Lansing Veterans Commission  
*Meeting Minutes*  
24 Apr 19

I. **Call to order**

Mark Alley (Chair) - called to order the regular meeting of the Lansing Veterans Commission at 10:00 a.m. on 24 Apr 19 at 9th Floor, Lansing City Hall.

II. **Roll call**

The Following Commission Members were present:

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<tr>
<th>Mark Alley – Chair</th>
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<th>Michael Stone</th>
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<tr>
<td>P.J. Anderson</td>
<td>x</td>
<td>Mark Sutton – Treasurer</td>
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<td>Natrenah Blackstock – Vice Chair</td>
<td>x</td>
<td>Chris Taylor</td>
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<td>Anna Casey</td>
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<td>Daniel Hude – Secretary</td>
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<td>Martha Fujita – Mayor’s Office Liaison</td>
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<td>Tim Salisbury</td>
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<td>Daryl Green – LPD Liaison</td>
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<td>Alfreda Schmidt</td>
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<td>Krishna Singh - LFD Liaison</td>
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**Guests:** The following guests were present for at least a portion of the meeting  
Andy Schor – Mayor of Lansing  
Marilyn Plummer – Mayor’s Outreach Coordinator/Boards & Commissions  
Mark Lawrence – Mayor’s Citizen Advocate

III. **Approval of minutes from last meeting**

First Meeting of Lansing Veterans Commission – No prior minutes to be read/approved

IV. **Open issues**

   a) None - First Meeting
V. New business

a) Introductions –
- Copy of the Mayor’s Lansing Veterans Commission Charter provided to the Commission Members
- Group Picture taken of the Commission Members
- Marilyn Plummer and Mark Lawrence each introduced themselves to the Commission and gave a brief explanation of their roles within the Mayor’s Office.
  - Ms. Plummer explained that the Commission has a website, which will be available for the use of Commission
  - Mr. Lawrence asked for input from the Commission Members regarding what services may be available for local veterans that call the Mayor’s office requesting help.
- Mayor Schore formally introduced himself to the Commission and gave a brief overview of what he considered some of the precipitating reasons for creating the Commission and general expectations for the Commission.
- The individual members of the Commission briefly introduced themselves to the other members of the Commission.

b) Welcome/Commission Goals and Objectives
- Mayor Schore desires that the Commission explore precisely what are the needs of the Lansing veteran community and what opportunities are there for addressing those needs.

c) Vet Comm Charter – Brief overview of the Commission Charter was given by M. Fujita specifically addressing:
- That the Commission could grow to as many as 13 members
- In addition to any monthly meetings, there shall be an annual meeting (tentatively to be held in mid-May), at which the Commission shall provide an annual report of actions taken in the prior year and describe plans for the future.
- That one focus of the Commission is to develop/maintain quantifiable metrics by which veterans’ issues can be described and tracked.

Commented [AM1]: For some reason I thought it was March, but it could be May. Just checking to clarify
- M. Alley indicated to Commission that the majority of the work to be done by the Commission will occur outside of monthly meetings and will be driven in each of the various Sub-Teams.

d) Sub Team Chair Assignments – The following Sub-Team Chairs were established and appointed or suggested

- **Events Chair** – Chris Taylor (accepted position)
- **Veteran Families Chair** – Anna Casey nominated (considering position)
- **Military and Veteran Issues/Metrics Chair** (positions combined at initial meeting) – Mark Sutton (accepted position with assistance from M. Stone)
- **Fundraising Chair** – M. Alley (accepted position)

Individual commission members encouraged to reach out to Sub-Team Chairs to assist in Sub-Team Activities.

e) Memorial Day attendance (Flyer) / Veterans Day Event at WMU TMCLS

- **MEMORIAL DAY**
- Flyers for Memorial Day event distributed to each Commission Member for distribution
- Commission Members encouraged to attend Memorial Day Event
- Brief discussion on potential ways to increase attendance at event

- **VETERANS DAY**
- WMU-TMCLS offering space for event – (1st Floor of building)

f) Vet Comm Meeting Dates/Schedule for 2019

- Majority of Commission Members voted that the Commission’s regular ongoing monthly meetings will be held on the 9th Floor of Lansing City Hall at 11:00 am on the third Friday of each month thereafter.

- Although in-person attendance at each monthly meeting is strongly encouraged, a call-in number will be made available.

- It was noted that, per the terms of the Commission Charter, 3 consecutive unexcused absences from monthly meetings by any Commission Member will result in automatic removal from the Commission
g) Open Discussion

Mark Sutton – Treasurer – noted that prior to the first meeting of the Commission Chair M. Alley authorized certain expenditures related to Lansing’s Memorial Day Ceremony. The expenditures were for logistical costs such as promotional costs, restroom facilities, and other expenses related to the Memorial Day Ceremony.

Motion was made by M. Sutton to authorize expenditure of $986.48 for expenses related to Lansing’s Memorial Day Ceremony.

Motion was seconded by M. Stone

Vote was taken by Commission and Motion carried.

Following approval of the expenditure, M. Sutton reported to the commission that the Commission’s operating fund equaled $7,745.21, prior to the approval of the $986.48 expenditure for the Memorial Day Ceremony.

Anna Casey – Informed Commission that the Family Freedom Festival, previously scheduled to be held on May 18th by the VFW Auxiliary Post #701 (123 N. Rosemary Street, Lansing, Michigan) has been cancelled.

P. Anderson – Informed Commission and wished to have it indicated in the minutes that on 10th of November there would be a Transgender Service of Remembrance and that the group was attempting to obtain the husband of the mayor of South Bend to be a speaker.

VI. Adjournment

Mark Alley (Chair) - adjourned the meeting at 11:02 am.

Minutes submitted by: Daniel J. Hude - Secretary

Minutes approved by: ___________________________