

STATE OF INDIANA

DEPARTMENT OF VETERANS AFFAIRS
302 WEST WASHINGTON STREET
ROOM E120
INDIANAPOLIS, INDIANA 46204-2738



Eric J. Holcomb, Governor
Dennis Wimer, Director

Indiana Veterans Affairs Commission
Friday, April 5th, 2019 1:00 PM
South Bend, Indiana

Commission Meeting Minutes

General Information and Reviews:

Pledge of Allegiance: Pam Schweizer-Betz – CVSO Marshall County

Roll Call:

- **Present for meeting:** Greg Baker, Richard Caldwell, Jay Kendall, Dennis Wimer, Kevin Coley, Rep Karlee Macer, Rep Dennis Zent, Greg Ballard
- **Absent:** Chairman Steuterman, Ken Hylton, CSM Jim Gordon, Sen Niezgodski, Sen Tomes
- Verified Quorum

Election of Chairman Pro Tem:

- Elect a chairman pro tem in the absence of Chairman Steuterman. Greg Baker makes the motion to nominate Greg Ballard. Jay Kendall seconds. Motion passes. Mr. Ballard is elected Chairman pro tem.
- Motion to pass minutes. Jay Kendall makes motion to approve, second by Richard Caldwell. Minutes approved.

Open Door Law Discussion: Mr. Luke Britt was to review the Open Door Law. Due to problems with the media feed he could not be heard. He will be brought in at a future meeting to review the Open Door Law.

Old Business:

Director Wimer, Military Family Relief Fund update:

- Discussed the History, Funding, Legislation and Standard Operating Procedures of the MFRF.
- Appeals Process
 - Commission discussed future appeals process including process to exempt the Commission and Department from Administrative Orders and Protections Act (AOPA) IC 4-21.5. Future appeals processed will be reviewed at the July 12 meeting

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- Commission reviewed declaration to approve an AOPA process to be implemented through the July 12 meeting. Kevin Coley makes motion to approve with date change from June 12 to July 12 second Greg Baker motion passed unanimous.

New Business:

Policy Review: The Department submitted four policies for review by the commission. Director Wimer highlighted the process for policy review and approval:

1. Policy will be written by the department
 2. Policy will be initially vetted by internal and external subject matter experts and affected parties
 3. Policy will be submitted to Commission as pre-read for review.
 4. Policy will be submitted at the subsequent Commission meeting for final approval after additional vetting with interested parties.
- Policies submitted to Commission:
 1. **IVAC Electronic Communications Policy:** The Indiana Veterans' Affairs Commission (the "Commission") Electronic Meetings Policy (the "Policy") is intended to comply with all relevant law and provide the framework for participation in and the conduct of public meetings where means of electronic communication are used by members of the Commission not physically in attendance.
 2. **Evaluation of Time in Service for MFRF Policy:** To establish the process of evaluating the time in service of an active duty, National Guard, or reserve service member for eligibility for use of the Military Family Relief Fund.
 3. **Customer Service Policy:** To provide the IDVA staff with uniform and appropriate customer service procedures for customers that contact or visit our agency.
 4. **State Benefit Application Process Policy:** To provide standardized guidance on the process of receiving, and completing state veteran benefit applications.

Public Comment:

No Public Comments

Department Reports:

Director Wimer, IDVA Status update:

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- Transparency is one of the key things. Government is best done in the public forum. It is the people's money and therefore we have an added responsibility on how we engage in decisions about this money.
- Communicated with the Department a new organization structure. The team is working on their job descriptions and Director Wimer is coordinating with SPD on next steps.

Mr. Aichele, legislative update:

- Reviewed status of current legislation affecting veterans

Mr. Vincent, division reports:

- All division reports were sent ahead as pre-reads before today's meeting.
- No additional questions

Chairman Pro Tem - Greg Ballard:

- Motion to adjourn. Dennis Wimer makes motion, Jay Kendall second
- Meeting is adjourned at 2:27

Erika C Steuterman

Erika Steuterman, Maj Gen, USAF (Ret)
Chairman

12 Jul 19
Date

Dennis Wimer

Dennis Wimer, Director
IDVA

12 July 2019
Date

Ken Hylton

Ken Hylton, American Legion

12 Jul 2019
Date

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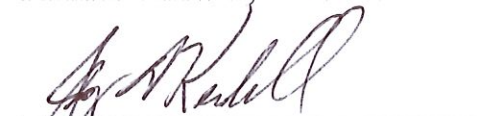
Eric J. Holcomb, Governor
Dennis Wimer, Director


Greg Baker, VFW


7/12/2019
Date


Richard Caldwell, AMVETS

12 JUL 2019
Date


Jay Kendall, CVSO Representative

12 July 19
Date


CSM James Gordon, INNG

12 JUL 19
Date


Kevin Coley, DAV

7-12-2019
Date

Mr. Greg Ballard, Member

Date