

Veterans Advisory Board
January 15, 2020

Item	Motion/Description	Page
Call to Order	Chris Calvert, Chair of VAB called the meeting to order at 5:05 p.m. in the Railyard Offices.	1
Roll Call	A quorum was established with roll call.	1
Approval of the Agenda	Approved	1
Approval of the Minutes from November 20, 2019	Approved	1
Public Comment	Discussion	1-2
New Business/Action Items:		
a. Subcommittee Updates:		2-3
i. Admin and Budget	Budget Approved	
ii. Homelessness and Relief		3-5
a. Update on Navigator		
iii. Community Events and Education		5
a. Update: Wreaths Across America	Discussion	
b. Update: Upcoming events		5
iv. Education/Employment Entrepreneurship		5
Old Business		
a. Update: Proposed update to Resolution 2015-18	Discussion	5
b. Update: Emergency Fund Process		
Comments from the Chair and Advisory Members	Discussion	6
Report from Staff	Discussion	6
Adjournment		6

Veterans Advisory Board
500 Market Place
Santa Fe, NM
Wednesday January 15, 2020

1. CALL TO ORDER

Chris Calvert, Chair of VAB called the meeting to order at 5:05 p.m. in the Railyard Offices. A quorum was established with roll call.

ROLL CALL

Present:

Chris Calvert, Chair
Dorothy Seaton, Vice Chair
Ken Dettelback
Jim Williams
Rich Christiansen
John Palomino
Sigrid Hannah Mabel
Anna Vigil

Absent:

Kenny Keelin

Staff and Others Present:

Anna Cale, City Staff
Julie Sanchez, City Staff
Linda Vigil, Stenographer
Brian Osterhage Deputy Secretary of Department of Veteran Services

**** NOTE: All items included in the packet are kept on file with City Staff for the Veteran's Advisory Board. Any items presented at the meeting are attached and marked as exhibits.**

2. APPROVAL OF AGENDA

MOTION: Mr. Dettleback moved to approve the agenda with a second from Mr. Williams which passed by voice vote.

3. REVIEW AND APPROVAL OF MINUTES FROM November 20, 2019

MOTION: Mr. Dettleback moved to approve the minutes with a second from Mr. Williams which passed by voice vote.

4. PUBLIC COMMENT

Angel Avila has been to VAB meetings before. She used to be the social worker at the VA Clinic. She left and is now working for a homebased primary care for Veterans. It provides

services to those housebound veterans that can't get out. She is here for information and intends on coming regularly to share information to the community.

5. NEW BUSINESS/ACTION ITEMS:

a. Subcommittee reports

i. Admin and Budget

Ms. Cale emailed the summary of accounts and revenue for their line items.

Chair Calvert discussed the four basic line items service contracts, grants, operating and food.

Chair Calvert states the grants and services is for scholarships, everything else is in service contracts.

Ms. Cale explained the Navigator comes from that item. The Interfaith Housing personnel comes from operations.

Ms. Avila announced John Herman is retiring in February.

Chair Calvert asked who paid for the space for John Herman. Ms. Cale is working on a system glitch that got dropped.

Chair Calvert states if he isn't replaced they will be paying for a blank space. They may need to reconsider.

Ms. Cale states they haven't submitted an invoice for this year yet.

Chair Calvert states he will reach out to get an update. Ms. Avila has the contact information and will know when they hire a replacement.

Chair Calvert asked about the scholarships, it was agreed to keep it the same as last year.

Ms. Cale states for the Navigator payments she will need to submit other invoices.

Chair Calvert states until the City has a process on getting reimbursements for emergency help through the funds they already have. Going through the Alliance is the easiest way right now.

Mr. Dettleback explained the R & R for Vets organization whom they helped a veteran with a new roof and dry wall. He also didn't have running water. They found a group to fix the well and they shared the cost with the Alliance. It was the day before Christmas when they got it connected. He didn't have water for a year. He is a talented photographer.

Chair Calvert stated the Alliance has an MOU with the City to work for Veterans. They created it as a nonprofit to allow for fundraising.

Chair Calvert states the amount from the Golf Tournament isn't being spent now, because they just got the funds and it was just divided from the Assessor's Office, it was substantial amount.

Ms. Seaton states the public events are picking up and so it would be good to have some money for it.

Chair Calvert discussed the DVS cemetery fund from the tax forms. They will need to advertise that fund again. The City's PIO can help with the education of that fund.

Ms. Seaton will return to AARP and discuss with them again.

Mr. Dettleback suggests the VFW and Legion get some flyers and send it out on their email list. He met up with Ms. Van Bibber from the National Cemetery. They discussed the idea of informing the families of the fund.

Chair Calvert discussed where the State and Federal cemeteries are or may be.

Ms. Seaton states it is fine to leave the fund as it is until the unforeseen occurs.

MOTION: Ms. Seaton moved to approve the budget with a second from Mr. Dettleback which passed by voice vote.

ii. Homelessness and Emergency Relief

a.) Update: Navigator

Ms. Cale sent out the reports which are in the packet.

Ms. Seaton suggested to Ms. Martin that she add more lines to her report.

Ms. Cale states she has been busy and attending meetings. She has them all logged in.

Chair Calvert understands most of her work is done from her home, he would like to see her out in the field more.

Ms. Mabel believes the volume of those she reaches might diminish if she is out in the field.

Ms. Cale states she gets referrals from other organizations that they can't serve.

Ms. Seaton and Ms. Mabel are pleased with the number she is serving.

Ms. Mabel asked about the data and how is it being tracked. Ms. Sanchez explained it is on a spreadsheet but there will be a new system.

Ms. Seaton asked who enters the data. Ms. Sanchez states they are collecting it for now, until Ms. Martin gets into the Unitas data.

Ms. Avila asked about the veterans that aren't being reached.

Chair Calvert states he met with the Alliance. Ms. Martin has expressed that she doesn't feel the constraint with them as much as she does with the City. They need to make it clear to her that their process is no longer constrained. Chair Calvert states they can work on the guidelines.

Mr. Dettleback states the money pool can be expanded. They have accounts set up for emergencies in many places.

Chair Calvert states they were cautious of the funds, if they are going to get replenished they don't have to be as cautious.

Ms. Seaton suggests the fundraising committee has been doing less, if Ms. Martin is finding funding she is doing a lot of the work.

Ms. Seaton asked if there are guidelines on the steps she is to take to help the veteran before coming for those funds.

Ms. Sanchez explained they are working on a flex fund for other Boards and Commissions, the framework is to help the person. There is a policy on the support fund, the Board can decide and it can be amended.

Mr. Dettleback states they can have a vetting package.

Ms. Seaton states there were some cases for the large amounts needed.

Mr. Dettleback suggests they get Ms. Martin the list of nonprofits that help veterans in Santa Fe. They can take some of those and develop relationships.

Chair Calvert suggests they amend the policy and put a cap on each case, if more is needed the Board can approve.

Mr. Dettleback suggests they meet with Ms. Martin to put a program together. Then they can determine a process and expand it.

Ms. Sanchez suggests the Alliance be there as well since they are the fundraising arm.

Ms. Mabel agrees to engage with Ms. Martin as she knows what the individuals need.

Chair Calvert suggests they no longer need to be the last resort and cap it at \$3,000.00 and then have a meeting with Ms. Martin.

Ms. Sanchez states this board is setting a precedence for what they do for each client. The County doesn't get nearly enough. The need is great, this is the most expensive place to live therefore the veterans need more.

Ms. Seaton recalls amounts they have previously approved. She recalls amounts close to \$1,500. Ms. Sanchez thinks the average was about \$1,800.

It was decided to keep the cap at \$2,000.00. Chair Calvert states they can set that as the cap and if she needs more she can come to the Board.

Mr. Dettleback states the navigator is really helping people, how do they leverage this to let partners know. They need to use Social Media.

Ms. Seaton states they will need to be sensitive to privacy.

Ms. Sanchez agrees, it is similar to the Empty Stocking Fund.

Mr. Dettleback states they can identify the work and not the person.

Chair Calvert states they are taking off the restriction and setting the cap at \$2,000.00 and the Emergency Fund Committee can set up a meeting.

Ms. Sanchez explained what is required of the Subcommittee and the steps taken when a request comes in. A packet comes in and staff redacts the private information before it is sent to the committee.

Chair Calvert would like to know if they have contacted any other organizations.

Ms. Sanchez states they can connect them to the Navigator and then she can prepare the packet.

It was decided that Ms. Seaton, Mr. Williams, Mr. Palomino and as a backup Ms. Mabel will be on the Committee.

iii. Community Events & Communication

a.) Update: Wreaths Across America

Ms. Cale heard it went well.

b.) Update: Upcoming events

Chair Calvert states the Veterans Day at the Legislature will be will be January 25, 2020. The presentation will be at noon, if anyone would like to attend.

Ms. Seaton states March 6, 2020 there is a luncheon in Albuquerque where the keynote speaker will be a DVS employee and will be given a Quilt of Valor.

Ms. Sanchez is looking for a volunteer for the event for the Site Santa Fe event that Ms. LeFrak was speaking about at the last meeting. Ms. Mabel will pass on the information.

Ms. Mabel saw through the event management tool at LANL, there is an event on January 31st at the Roundhouse for recruitment for job transition. She will pass along info.

iv. Education/Employment/Entrepreneurship

None.

6. OLD BUSINESS

a. Update: Proposed amendment to Resolution No. 2015-18

Chair Calvert will follow up with the sponsor of the Resolution.

Mr. Dettleback mentioned the Legacy Project that is coming to Santa Fe. They will tell the story of those buried in the cemeteries. He will be running the project at the College who will disburse the fund. The students will do the research on those buried and write stories. He will send a packet with more information. The SF New Mexican will be a partner.

Chair Calvert asked how they will find the stories of those to be told. Mr. Dettleback stated they have a system and a database that goes back to the civil war times. Ms. Van Bibber will work on it and the students will be paid.

b. Update: Emergency fund process

Covered that above.

Ms. Sanchez states there are now more organizations involved for the flex fund. The complication is where they are served. They aren't sure how the funding will be dispersed. She suggests they enter into an MOU with the Alliance. Ms. Sanchez states it could be a flex fund for the Navigator.

Ms. Seaton asked if the donations from the tax fund was put in. Ms. Sanchez stated not yet, Finance is working on it. They can place it in the Alliance fund.

Ms. Mabel suggests if they as a board are good stewards, if they are tapping into it they should make it clear that it is used for veteran's needs.

Chair Calvert thinks it will take a while to get rolling.

Ms. Sanchez states they can be veteran specific and inclusive. To have it housed at the Santa Fe Community Foundation is beneficial because they have more donors.

7. COMMENTS FROM CHAIR AND ADVISORY MEMBERS

Ms. Seaton asked how staff will divide their maternity leave. Ms. Cale will be gone April 1st and return after Memorial day. Ms. Sanchez will be gone the end of June and return after July.

8. REPORT FROM STAFF

None.

9. ADJOURN

With all business conducted, the Veteran's Advisory Board adjourned at 6:21 p.m.

SIGNATURES

Chris Calvert, CHAIR



Linda Vigil, Stenographer