



## **LIVINGSTON COUNTY VETERAN COMMITTEE AGENDA**

December 15, 2021, 6:00 p.m.

Veteran Services Office

1420 Lawson Drive, Howell, MI 48843

*Zoom is available for one way communication only.*

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**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. CONSENT AGENDA**

*(Agenda, Minutes, Bills and other voted topics that are deemed house keeping)*

**4.1. November 24, 2021 Meeting Minutes**

**5. CALL TO THE PUBLIC**

**6. APPLICATIONS FOR RELIEF**

**6.1. 21-114**

**6.2. 21-137**

**7. BUSINESS**

**7.1. Increase Spending Limits**

Motion to approve an increase in spending limits to: Director level \$3,000 and Counselor level \$1,500.

**7.2. CVSF Program Enhancement**

Motion to accept CVSF Program Enhancement to be utilized as a promotional item that offers free 2021 tax preparation with every VA benefits screen. Promo will be on a first come first serve basis up to the amount granted.

**7.3. Full Time Office Assistant**

Motion to approve the hiring of a full time Office Assistant.

**7.4. Committee Computers**

Motion to approve 4 laptops for a total of \$7,247.40 for official use for Veteran Service Committee Members.

**7.5. Marketing Position**

Discuss full or part time temporary marketing position.

**7.6. Review Director Job Description**

Current Job description is attached. Will be reviewing it and proposing updates in a few months.

**7.7. 2022 Meetings Schedule**

Discussion

**8. DIRECTOR REPORT**

Monthly report attached.

**9. COMMITTEE DISCUSSION**

**10. ADJOURNMENT**