations
 - a. September – Theater of War re: Mental Health Professional Actors focus on the impact of service combat on PTSD issues on Hornet
 - b. November – Grand Finale around Veterans Day (details to come)
 - c. Hornet Veterans Day Event

Announcements

1. Swords to Plowshare Roundtable – September 30th
2. Mentors needed for Veterans Treatment Court.
3. Veterans Day Celebration at 11am on 11/11 | Alameda Veteran’s Memorial Building, 2203 Central Avenue, Alameda 94501
4. Veterans Day Observance | Castro Valley Veterans Memorial, 3683 Quail Avenue, Castro Valley
5. Post-Traumatic Stress Disorder presentation: USS Hornet Museum - September 18, 2021 (**Non-Conduct**). Will give advice on a future PTSD Theater of War Presentation.

Meeting adjourned at 12:11 pm.
Next Meeting October 18th at 10:00am via Zoom