Geauga County Veterans Service Commission

July 7, 2026, 3:00 p.m.

12611 Ravenwood DR, Conference Room B200, Chardon, Ohio 44024

Call to order:	President – John Riha
Pledge of Allegiance:	Vice President – William Smith
Previous minutes:	Secretary – Kyle Petersen
	Commissioner Charles Boehnlein
	Commissioner Joel Ovanic
	Director/CVSO Michele Pemberton
	Assistant Director/CVSO Randy McVicker
	CVSO Stacie Malone
	Admin Janice Brockway

CORRESPONDENCE:

Monthly claims & office report
July 6th Home Depot outreach 11-3
July 24thOSACVSO training **Michele & Randy**
July 24th-26th OSACVSC training – all VSC
Aug 11th Burton American Legion outreach - **Michele**
Aug 15th Lake Co VA CBOC 2026 VETFEST 11-2 (ALL VSOs)
Sep 4th Veterans Day at Geauga Co Fair – 8-4 (**ALL VSO &VSC**)
Sep 7th Labor Day – Office Closed
Sep 8-11th VSO Fall Training **Randy**
Sep 12th Geauga Sport Fest (**ALL VSO & VSC**) Great Lakes Outdoors
Oct 22nd Bainbridge Senior Center - VA In-home care **Michele**
Nov 6th Chardon Senior Center – VA In-home care **Michele**
Nov 11th Veterans Day - Office Closed

NEW BUSINESS:

1. **Susan Mullet and guests will again be requesting a paver for ROBERT SCHEIDEL. He is on the County Veterans Memorial, on a memorial in Newbury, and on the Canton, CT, KIA memorial. She is requesting a paver to be placed at the memorial.**

2. Commissioner Petersen requests May 2026 meeting notes be amended as follows: "While the Servicemember entered active duty in Wood County, he attended Burton High School and was a Geauga County resident for many years. Additionally, the family requesting this recognition is a current resident of Geauga County. "

3. Director Pemberton, in partnership with the Board of County Commissioners, is working to create the "*Geauga County Veterans in Public Service Program.*" This will recognize those county employees who have honorably served in the military and continue to serve Geauga County residents.

- Our office will create the laminated 8"x11" signs with a photo (military or civilian), name, branch, and department.

- Once finalized with the BoCC, we will determine where they will be hung in November each year.

4. Review ORC 5901.03, Organization and duties of the Commission, and the essential duties and responsibilities of the Director of Veterans Services.

5. Director Pemberton submitted a formal complaint against Commissioner Kyle Petersen for the following reasons:

- **Continued micromanagement of day-to-day operations**
- **Undermining professional judgement as a female Director**
- **Pre-disciplinary due process violation**
- **Hostile and adversarial work environment**

6. Commissioners determine who will be attending the luncheon during the July Conference. The menu is below

PASTA BAR

Garden Salad	Penne with Marinara	Penne with Alfredo
Grilled Chicken	Garlic Bread	Cookies
Fountain Drink		

PAY BILLS:

DEX Imaging	$97.97	Copier
Sunrise Springs	$11.00	Water for Office
Geauga Credit Union	$316.18	Gas – Transports
KT's Custom Logos	$60.00	Clothing for Driver - Covell
Township of Montville	$100.00	Memorial Day Reimbursement
LBL Lithographs	$149.26	Benefits – Brochures (NEW Design)
Township of Chester	$100.00	Memorial Day Reimbursement
Preston Ford	$1,226.12	Front Brake Pads & Rotors, Oil Change & Tire Rotation
Township of Claridon	$100.00	Memorial Day Reimbursement
Township of Claridon	$1,250.00	Memorial Engraved Names
OSACVSO	$100.00	2026 Summer Seminar (Pemberton & McVicker)
Amazon	$76.37	Various Office Supplies

Old business: Nothing at this time.

Executive Session: Nothing at this time.

FA Applicants: **Joseph Billy and Jim Wilcox**