Jim Hoessle
President

Curt Schwehm
Commissioner

Phillip Grassa
Vice President

Mark Roberts
Secretary

John Lawrence
Commissioner

Medina County Veterans Service Commission
210 Northland Drive, Medina, Ohio 44256 | Phone: (330) 722-9368
E-mail: veterans@medinacountyveterans.org | Website: www.medinacoutyveterans.org

December 11, 2025

Minutes for the Medina County Veterans Service Commission Meeting December 10, 2025

The meeting was called to order at 4:00 p.m. by the President, Mr. Hoessle, who called for the Pledge of Allegiance. Mr. Grassa, Mr. Schwehm, Mr. Lawrence, and Mr. Roberts were present.

The minutes from the November 13, 2025 regular meeting were read. Mr. Schwehm moved, and Mr. Lawrence seconded the motion to accept the minutes as read, with corrections made. Motion passed.

At 4:24 p.m., Mr. Grassa moved, and Mr. Roberts seconded a motion to enter executive session to discuss confidential personnel matters and financial assistance for applicants. Motion carried.

Mr. Grassa Yes
Mr. Roberts Yes
Mr. Lawrence Yes
Mr. Schwehm Yes

At 5:11 p.m., executive session ended.

Appeals presented to the Commission:

Name	Present	Granted	Resolution #
1. Duncan, Jeremy	Yes	Yes	119-12-25
2. Brewer, Joshua	Yes	Yes	120-12-25
3. Lambert, Mitchell	Yes	No	
4. Gerber, Ashley	Yes	Yes	121-12-25

Operational bills were presented to the Commissioners in the amount of $13,084.64. Mr. Grassa moved, and Mr. Lawrence seconded the motion to accept and pay the bills as presented; motion carried. *(Resolution #113-12-25)*

Demand operational bills paid prior to the board meeting in the amount of $3,162.38 were reviewed by the Commissioners. Mr. Schwehm moved, and Mr. Lawrence seconded the motion to accept the paid bills as presented; motion carried. *(Resolution #114-12-25)*

Financial assistance investigations were conducted, and financial assistance was granted. There was a total of 32 cases. Mr. Schwehm moved, and Mr. Lawrence seconded the motion to accept cases, pay bills, and process cash grants totaling $18,195.65; motion carried. *(Resolution #115-12-25)*

Demand financial assistance paid prior to the board meeting in the amount of $25,113.85 were reviewed by the Commissioners. Mr. Lawrence moved, and Mr. Grassa seconded the motion to accept the paid emergency assistance as presented; motion carried. *(Resolution #116-12-25)*

Procurement card invoice paid prior to the board meeting in the amount of $91.54 was presented to the board. Mr. Roberts moved, and Mr. Grassa seconded the motion to accept the paid procurement card invoice as presented; motion carried. *(Resolution #117-12-25)*

Meijer food cards totaling $300.00 were given to financial assistance applicants prior to the board meeting. Mr. Grassa moved, and Mr. Roberts seconded the motion to approve food card total as presented; motion carried. *(Resolution #118-12-25)*

RESOLUTIONS:

A motion was made by Mr. Lawrence and seconded by Mr. Grassa to approve the 2026 Medina County Public Transit contract. Motion passed. *(Resolution #122-12-25)*

Mr. Schwehm moved, and Mr. Grassa seconded the motion to approve a 4% COLA increase for all employees beginning January 1, 2026. Motion passed. *(Resolution #123-12-25)*

A motion was made by Mr. Roberts and seconded by Mr. Grassa for a 6% increase in pay for M. Phillipp for his 5-year anniversary on December 15, 2026. Motion passed. *(Resolution #124-12-25)*

Mr. Grassa moved and Mr. Lawrence seconded the motion to list a job posting for a Deputy Director/Service Officer in 2026. Motion carried. *(Resolution #125-12-25)*

SERVICE OFFICER'S REPORT

Client data for the month of November 2025:

- 17 new applicants for financial assistance and 15 old cases for a total of 32 cases
- 0 ineligible financial assistance applications
- 83 Compensation and Pension claims filed with the Department of Veterans Affairs (VA)
- 197 appointments
- 66 van riders
- 5 Homeless report

MCVSO, NACVSO, OSACVSO & OSACVSC

Future Trainings and Funding:

CVSO:

March 6, 2026 - Winter Quarterly – E. Zackery, M. Phillipp, D. Sampson

Online training: Nepotism, Recognizing Impairment in the Workplace, The Ohio Ethics Law: Searching for Ethics

CVSC:
Online training: Nepotism, communicating in a Crisis, Recognizing Impairment in the Workplace, The Ohio Ethics Law: Searching for Ethics

EVENTS

Past:

- November 19, 2025 – Brunswick Chamber Veteran Day Lunch – M. Phillipp, J. Kaiser
- December 4, 2025 – Food Distribution, Lodi – M. Phillipp, J. Kaiser
- December 6, 2025 – Tank the Truck & Toys for Tots drop off @ MCVSO

Future:

- December 11, 2025 – Food Distribution – Brunswick – E. Zackery, J. Kaiser
- December 16, 2025 – MCVSO Food Giveaway
- December 17, 2025 – Food Distribution – Wadsworth – E. Zackery, J. Kaiser
- December 18, 2025 – Food Distribution – Medina – E. Zackery, J. Kaiser

Programs:

- Unleashed Creativity (Art class)
- Guitars for Vets
- Reflexology – 2nd session starting
- Coffee with CVSO
- VA Outreach nurses weekly
- VA Mental Health group sessions (2 times a month)
- Forever Amber Acres

TRAVEL

- None

COMMISSIONERS ACTIVITY REPORT

American Legion Representative (Mr. Grassa): VSO: Monthly meeting, meeting on email, Tank the Truck. American Legion: Monthly meeting, all month service officer, flag manager, various calls, meeting, working with veterans and public. VFW: Monthly meeting, all month post surgeon. Veterans Hall: Monthly meeting, board member, hall sign maintenance.
AMVETS Representative (Mr. Roberts): VSO: Monthly meeting, OSACVSC Fall conference. AMVETS: Monthly meeting, Veterans hall open house.
Vietnam Veterans of America (VVA) Representative (Mr. Lawrence): VSO: Monthly meeting, OSACVSC Fall Conference. VVA #385: Monthly meeting, flag handout at Buehlers. VFW #5137: Monthly meeting, Honor Guard, event planning meeting, Carlson Funeral Home, Waite's Funeral Home, Veteran's Day dinner, Veteran's Day events, Patriot pin essay reviews, bus tour of VFW posts. DAV Post #72: Life member. American Legion #202: Annual member.
Veterans of Foreign Wars (VFW) Representative (Mr. Hoessle): American Legion Post #202: Honor guard, monthly meeting, Buckeye Boys State trustee. VFW Post #5137: Honor Guard, Service Officer, building and grounds maintenance, monthly meeting, monitor community service individuals, monitor donations to VFW for veterans, receive deliveries. VVA: Life member. Valor Court: Mentor, meetings. VSO: Monthly meeting, Tank the Truck.

Disabled American Veterans (DAV) Representative (Mr. Schwehm): DAV: Monthly meeting. VSO: Monthly meeting, OSACVSC Fall Conference, Tank the Truck, Toys for Tots, Northern Medina Co. Chamber Alliance veteran dinner.

CORRESPONDENCE

- Thank you cards from clients, flowers from clients.
- 5 gift cards from anonymous donor

OLD BUSINESS

- Ordered 6 more bags of rocks for areas in front of building
- Strategic Plan for MCVSO scheduled for January

NEW BUSINESS:

- Salary study will be done for office employees
- Gave Mayor Hanwell a certificate of appreciation for all he has done for veterans during his tenure
- Discussed using our vans for Wreaths Across America
- New CBOC being built in Medina County
- Discussed property tax and how it could affect our office if it ended
- Having issues with Xerox, may have county take over our account

CLOSING

- Time sheets were checked and verified.
- The next regular meeting will be Wednesday, January 14, 2026, at 4:00 p.m.
- At 5:44 p.m. there was no further business to come before the board. Mr. Schwehm moved, and Mr. Grassa seconded a motion to adjourn; motion carried.

PRESIDENT _____

SECRETARY _____

CLERK Sue Boggs

DATE 1/14/2026