Geauga County Veterans Service Commission

August 4, 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
Aug 11th Burton American Legion outreach - Michele
Aug 15th Lake Co VA CBOC 2026 VETFEST 11-2 (Randy)
Aug 22nd Ravenna VA CBOC VETFEST 11-2 (Stacie & Michele)
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 5 – YMCA event - (Stacie)
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. To approve the cost of $1,900.00 to have the WWI memorial plaque remade.
2. To discuss and approve hiring another part-time **Driver.** Doug will remain on staff to assist if we run into situations but is no longer working every week as of July 31, 2026.
3. To discuss the creation of a **CVSO/Outreach & Media Relations position**.

4. H.B 297 was passed ***O.R.C 307.66 Memorial Day Appropriations*.** This increases the Memorial Day reimbursements to Service Organizations from $500.00 to $ 1,000.00 and to Townships from $100.00 to $200.00. Director Pemberton has taken appropriate actions to increase the Memorial Day account for 2027.
5. Commissioner Smith and Commissioner Boehnlein accompanied Director Pemberton to the BoCC meeting on July 21st to present the **Geauga Co Veterans In Public Service program.**
6. Department on Aging is requesting assistance with the **Geauga Senior Veterans Luncheon**. It will be held again at Sister of Notre Dame. They have requested $3000.00.
7. Notarized affidavit from Jeffrey Scheidel received July 22, 2026. Jan will maintain all documents about Robert Scheidel.
8. Requesting approval to order signs for the Geauga County Veterans in Public Service program. They are 8.5" x11" corrugated plastic, full-color, one-sided, indoor displayed signs approximately a quantity of 100. Cost is $3.50 per sign at a total of $350.00.

PAY BILLS:

DEX Imaging	$112.10	Copier
Sunrise Springs	$33.45	Water for Office
Geauga Credit Union	$352.13	Gas – Transports
American Legion #663	$500.00	Memorial Day
Township of Hambden	$100.00	Memorial Day
Pemberton reimbursement	$262.18	2026 Summer Training
McVicker reimbursement	$29.18	2026 Summer training
Boehnlein reimbursement	$285.26	2026 Summer training
Smith reimbursement	$258.40	2026 Summer training
Ovanic reimbursement	$287.36	2026 Summer training
Riha reimbursement	$333.32	2026 Summer training
OSACVSO	$375.00	2026 Commissioners Dues

Old business: Nothing at this time.

Executive Session: Nothing at this time.

FA Applicants: No one at this time.