

**Minutes of
SPECIAL MEETING OF
EXECUTIVE BOARD
OF THE VETERANS ASSISTANCE COMMISSION
Called by Chairman John Fulton**

**FOR
January 4, 2018**

TIME: 6:00 P.M.

1. Call to Order
2. Opening Ceremony – Pledge of Allegiance
3. Roll call of Officers

Present: John Fulton, Chairman, Bill Weiss, Bruce Wood, Mike Peeken, Rich Kuyper, Stanley Olenjack, John Surprenant, & Ken Brooks

4. Motion to Enter Executive Closed Session As Per 5ILCS120/2(CH. 102, par. 42)

Motion to go into Closed Executive Session was made by Ken Brooks, 2nd by Donald Anderson.
Motion Carried.

5. Exec. Closed Session:

- a. ((Superintendent role/responsibility/expectation))

Review of training and needs to be met by the new Superintendent were discussed. Karen Smietanski, Asst. Superintendent, asked the Board for direction and needs they want to see met. It was asked to have a 30 day review with a Counseling Statement/Training Plan put together by their input. As discussed the plan will be put together by John and Karen for 30 day plan and reviewed and signed by Superintendent.

- b. ((Best practices in hiring))

John as board chair asked for volunteers to review/establish Hiring Standards and Procedures. This will be referred to in the by-laws as a standard for any and all hiring for the VACKC staff. The Committee is Ken Brooks, Stanley Olenjack, Mike Peeken, Bruce Wood. Since the by-laws are being affected by this change, John also asked for volunteers for review of the by-laws. The Committee is Ken Brooks, Stanley Olenjack, Bruce Wood, and Donald Anderson

- c. ((FOIA))

A review of the three FOIA request and County Board and County Executive Board meetings took place. The VACKC Executive Board was informed that we may have visitors for Public Comment in regards to the FOIA's and that their time for public comment is their time. No one should interrupt or comment back.

6. Motion to Exit Executive Closed Session

Motion to come out of Executive Session was made by Mike Peeken, 2nd by Rich Kuyper. Motion Carried.

7. Motion to adjourn

A motion to adjourn was made by Ken Brooks, 2nd by Mike Peeken. With no further discussion, motion to adjourn carried.