



Vietnam Veterans of America

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A Not-For-Profit Veterans Service Organization Chartered by the United States Congress

**Vietnam Veterans of America
National Board of Directors Meeting
January 8, 2016
Approved by Board**

President John Rowan called to order the meeting of Vietnam Veterans of America National Board of Directors on Friday January 8, 2016, at 9:09 am, at the Double Tree by Hilton in Silver Spring, MD. National Treasurer Wayne Reynolds delivered the opening prayer which was followed by a moment of silence and the Pledge of Allegiance.

The National Secretary conducted the roll call of the National Board of Directors. Present were:

| | | |
|-----------------------------|--------------------|----------------|
| John Rowan, President | Kathy Keiser * | Dick Southern |
| Marsha Four, Vice President | Joe Kristek | Dan Stenvold |
| Bill Meeks, Secretary | Sara McVicker | Kerwin Stone |
| Wayne Reynolds, Treasurer | John Miner | Craig Tonjes |
| Dennis Andras | Charlie Montgomery | Sandie Wilson |
| Dottie Barickman | Ron Morgan | Ted Wilkinson |
| Richard DeLong | Felix Peterson | Jerry Yamamoto |
| Mike Demske | Dave Simmons | |

** AVVA Vice-President is a non-voting member of the National Board of Directors*

Also present: Joseph A. Sternburg, CFO & Dan Jackson.

Excused: Tom Burke, Charlie Hobbs & Sharon Hobbs

Preapproved Business

Affidavit of John Rowan, National President, Vietnam Veterans of America, Inc.

John Rowan, being duly sworn, deposes and says:

1. I am the National President of Vietnam Veterans of America, Inc. (VVA). The purpose of this affidavit is to comply with the requirements of Article I, Section 4.G. of the VVA Constitution which authorizes VVA's President to submit a question to the VVA Board of Directors for a vote in between Board meetings when he determines that the matter requires the Board's immediate attention.

2. On December 2, 2015, the National Board of Directors was presented with a motion that was seconded by the National Secretary, Bill Meeks, Jr., seeking Board ratification on the following motion regarding Next Generation (NextGen) Fundraising as the direct mail vendor. The Board of Directors was asked to submit their vote no later than 7 am on December 4, 2015. The motion is as follow:

Motion 1: To approve Next Generation (NextGen) Fundraising to replace Mansfield Assoc. as our Direct Mail vendor effective 3-1-16. Passed.

3. On December 4, 2015, the National Secretary notified me that the vote of each Board member who voted on the motion was as follows:

| <u>Board Member</u> | <u>Motion #1</u> |
|----------------------------|-------------------------|
| John Rowan | No Vote |
| Marsha Four | Y |
| Bill Meeks, Jr. | Y |
| Wayne Reynolds | Y |
| Dennis Andras | Y |
| Dottie Barickman | Y |
| Thomas Burke | Y |
| Richard DeLong | Y |
| Michael Demske | Y |
| Charlie Hobbs | Y |
| Joe Kristek | Y |
| Sara McVicker | Y |
| John Miner | Y |
| Charlie Montgomery, Jr. | Y |
| Ron Morgan | NR |
| Felix "Pete" Peterson, Jr. | Y |
| Dave Simmons | Y |
| Dick Southern | Y |
| Dan Stenvold | Y |
| Kerwin Stone | Y |
| Craig Tonjes | Y |
| Ted Wilkinson | Y |
| Sandie Wilson | Y |
| Jerry Yamamoto | Y |

| <u>Results</u> | |
|-----------------------|----|
| Yes | 22 |
| No | 0 |
| Abstention | 0 |
| Non Vote | 1 |

| | |
|-------------|---|
| No Response | 1 |
|-------------|---|

4. As required by Article I, Section 4.G. of the VVA Constitution, I am filing this Affidavit with the National Secretary within seven (7) days of the Board's vote on the motions.



 John Rowan

Preliminary Business

Secretary Meeks submitted a motion to accept the tentative agenda.

Motion 2

**To accept the BOD meeting tentative agenda.
 Without objection motion passed.**

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Secretary Meeks submitted the following motions:

Motion 3

**To accept the BOD meeting minutes from October 16, 2015.
 Without objection motion passed.**

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

President Rowan introduced Dan Jackson who briefly gave a little background on his experience and President Rowan made the following motion.

Motion 4

**To approve the appointment of Dan Jackson as the VVA
 Parliamentarian.**

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

National President/J. Rowan

October 26th I attended a NYC Veterans Advisory Board meeting in the Bronx, NY.

On November 4 I took part in a Sirius XM taping with the Legion's Executive Director and Paul Reikhoff from IAVA. It was played twice on Veterans Day.

November 6-7 I attended an officers meeting of the NYS Masonic War Veterans. I helped them with IRS issues with assistance from Joe Sternburg.

November 10-12 Mariann and I traveled to DC for the Veterans Day Ceremony at the White House and Arlington.

On November 16th I attended a NYC Veterans Advisory Board meeting in Queens, NY.

On the evening of December 8th I was the guest speaker at a dinner for the executive committee of the Italian America Cultural Association of Queens. I was given a donation of \$1,000 for the Veterans Health Council. In addition one of the members of the board, who is a friend of mine and recommended VVA for the donation, also gave me a personal donation of \$500 for the VHC.

December 9-10 I traveled to DC to attend a VSO briefing by the Democratic National Committee. I also attended an open house at the headquarters of the Student Veterans Association. That evening I attended one of VVA sponsored dinners for the wounded warriors recuperating at Fort Belvoir. These are always inspirational events.

On December 10th I attended a bill signing ceremony on the deck of the Intrepid in NYC. The bill established a NYC Department of Veterans Services which replaces and expands the operations of the Mayor's Office of Veterans Affairs. This was a major victory for the veterans service organizations that have been asking for this for many years. I received one of the Ceremonial pens.

December 11-13 Mariann and I attended a VVA NYSC Executive Board meeting in Saratoga, Ny.

National Vice President/M. Four

Activities for this period included the following:

- Attended the Annual New Jersey Sussex County Veterans Appreciation Parade held on November 1st, where I participated as its Grand Marshall. VVA Chapter 327 is one of the major players in this event.
- Traveled to Washington, DC for the Veterans Day events on the Mall.
- Traveled to National Office in Silver Spring in late December meeting with Tracie Houston regarding the membership department.
- Traveled to Louisville, KY representing VVA to attend the funeral of former national Board Director, Jacqui Rector.

- My participation on a conference call as a member of the National Advisory Council for the American Academy of Nursing regarding its program “*Have You Ever Served in the Military*”.
- Continue working with Tracie Houston on Membership Department
- Continue discussions on VVA POAs and possible future actions to consider.

Much of my time was spent working with and assisting Tracie Houston, Director of ITSM (Information Systems Management Department) on elements of this department and that of the Membership Department, which now falls out under her on the organizational chart.

Items we addressed included:

- Determining the current duties and responsibilities of each staff member in each department.
- Evaluating the duties as to whether they are actually a function of those departments and their positions.
- Reassigning some duties that were inappropriate to them to the departments where they should actually reside.
- Speaking with the other Department Directors regarding the reassignment of these duties to them
- Redeveloping the IT and Membership Department job and department descriptions.
- Developing a job description for the new membership department staff person, who will ultimately perform some of the duties that are now being done by the current department staff.

Lunch Meetings with Committee Chairs

In September after convention I had a memo sent to all committee chairs. It was an introduction (primarily for new chairs) and an outline of the duties and responsibilities that they had.

I have been holding these meetings on Friday of the National Board of Director meetings. This hour allows us to discuss items of interest and relay information that may affect the work of the committees. In great part the Committee Chairs set the agenda concerning items of which they are interested. Traditionally the first meeting after convention involves the review of the responsibilities of the committee chairs and an outline of what occurs over the course of the year. At the October meeting we also discussed their duty to attend the Government Affairs Committee meeting, the development of the committee budget and work that can be done between meetings (I will get them a free conference call number). In the past, with help from Sandy Miller, Chair of Homeless Veterans committee, a standardized committee meeting minute form was developed.

Prior to convention, the Resolutions Chairs discusses what they will be doing at convention and how they will address their resolutions on the floor. Prior to the budget submissions, CFO, Joe Sternburg meets with them to answer any questions they may have. At times we discuss how some of their issues cross over to other committees and how they can coordinate their work. Other topics have included: staff liaisons; interfacing with office departments; media calls; and VETERAN articles.

National Secretary/B. Meeks

January 2005 BOD Motion # 15: That the National Secretary following a national board of directors meeting send out in appropriate format, prior to each Board of Directors meeting, an interim synopsis progress report of all motions passed, to include action required, responsible party and date to be completed. All motions will be considered incomplete until the Secretary receives the documentation from the responsible party.

- There are two disciplinary cases underway at this time and both are having hearing panels scheduled in February.
- The current VVA BOD policies and motions have been delivered to the appropriate VVA committee or department.
- Working on chapters who are on VVA suspension for no reporting (financial & election).

National Treasurer/W. Reynolds

We have been meeting with Household Goods vendors as arranged by Quentin Butcher. The results of these meetings have been different vendors in some areas and clarification of what the vendors need from VVA. The program remains vibrant and Mr. Butcher continues to do an excellent job for VVA.

Veterans Day was very active and VVA maintained its presence on the Washington Mall. Charlie Hobbs continued to lead a representative group of VVA leaders in passing out literature and answering questions about VVA.

The Contracts maintained by VVA are up to date and represent the best possible business practices. Through contracts VVA is able to maximize the effectiveness of staff while using outside resources.

We have moved the filing of Financial Reports to the Finance Department and are continuing our efforts to provide training and assistance to State Councils and Chapters in filing Financial Reports. Joe Sternberg will be going to the next CSCP meeting to further this effort.

Veterans Choice has been implemented by the Veterans Administration and I have had the opportunity of taking advantage of this program. Overall the service went well but I have some suggestions to submit to the VA to improve the program.

Michael Keating continues to oversee the advertising contract for The Veteran. He and I are going to make a trip to Chicago in early February to meet with Fox and Associates who contract to sell the advertising.

Associates of Vietnam Veterans of America/ S. Hobbs

HAPPY NEW YEAR!

Since returning home from the October Board meeting, the Board has conducted business and communicated through our online conferencing platform. The minutes from the October meeting have been approved. The minutes and all Officer, Regional, and Committee reports can be read on the AVVA website. (www.avva.org). All budget proposals were due to the Finance Committee by December 1st. We worked diligently until the week before Christmas; we took two weeks off to be with our families during the holidays and the New Year.

In November, AVVA attended the ceremonies in Washington DC and worked in the Membership/Information tent. Members, Mariann Rowan and Carol Reynolds, laid the wreath at the Tomb of the Unknown Soldier; Cathy Keister and Cecilia Essenmacher laid a wreath at The Wall and at the In Memory Plaque.

AVVA participated in both Call-in days to our Congress people. We had a very positive response from our membership; everyone was eager to call and be involved.

The latest edition of our online newsletter, **UPDATES**, is posted on the AVVA website. Elayne Mackey along with the Public Relations Committee do an excellent job in gathering information and publishing our E-newsletter.

The **In Memory Plaque** Task Force continues to work with JC Cummings, design architect, and the governmental agencies in the repair of the Plaque. The Taskforce is made up of AVVA and VVA members; all dedicated to the repair and restoration of this Plaque so that it is once again an honorable tribute

In December, we donated \$1,000 to the Veterans Voice Writing Project. Diane Nicholson, AVVA Chaplain, continues to work with Father Phil in sending sympathy cards to the families of all reported deceased members of VVA and AVVA.

During the months of November and December 2015, AVVA offered life membership for \$100. The "special" was well received. Unfortunately, I don't have the totals at this writing, but will give an update at the Board meeting.

January is budget time for AVVA. Our Finance Committee is meeting to prepare the 2017 proposed budget; the budget will be presented and hopefully approved by the Board during the April meeting.

AVVA mourns the untimely death of NV State Association President, Virginia Sawchuk.

Sharon

Conference of State Council Presidents/C. Montgomery

The CSCP 2016 Annual/Winter meeting will be held in Lafayette, LA.

Veterans Benefits Program Director's Report/J. Vale

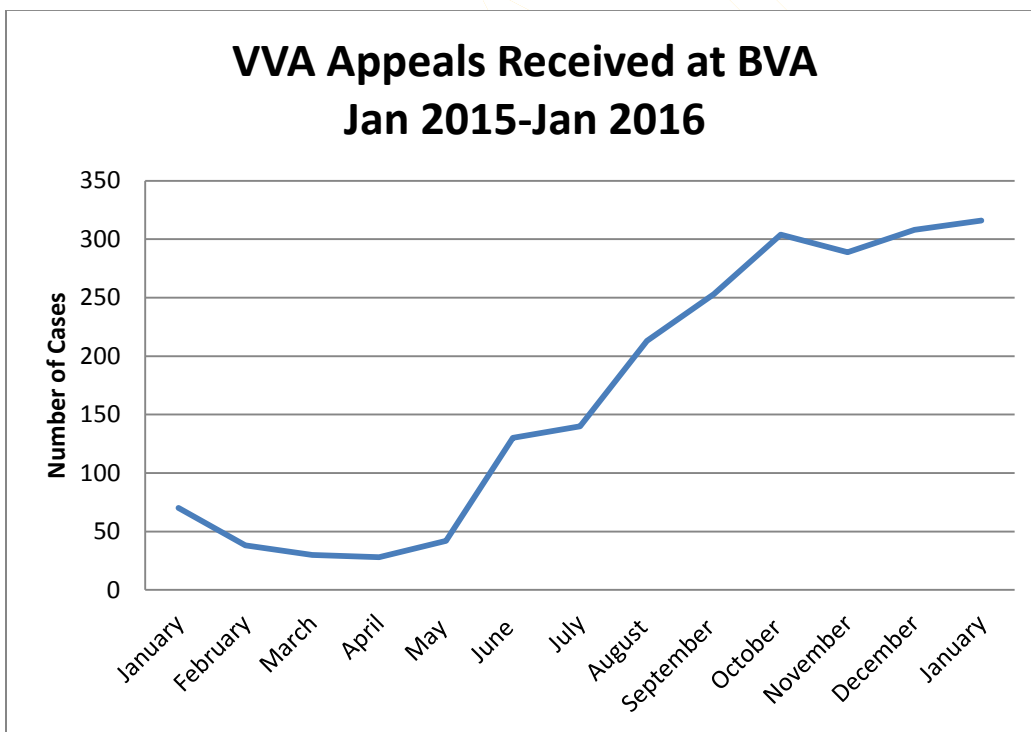
1. Appellate Advocacy Statistics
2. VVA National Claims Statistics & AMC Office Statistics
3. AMC Office Improvement Project
4. Staff Changes
5. VVA Litigation
6. Service Officer Training
7. VVA Accredited Representatives List
8. VetPro Database
9. Service Officer Suspensions/Revocations
10. VVA Grants

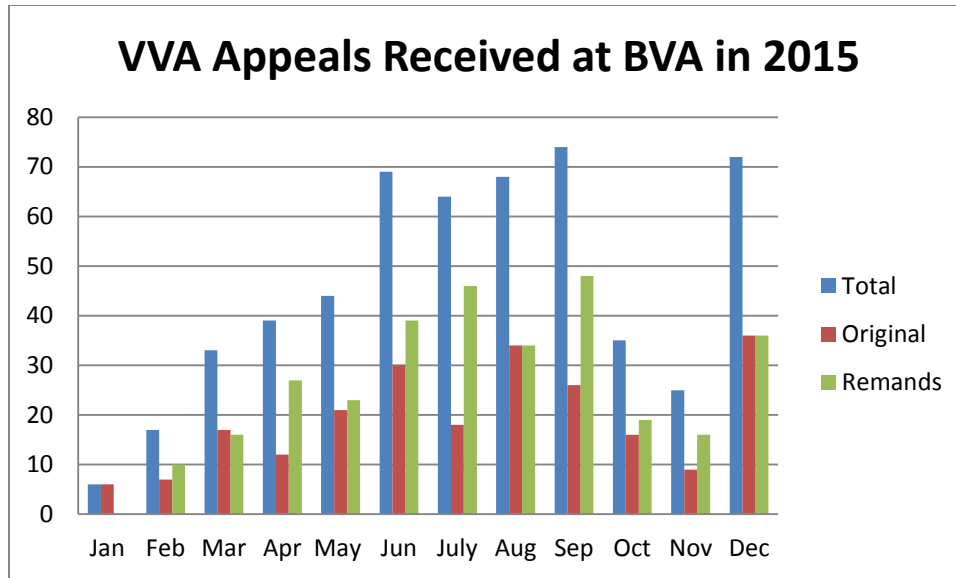
11. Site Visits – Des Moines RO & Seattle RO

1. Appellate Advocacy Statistics

Status of VVA Claims Backlog at BVA

There has been a noticeable increase in the past half year in the amount of VVA appeals received at the BVA (see charts below). This can be explained, in part, by VA's transition to VBMS and its focus on the claims backlog instead of the appeals backlog. Reports from the field and complaints from veterans indicate that there continues to be a long delay between filing an appeal and that appeal being certified to the Board. As of January 4, 2016 we have 316 cases in our inventory at the Board. From January 1, 2015 to December 31, 2015, VVA has received a total of 546 appeals at the BVA. This number should continue to rise with the impending backlog of appeals making their way to the BVA. The total pending Form 9 appeals backlog is 1,100 cases. Our increasing backlog is attributed part to an increase in cases received, but also to a high attorney turnover at our BVA office. The lack of experienced attorneys directly impacts our production.





VVA BVA Statistics

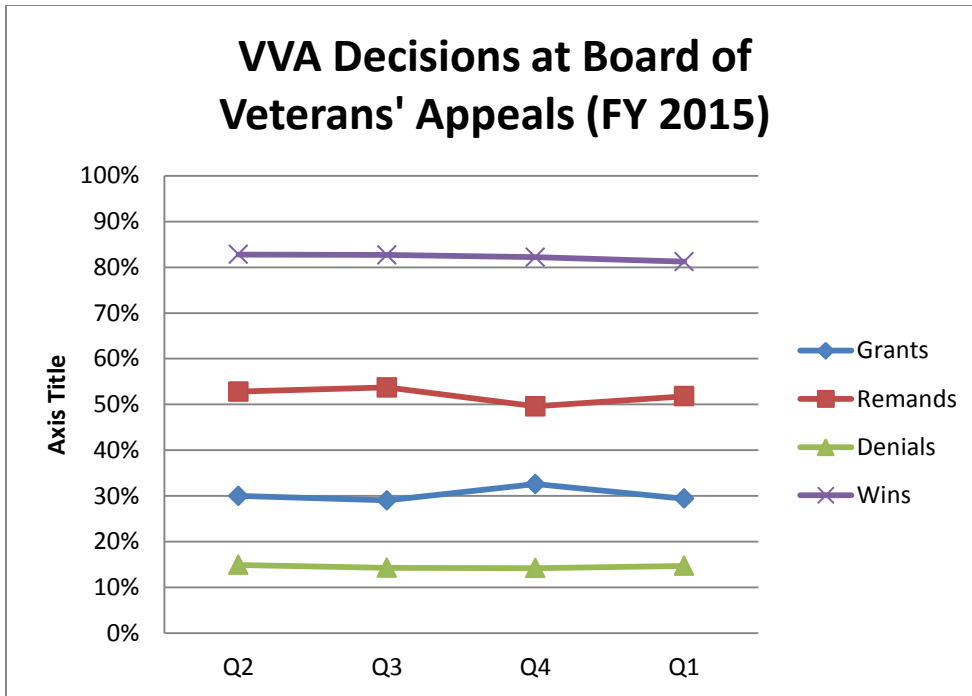
Our approval (grant) rate during this past quarter for appeals was 29.4% and our denial rate was 14.7%. These statistics are based on 170 VVA cases decided in Q1 FY'15.

Of the appeals received at the Board for FY'15 Q1, the cases have an average docket date of April 2012 and a median docket date of August 2012. This early docket date is explained by the recent influx of post-remand appeals. For Q1 FY 2015, VVA received a total of 132 appeals at the BVA; 61 originals and 71 post-remands. In Q4 FY 2015, VVA received a total of 206 appeals at the BVA; 78 originals and 128 post-remands. VVA's performance at the BVA has continued to improve throughout FY 2015.

VVA Appeal Dispositions FY 2015 (Jan 1, 2015 – Dec 31, 2015)¹

| | Grants | Remands | Denials | Other |
|--------------|-------------|-------------|-------------|-----------|
| Q1 | 50 (29.4%) | 88 (51.8%) | 25 (14.7%) | 7 (4.1%) |
| Q2 | 77 (30.0%) | 132 (52.8%) | 38 (14.9%) | 8 (3.1%) |
| Q3 | 63 (29.0%) | 116 (53.7%) | 31 (14.3%) | 7 (3.2%) |
| Q4 | 46 (32.6%) | 70 (49.6%) | 20 (14.2%) | 5 (3.5%) |
| TOTAL | 236 (30.2%) | 406 (51.9%) | 114 (14.5%) | 27 (3.4%) |

¹ Note that Q1 = Oct 1 - Dec 31; Q2 = Jan 1 - Mar 30; Q3 = Apr 1 - Jun 30; Q4 = Jul 1 - Sep 30



VVA CONTINUES TO WIN OVER 80% OF ITS CASES AT THE BVA AND IN Q1 FY15 VVA WON 81.2% OF ITS CASES!

2. VVA National Claims Statistics & AMC Office Statistics

For FY2016 Q1 (Oct 1, 2015-Dec. 31, 2015) veterans and dependent with VVA POA received a total of **\$219.7 Million** in compensation, pension, & DIC benefits, of which **\$148.3 Million** (67.5%) was from states with VVA Service Programs who are receiving VVA grant funding. These amounts include retro awards.

| # | GRANTEE | TOTAL FY '16 Q1 |
|---|---------|-----------------|
| 1 | WA | \$21.6M |
| 2 | MI | \$19.0M |
| 3 | NY | \$12.8M |
| 4 | CA | \$12.7M |
| 5 | MN | \$12.3M |
| 6 | IA | \$11.9M |
| 7 | MA | \$10.7M |
| 8 | CH25 | \$8.6M |
| 9 | NJ | \$7.9M |

| # | GRANTEE | TOTAL FY '16 Q1 |
|----|---------------|-----------------|
| 10 | CH317 | \$6.7M |
| 11 | AZ | \$5.6M |
| 12 | BUCKEYE | \$5.2M |
| 13 | IN | \$4.9M |
| 14 | CH953 | \$4.3M |
| 15 | VT | \$1.7M |
| 16 | CT | \$1.4M |
| 17 | AK | \$1.0M |
| | TOTAL: | \$148.3M |

SOURCE: Veterans Benefits Administration, 1/7/2016

AMC OFFICE STATISTICS

AMC Awards Stats for Q1 FY15

| | |
|---|----------------|
| Total Retroactive Awards ² : | \$1,700,564.58 |
| Ongoing Monthly Increase ³ : | \$27,189.03 |
| Rating Decisions and SSOCs Reviewed: | Total = 180 |

Visitors/ Phone Calls Report

| | October | November | December |
|-----------------------|---------|----------|----------|
| Incoming Calls | 244 | 229 | 179 |
| Outgoing Calls | 180 | 111 | 149 |
| Total Calls | 424 | 340 | 328 |
| Appointments | 13 | 3 | 4 |
| Walk-Ins | 4 | 2 | 2 |

**These stats are based on VetPro Visitors/Phone Calls and Cases Sections*

Submissions

| | October | November | December |
|--------------|---------|----------|----------|
| 21-22 | 24 | 2 | 0 |
| 646 | 10 | 3 | 4 |

3. AMC Office Improvement Project

The AMC office was a large room with 4 desks and lacked privacy for veterans meeting with their service officer. We eliminated the unneeded furniture, bookshelves, and filing cabinets which held over 30 banker boxes of files. The VA built out two smaller offices within the VVA office to accommodate the need for veteran's privacy. Now we have two private offices for veterans to meet with their service officers. This was accomplished at minimal cost to VVA.

In addition, we have scanned over 100,000 pages of service officer working files from this office and over 45,000 pages of service officer accreditation files at VVA National. The scanning work is continuing.

Special thanks to **Lillian Pitts**, our Sr. Service Officer and AMC Office Supervisor for her leadership in spearheading this project, and **Dee Wallace**, who together, have made this project a success.

4. Staff Changes

² This figure reflects retroactive payments awarded in VVA claims reviewed by AMC office.

³ This figure records the actual *increase* in monthly payment that the new rating decision grants, as compared to the veterans old compensation payment. (e.g. Vet currently gets \$1000 a month. The new decision grants him a new total monthly payment of \$1200. Therefore, the ongoing *increase* is \$200.)

VVA lost half of its most experienced attorneys this last quarter. Our attorney salaries at VVA need to be adjusted in the upcoming budget to prevent further turnover. In the past 4 years VVA has lost 10 attorneys, and this high turnover negatively affects the continuum of representation of our veterans whose cases are frequently being re-assigned to new attorneys. This high turnover also takes experienced attorneys away from working cases as they are training the new hires, and this is significantly contributing to the increased backlog and delaying veterans' appeals. To put this into perspective, the appeals backlog was at 700 cases October 2010, and it took 4 ½ years get it down to 25 cases (April 2015). The BVA backlog has since skyrocketed to over 316 cases in the past 6 months.

Jamie Rudert, Deputy Director, Veterans Benefits Program, left VVA in October 2015. We wish him well in his endeavors.

Micah Lemons, Senior Attorney and then promoted to Deputy Director to replace Jamie Rudert, left VVA in November 2015. We wish him well in his endeavors.

Kelsey Yoon was promoted to Deputy Director and replaced Micah Lemons in November 2015.

Stephanie Vang was promoted to Senior Appellate Attorney October 2015 at the Board and replaced Kelsey Yoon.

Jordan Hansbrough was hired in January 2016 as a National Appellate Attorney at the Board and replaced Stephanie Vang.

Christina Manning was hired in January 2016 as our new eVSO.

Donna Lempin, Administrative Assistant at the AMC, left VVA in December 2015. We wish her well in her endeavors.

We are pleased to welcome Jordan and Christina to our team and congratulate the rest on their promotions.

5. VVA Litigation

1) Vietnam Veterans of America, et al. v. Central Intelligence Agency, et al., Case No. CV-09-0037-CW, U.S.D.C. (N.D. Cal. 2009)

UPDATE: On June 30, 2015, the United States Court of Appeals for the Ninth Circuit affirmed in part and reversed in part the district court's judgment and injunction entered in an action brought by veterans organizations and individuals who were subjects in chemical and biological weapons experiments conducted by the United States military. On September 4, 2015, the CIA disagreed with the June 30, 2015 decision and filed a petition for rehearing and rehearing en banc. On October 8, 2015, VVA filed an opposition to the petition for a rehearing and

rehearing en banc.

BACKGROUND: In this case, the Department of the Army (the main party in the action) was sued in a class action (certified in August 2013) of which VVA is a party in respect to the testing of up to 400 unknown chemical agents on soldiers at Ft. Detrick, the Aberdeen Proving Grounds, the Ridgewood Arsenal, and other locations from the years 1952 to 1975.

Most recently, on June 30, 2015, a panel of judges agreed with the district court that the U.S. Army had an ongoing duty to provide former test subjects with newly available information relating to their health, and that this duty was judicially enforceable. The panel of judges also agreed with the district court that the Army had an ongoing duty to provide medical care. The Court, however, vacated and remanded the district court's denial of relief on the ground that the Department of Veterans Affairs provided medical care that to some degree duplicated the care the Army was obligated to provide.

On September 4, 2015, the CIA filed a petition for rehearing and rehearing en banc. The CIA argues that the panel 1) erred in holding that the plaintiffs are entitled to an injunction requiring the army to provide medical care in addition to the care available from the VA and the panel 2) erred in holding that plaintiffs are entitled to an injunction requiring the army to provide additional notice to plaintiffs of any newly-acquired information that could potentially affect their health beyond the notice already provided.

On October 8, 2015, VVA filed an opposition against the petition for rehearing and rehearing en banc. VVA argues that the panel: 1) correctly reversed the District Court's refusal to compel the army to comply with its regulation and provide medical treatment, 2) correctly held that AR 70-25 imposes a non-discretionary duty to perform discrete agency action, and 3) properly affirmed the injunction requiring the Army to provide notice.

Link to Opposition to Petition for Rehearing and Rehearing En Banc:
<http://edgewoodtestvets.org/court-filed-documents/pdfs/20151008-053-Opp-To-Petition-For-Rehearing-En-Banc.pdf>

2) FOIA Cases: Vietnam Veterans of America et al. v. Dept. of Defense, No. 3:15-cv-658-VAB (D. Conn. 2015)

UPDATE: On November 2, 2015, VVA and NVCLR released a report with findings from documents that the DOD had disclosed during litigation. On January 6, 2016, a Stipulation of Settlement and Proposed Order was filed by all parties.

BACKGROUND: The Plaintiffs argue that the Department of Defense has violated the law by failing to release records showing that it has wrongfully discharged nearly 31,000 service members on the basis of so-called "Personality

Disorder,” preventing disabled veterans from receiving the disability compensation and other benefits they have earned. With the assistance of the Yale Veterans Legal Services Clinic, VVA previously litigated two FOIA lawsuits to obtain records regarding these practices:

Vietnam Veterans of America v. U.S. Dept. of Defense, ___ F. Supp. 2d ___, 2014 WL 1284970 (D. Conn. Mar. 31, 2014) (granting in part and denying in part DoD motion for summary judgment in FOIA action)

Vietnam Veterans of America v. US. Dept. of Defense, ___ F. Supp. 2d ___, 2014 WL 1281725 (D. Conn. Mar. 28, 2014) (denying government motion to dismiss FOIA action).

Currently, VVA is litigating a third FOIA lawsuit against the Department of Defense for failing to respond to FOIA requests. VVA and National Veterans Council for Legal Redress (NVCLR) initiated these FOIA requests to gauge compliance with former Secretary of Defense Chuck Hagel’s PTSD Upgrade Memo of September 2014 that required Boards to give “liberal consideration” to PTSD claims.

On May 4, 2015, VVA, NVCLR, and YLS filed a Complaint for Declaratory and Injunctive Relief against the Departments of Defense, Army, Navy, and Air Force. On November 2, 2015, VVA and NVCLR released a report with their findings from documents the DOD had disclosed during litigation. While the report showed a significant spike in the Army Board’s grant rates for veterans with PTSD, it revealed that the military boards had generally fallen short of complying with the PTSD Upgrade Memo, especially with regards to its public outreach requirement. The report detailed a number of recommendations for further military board reform.

On January 6, 2016, a Stipulation of Settlement and Proposed Order was agreed to and filed by all parties. The stipulation requires the DOD to produce statistics regarding discharge upgrade applications for veterans claiming PTSD on a quarterly basis for a period of two years, beginning January 1, 2016. These statistics are to be disaggregated by military department and by the type of Board, and must include the number of: (1) discharge upgrade applications sent to the respective Board for Correction of Military/Naval Records or Discharge Review Board in which PTSD is alleged to have been a contributing factor, (2) discharge upgrade applications granted, and (3) discharge upgrade applications denied. The stipulation also provides that the plaintiffs’ claims against the defendants will be dismissed with prejudice. Finally, the stipulation provides that the Court shall maintain jurisdiction to monitor and enforce compliance with terms of the stipulation.

Link to Complaint:

https://www.law.yale.edu/system/files/area/clinic/document/vlsc_vva-dod.pdf

Link to Report:

<https://www.law.yale.edu/system/files/documents/pdf/unfinishedbusiness.pdf>

3) Monk v. Mabus, Case No. 3:14-cv-00260 U.S.D.C. (Conn. 2014).

UPDATE: On June 22, 2015, plaintiffs Conley Monk, VVA, and NVCLR announced that the respective record correction boards had granted the discharge upgrade requests of all five individual plaintiffs.

BACKGROUND: On March 3, 2014, five combat Veterans and three VSOs filed a class action lawsuit in Federal District Court seeking relief for Vietnam Veterans who developed PTSD during their military service and subsequently received an other than honorable discharge. For more than 40 years, the Army Board for Correction of Military Records, the Board for Correction of Naval Records, and the Air Force Board for Correction of Military Records, have virtually ignored the claims of Plaintiffs and tens of thousands of similarly situated veterans by categorically refusing to recognize undiagnosed Post-Traumatic Stress Disorder (“PTSD”) as the underlying cause of behavior that led to their other-than-honorable discharges.

On November 14, 2014, Judge Warren Eginton remanded the claims of the five individual plaintiffs to the Boards for Correction of Military Records so that the named plaintiffs’ discharge upgrade applications could be reconsidered in light of the new guidelines issued to the boards by Secretary of Defense Chuck Hagel in September 2014 (see below). The Court ordered the boards to decide each resubmitted application of a named plaintiff within 120 days. In the same order, Judge Eginton dismissed without prejudice the claims brought by Vietnam Veterans of America, Vietnam Veterans of America Connecticut State Council, and the National Veterans Council for Legal Redress. This means that the Judge did not make any ruling on the merits of the organizations’ claims, and that the organizations may refile the case in the future. The Judge dispensed with all other pending motions in the case, including plaintiffs’ motion for class certification.

On June 22, 2015, plaintiffs Conley Monk, VVA, and the National Veterans Council for Legal Redress announced that the respective record correction boards had granted the discharge upgrade requests of all five individual plaintiffs.

Link:

<https://www.law.yale.edu/studying-law-yale/clinical-and-experiential-learning/our-clinics/veterans-legal-services-clinic/monk-v-mabus/updates-monk-v-mabus>

4) Service Women’s Action Network v. Gibson, Appeal No. 2014-7079 (Fed. Cir. 2014)

UPDATES: [No updates at this time.](#)

BACKGROUND: VVA, SWAN, and YLS submitted a petition for rule-making to the VA seeking to reform regulations regarding disability claims filed each year by thousands of veterans suffering from PTSD related to rape, sexual harassment, or sexual assault (collectively “military sexual trauma” or “MST”). Filed in June 2013, the petition requested that VA adopt evidentiary accommodations for MST claims, as VA has done for numerous other disabilities that are difficult to prove and that disproportionately affect male service members. When VA ignored the rulemaking petition, the clinic filed suit in the U.S. Court of Appeals for the Federal Circuit to compel the agency to respond to the petition. On July 14, 2014, VA denied the rulemaking petition. On July 29, 2014, VVA, SWAN, and YLS filed a second suit in the Federal Circuit challenging VA’s rejection of the petition and its refusal to end discrimination against MST survivors. On July 29, 2014, the Federal Circuit granted the petitioners’ unopposed motion to withdraw their petition for review.

Link to Order:

<http://law.justia.com/cases/federal/appellate-courts/cafc/14-7079/14-7079-2014-07-29.html>

5) McKinney v. McDonald, 796 F. 3d 1377 (Fed. Cir. 2015)

UPDATES: No updates to report at this time.

BACKGROUND: Parties to the case are NVLSP, VVA, Military Order of the Purple Heart, and American Legion. At issue is the effective date of a 2011 regulation that applied a presumption to Korean DMZ claims. *See* 3.307(a)(6)(iv). In 2003, Congress passed the Veterans Benefits Act, which authorized benefits for AO exposure, but only applied a presumption for Korean DMV vets who served from 4/1/68 to 7/1/69 (16 month window). Veterans who served from 9/1/67-3/31/68 and from 8/1/69-8/31/71 did not get the presumption and had to prove exposure on a factual, case-by-case basis. This was later changed in 2011, when the 16 month window of exposure was expanded to 41 months. This means that the presumption only applied for those who filed after 2011.

The litigation claims that potentially hundreds or thousands of veterans who filed for claims after 2003 but before 2011 were denied AO related compensation because of the regulation’s February 24, 2011 effective date.

McKinney is the veteran that is the plaintiff in VVA’s current case. However, the litigation is a direct result of a Korean DMV veteran by the name of Brian Mallory. Mallory took his case to the CAVC, seeking benefits for diabetes dating back to December 2006. Shortly before oral argument, the VA decided to settle the claim. In the settlement, the VA anticipated that it would similarly treat

claims appealed to the CAVC that were similar to Mallory case. VVA's lawsuit seeks to change the 2011 effective date to 2003, so that all veterans would receive the same treatment afforded to Mallory.

The lawsuit was filed on October 24, 2014. The VA responded on December 8, 2014 arguing that there is no legal basis for applying an earlier effective date. VVA filed a reply brief on January 12, 2015. Oral argument was heard on April 8, 2015. On August 11, 2015, the Federal Circuit denied the petition to review a regulation's effective date that provides a presumption of herbicide exposure for certain veterans who served in or near the Korean demilitarized zone during the Vietnam era. The Court held that the VA's decision to assign the 2011 regulation a prospective effective date, instead of a retroactive effective date, was not arbitrary, capricious, or contrary to law.

6) "C-123" Case

UPDATES: No updates at this time.

BACKGROUND: In April 2015, Yale Law School Veterans Clinic prepared a memorandum on behalf of the C-123 Veterans Association and VVA explaining that reservists who were exposed to herbicides aboard contaminated C-123s are immediately eligible for service-connected disability compensation because these reservists were injured during their training. After receiving a report from the Institute of Medicine (January 9, 2015), VA decided to acknowledge exposure to Agent Orange for personnel whose military service involved regular contact with the contaminated C-123 aircraft. This includes individuals who performed service in the Air Force or Air Force Reserve who regularly operated, maintained, or served onboard C-123 aircraft known to have been used to spray herbicides during the Vietnam era. In August 2015, VA reported that it began awarding compensation for C-123 Agent Orange claims.

7) The American Legion v. McDonald, Appeal No. 15-7061 (Fed. Cir. 2015)

UPDATES: On October 8, 2015, oral arguments were presented to the Federal Circuit.

BACKGROUND: The case was filed in the United States Court of Appeals for the Federal Circuit on March 20, 2015. The American Legion, AMVETS, the Military Order of the Purple Heart, the National Veterans Legal Services Program, and the Vietnam Veterans of America joined forces to file the lawsuit together against Secretary Robert A. McDonald seeking to stop the implementation of new VA rule RIN 2900-AO82 eliminating most informal VA claims and limiting the types of claims VA will adjudicate. The lawsuit seeks to have VA's new rule eliminating the most important part of the informal VA claims process, and limiting the types of inferred claims VA adjudicates, declared unlawful.

Injured veterans will suffer under a new rule implemented by the Department of Veterans Affairs (VA) that went into effect on March 24, 2015. Under VA's longstanding informal adjudication process, benefits awarded to veterans are paid retroactively starting on the date on which the VA received a notice from the veteran (usually a letter) signaling an intent to file. Under the new rule, the clock for an effective date for benefits starts only when a veteran files standardized VA paperwork.

Additionally, under the final rule, VA severely limits the types of benefits that the agency will adjudicate when presented with a disability benefits claim by a veteran. If a veteran files a disability claim based on post-traumatic stress disorder but fails to mention in the application that he or she lost both legs in combat, VA is purportedly no longer obligated to develop or adjudicate any benefits related to the veteran's amputations—even if the service treatment record documents the amputations. This policy change stands to hurt countless veterans, but especially those returning from combat, who often have multiple injuries and disabilities.

On October 8, 2015, oral arguments were presented to the Federal Circuit by American Legion, VVA, and other veterans groups.

Link to Oral Argument:

<http://oralarguments.cafc.uscourts.gov/default.aspx?fl=2015-7061.mp3>

6. Service Officer Training

We have continued to add training videos to the Service Officer Online Resource Center, accessible at www.benefitsforum.org. Additional training videos will also be added soon- NVLSP conducted training on “Service Officer Ethics” and “New VA Forms” at VVA National on 10/26/2016. They will return to VVA National on 1/19/2016 to present training on “Clear and Unmistakable Error (CUE)” claims.

We are planning our Advanced Service Officer Training to be held at the VVA Leadership & Training Conference July 2016. **If you have requests for topics not covered by any of the training videos, please contact Jim Vale or Kelsey Yoon.**

7. VVA Accredited Representatives List

Currently there are **995** VVA accredited representatives nationwide listed on the “VA OGC Accreditation Search” database. We are continuing to update our list and will cancel accreditations from service officers who fail to update their contact information or are no longer practicing service officers.

8. VETPRO Database

Upon our last review we have **54** active users on VetPro, and are continuing webinar training so we can add more service officers.

If you are a VVA Service Officer and would like training on VetPro, please contact Jim Vale or Kelsey Yoon.

9. Service Officer Suspensions/Revocations

None at this time.

10. VVA GRANTS

The 6-Month Report from current grantees is due April 15, 2016.

Those grantees who fail to comply with the terms of the MOU will be subject to loss of grant funding. All grant recipients have been warned.

11. Site Visits – Des Moines RO & Seattle RO

In November, 2015, VVA National sent staff to the Des Moines, IA RO for a site visit related to the VVA Service Officer Grant funding MOU. The purpose of the Des Moines RO site visit was to audit the office and the entire IA SC program, and provide necessary support as needed.

In December 2015, VVA National sent staff to the Seattle, WA RO and Bellingham Vet Center for a site visit. The purpose of this site visit was to visit service officers and provide necessary support and training in addition to tracking, identifying, and taking action as necessary on all pending paper appeals at the Seattle RO.

We are looking at conducting additional RO site visits in 2016, pending funding availability.

Communication Department/M. Porter

Mokie Porter provided a handout that covered the 2015 communications statistics on web, social media, news and publications.

Veterans Health Council/Dr. T. Berger

-Although the VHC has been busy with a variety of veterans' health issues since the October BOD meeting, including drafting and submitting comments on proposed federal healthcare initiatives to various agencies; attending professional conferences and meetings (e.g., the VA Veterans Readjustment Services Advisory Board meetings); a two-day visit to the Yale Veterans Law School Clinic where VVA Gov't Aff ED, Rick Weidman, and I conducted several classroom presentations; a presentation at a local community college on Veterans' Day; as well as a number of media interviews and written articles, the main focus has zeroed in on Hepatitis C and all that's going on with that...

For example, our national Hep C awareness campaign included a two-day training program in Dallas for the Vietnam vet (VVA members) team leaders, a meeting in San Francisco with non-VA primary care physicians from around the country who treat Hep C patients, and a two-hour streaming live radio presentation in Nashville featuring C&W performers.

On the money side of Hep C within the VA, you all know that the VHC was extremely involved in getting the Congress to fund the treatment of Hep C within the VA system at no less than 1.5 billion over the next two fiscal years, which is 810 million more than the President's request. On the treatment side, the FDA is currently evaluating the clinical trial data for a Hepatitis B drug.

On the money side of the VHC, \$14,030 has been received in donations since I last reported.

HGDP Report/Q. Butcher

The 2016 HGDP contracts are in place, GA and MD dealing with vendor issues.

1st Consent Calendar

Secretary Meeks presented the following motion:

Motion 5

To approve the 1st consent calendar.

- 1. Motion to continue the Bequeathed Funds Policy as written by the Finance Committee.**
- 2. Motion to continue the Budget Oversight Policy as written by the Finance Committee.**
- 3. Motion to continue the Bequeathed Funds Policy as written by the Finance Committee.**
- 4. Motion to continue the Cash-Reserve Fund Policy as written by the Finance Committee.**
- 5. Motion to continue the Contracting Policy as written by the Finance Committee.**
- 6. Motion to continue the Credit Card Policy as written by the Finance Committee.**
- 7. Motion to continue the Finance Committee Policy as written by the Finance Committee.**
- 8. Motion to continue the Investment Policy as written by the Finance Committee.**
- 9. Motion to continue the Officers Salary and Benefits Policy as written by the Finance Committee.**
- 10. Motion to continue the Travel Policy as written by the Finance Committee.**
- 11. Motion to continue the Use of Restricted/Designated Revenue (RR/DR) Policy as written by the Finance Committee.**
- 12. Motion to continue the Deceased Member Protocol Policy as written by the National Secretary.**
- 13. Motion to recommend revisions to the HGDP Liaison Policy at the 2016 April BOD meeting by the National Secretary.**
- 14. Motion to continue the Requesting Opinions or Advice From VVA General Counsel Policy as written by the National Secretary.**

15. Move to retire the following motions as having been completed or overcome by time or subsequent motions.

Veterans Healthcare Council

January 2012

Motion #14 – To approve funding through April 30, 2012 for consultant fees for Dr. Tom Berger & expenses for the Veterans Health Council in the amount of \$7,500 per month. Funding to come from prior year excess funds as the period of time in the motion overlaps two VVA fiscal years.

Veterans Health Care Committee

October 2007

Motion #14 – To permit Dr. Tom Berger to develop an I.R.B./human subjects policy statement in concurrence with the VVA Healthcare Committee and legal counsel subject to VVA Board approval.

Board of Directors

April 1984

To allow Secretary to record meetings, for purposes of generating minutes, with condition that tapes are to be possessed and secured by Secretary and not available for dissemination.

To charge Board committees with: (1) Statements of Purpose and Goals; (2) Review of Problems/Needs developed in consultation with appropriate staff; (3) Recommendations for action, defined along immediate and long-term lines.

January 1994

Motion #57 – To accept the proposed resolution “Policies and Procedures Concerning Intolerable Conduct at VVA Meetings”.

April 1994

Motion #48 – To have 8” x 10” photographs of all recipients of the VVA Commendation Medal prominently displayed in the national office.

July 1984

That the Board President, through ratification by Board, may grant life memberships or associate life memberships to veterans and non-veterans in recognition of their services and contributions to VVA.

January 1988

Motion #18 - That National Officers and staff, through its Special Counsel be authorized to research recent amendments to the New York State Not-For-Profit Corporation Law with respect to limitations on the personal liability of Directors and Officers and to take

all necessary steps including, where appropriate, an amendment to the Certificate of Incorporation of the National organization to ensure the highest level of protection for officers and board members in the proper conduct of the affairs of the corporation.

August 1989

Motion #1 - That VVA's Officers be exempt from full-time employment if they so desire.

September 1990

Motion #40 - That all Board members be furnished a standard format for cards, including names, phone, and address of member on card. To be done by member and expense be submitted to national.

July 1995

Motion #40 – To adopt the 1995 Orderly Transition Policy for incoming and outgoing officers, board members, and committee chairs.

October 1995

Motion #20 – That it shall be the practice of the Board of Directors that motions brought to the floor by committees shall be considered as moved and seconded at the time of presentation.

Motion #67 – To print and attach the ground rules that were adopted at the training session to the agenda for each future meeting.

January 1996

Motion #13 – That the requirement to provide receipts for reimburse of per diem be eliminated.

January 1997

Motion #29 – That all international travel funded by VVA be approved by the board of directors in advance.

August 1997

Motion #7 – That the officers be allowed to devote some of their interest in other areas of the organization.

April 1998

Motion #8 - That the Board of Directors reinforce the existing policy that no one has the authority to bind the corporation other than individuals identified in the current contracting policy and VVA's constitution.

President Duggins asked that when a board member leaves the meeting, he/she should notify the secretary, so that it can be properly recorded in event of a motion.

October 1998

Motion #14: To approve the Conflict of Interest Policy. The forms will be kept in safe keep in the office of the Executive Director. Only board members will be privileged with reviewing them.

January 1999

Motion #12 – To authorize President Duggins to execute agreement to allow adjunct associates organization to the use of Vietnam Veterans of America name/logo trademark and copyright as submitted.

July 1999

Motion #17 – That the National Secretary following a national board of directors meeting send out in appropriate format, prior to each Board of Directors meeting, an interim synopsis progress report of all motions passed, to include action required, responsible party and date to be completed. – amended version by Motion #36 of January 2005

October 1999

Motion #3 – That each National Standing Committee must examine the Strategic Plan and identify how that committee's goals and objectives satisfy the specific components of the Strategic Plan.

Motion #46 – That the board and staff make every effort to cut costs of consumables, re: by copying on both sides of paper in all areas; better use of mailings and better coordination departments.

November 2003

Motion #21 – That regularly scheduled VVA National Board of Directors meetings, with the exception of board meetings held at the National Convention and Leadership Conference, include an hour to an hour and a half of board training. The subject(s) of this training is/are to have been agreed to beforehand by the members of the board. This training will be on the agenda and considered as an integral part of the meeting.

January 2004

Motion #4 – To strictly enforce time clock of committee reports and presenters with the exception of the presentation by the CFO & Finance Committee.

Motion #25 – To rescind 1984 motion regarding prohibition of Officers and Directors from holding office at the state council and chapter level and other items as delineated.

January 2005

Motion #1 – That all committee reports for which there are no motions to come before the Board be filed as part of a consent agenda.

April 2005

Motion #3 – To approve as policy the Board Confidentiality Policy.

Motion #33 – That a POW/MIA table be set up at all Board meetings, conventions, leadership conferences, and where feasible. This will not require any assistance from the national office staff – amended by Board motion #46 of October 2005: to replace a POW/MIA table with a cover(ed) POW/MIA chair at all VVA National Board meetings.

April 2007

Motion #15 – To provide the VVA National Board of Directors access via the Secretary's Information website to copies of all contracts, MOAs, and MOUs that are entered into by the national office on behalf of the corporation and that a status report on each be given to the BOD at each of its scheduled meetings.

October 2010

Motion #14 – To direct the officers of VVA to take appropriate action to ensure that the DoD program to lead the commemoration of the 50th anniversary of the Vietnam War be fully funded and implemented for the years 2011 through 2026.

April 2011

Motion #6 – To amend previous Motion 12 from January 10, 2009, to strike “furthermore the National secretary is directed to file charges and suspend all State Councils failing to satisfy this motion”.

October 2011

Motion # 5 – To amend the Household Donation Program (HGDP) report for 6 month and 12 month report.

April 2012

Motion #11 – To adopt the revised Personnel Policy.

August 2012

Motion #7 – The VVA Board of Directors, under the provisions of the VVA Constitution, Article IV, Section I, Paragraph A, will relieve all Chapters from the responsibility of filing verification of 990-N submission (when eligible to file a 990-N) with their VVA Financial Report for the fiscal year ending 2-28-2011.

October 2012

Motion #25 - To accept the recommendations of the Suspension Workgroup as amended by the CSCP and as amended by the Veterans Incarcerated Committee's Resolution approved by the BOD 10-6-12.

January 2012

Motion #18 - That the VVA Board of Directors explore the possibility of filing a lawsuit to secure a temporary restraining order against the VA stopping their ongoing recertification for qualifying any veteran owned business.

January 2013

Motion #18 – To change the name of the document presented as “VVA Code of Disciplinary Policy & Procedures” to “VVA National Disciplinary Policy.”

Motion 19 – To approve the amended VVA National Disciplinary Policy pending ratification by the Conference of State Council Presidents at their April 2013 meeting.

Motion #20 – To approve the amended “VVA National Disciplinary Policy by the Numbers” pending ratification by the Conference of State Council Presidents at their April 2013 meeting.

October 2013

Motion #29 – To extend the term of office of the National Treasurer as the Compliance Officer for the 2013-2015 term of office.

October 2014

Motion #14 - To approve international travel to Vietnam in 2015 for Richard DeLong, Grant Coates, Marsha Four and Mokie Pratt-Porter to be in compliance with amended motion # 38 of October 11, 2013 of the VVA Travel Policy.

January 2015

Motion #1 - To approve Holley Watts as an honorary life member (HLM) as requested by VVA Chapter 1061 (VA).

Motion #9 - Motion to approve the requests for Honorary Life Membership (HLM) that are listed below:

| NAME | REQUESTED BY |
|---------------------|------------------|
| Dr. Jeff Heider | 1087 MT |
| Mayor Randell Hutto | 1004 TN |
| Edward Cook | 233 NJ |
| Eileen Ward | 1104 KY |
| Anu Bhagwati | Marsha Four |
| Tony Cordero | Wayne Reynolds |
| Dreama Denver | WV State Council |

Motion 11 - To direct the National Officers to prepare a specific proposal on the office security project to address specific concerns with itemized pricing and multiple price quotes. Alternates for the renovation should be included in the presentation.

Motion #32 - To have our National President write a letter to Secretary McDonald in concert with the NASVH.

April 2015

Motion #2 - To amend the BOD meeting minutes from January 9, 2015 in Silver Spring, MD to include the minutes from the executive session held during the January 2015 National BOD meeting in the official minutes of that meeting.

Motion #6 -To have each committee evaluate their committee's performance over the last two years.

Motion #19 - Motion to approve the requests for Honorary Life Membership (HLM) that are listed below:

| NAME | REQUESTED BY |
|----------------------|------------------|
| Bill Kennedy | 334 MT |
| Abraham H. Sternberg | 23 FL |
| Marilyn McKenzie | 23 FL |
| Ronald P. McVaney | WV State Council |

Motion #20 - Award the VVA Achievement Medal to Donald Grella former MIA from State of Nebraska and his remains have been found and identified.

July 21, 2015

Motion #4

To postpone consideration of submitted honorary life membership until October BOD meeting.

Motion #3

To have each committee report their goals for the coming next two years at the 2015 October BOD meeting and give update at each BOD meeting until April 2017.

October 2015

Motion 27- Motion to remove the requests for Honorary Life Membership (HLM) that are listed below:

| Name | Requested By |
|----------------|-------------------|
| Mac Thornberry | Chapter 404 (TX) |
| Alice Dexter | Chapter 1036 (FL) |

Motion 28- Motion to approve the requests for Honorary Life Membership (HLM) that are listed below:

| Name | Requested By |
|--------------------|------------------|
| John Bartkowiak | MD State Council |
| Mark Epley | Chapter 110 (MI) |
| Tan Quach | Chapter 641 (MD) |
| Steve Lavagnino | Chapter 982 (CA) |
| Michael B. Clayton | Chapter 982 (CA) |

VVA Veteran Department

April 1988

Motion #11 – To approve the operational policy for the VVA Veteran.

Chapter Charter Revocations (National Secretary)

January 2013

Motion #11 (Consent Calendar) – To revoke the charters of Chapters 128 (TN), 518 (ME), 545 (NV), 627 (VA), 880 (CA), and 934 (KS) at the request of the CA SCP, NV SCP, TN SCP, ME SCP, VA SCP, and KS SCP. The State Councils have done all they needed to do to keep the Chapters active and the efforts have failed to rejuvenate the members.

April 2013

Motion #10 – To reinstate the VVA Colorado State Council.

Motion #17 (Consent Calendar) – To revoke the charters of Chapters 849 (WY), 917 (VA), and 927 (WY) at the request of the VA SCP and the Region 8 Director. The VA SCP and the Region 8 Director have done all they needed to do to keep the Chapters and the efforts have failed to rejuvenate the membership.

April 2014

Motion 13 - To revoke the charter of Chapter # 493 (LA), Chapter # 963 (MO) and Chapter # 1007 (PR) because the LA, MO and PR State Councils has done everything they could to revive the chapter membership and these efforts have failed.

APRIL 2015

Motion #18- To accept the Consent Calendar Motions:

Motion #1- To revoke the charter of VVA Chapter 682 (VA) as the VA State Council has done everything necessary for this voluntary closure.

July 21, 2015

Motion #3- To accept the Consent Calendar.

Motion #1- To revoke the charter of VVA Chapter 799 (OR) and VVA Chapter 867 (OR) as the OR State Council has done everything necessary for this voluntary closure.

Motion #2- To revoke the charter of VVA Chapter 691 (CA) and VVA Chapter 781 (CA) as the CA State Council has done everything necessary for this voluntary closure.

Motion #3- To revoke the charter of VVA Chapter 897 (ID) as the ID State Council has done everything necessary for this voluntary closure.

Motion #4- To revoke the charter of VVA Chapter 68 (MI), VVA Chapter 589 (MI), VVA Chapter 640 (MI), VVA Chapter 692 (MI), VVA Chapter 736 (MI), and VVA Chapter 760 (MI) as the MI State Council has done everything necessary for this voluntary closure.

Motion #5- To revoke the charter of VVA Chapter 338 (MA) as the MA State Council has done everything necessary for this voluntary closure.

Motion #6- To revoke the charter of VVA Chapter 359 (PA) as the PA State Council has done everything necessary for this voluntary closure.

October 2015

Motion 26- To approve the Consent Calendar:

Motion #1 - To revoke the charter of VVA Chapter 903 (AK) as the AK State Council has done everything necessary for this voluntary closure.

Motion #2 - To revoke the charter of VVA Chapter 185 (ME) as the ME State Council has done everything necessary for this voluntary closure.

Motion #3- To revoke the charter of VVA Chapter 318 (NM) as the NM State Council has done everything necessary for this voluntary closure.

Motion #7- To revoke the charter of VVA Chapter 616 (OH) as the OH State Council has done everything necessary for this voluntary closure.

Motion #8- To revoke the charter of VVA Chapter 877 (OK) as the OK State Council has done everything necessary for this voluntary closure.

Motion #9- To revoke the charter of VVA Chapter 768 (WI) as the WI State Council has done everything necessary for this voluntary closure.

Motion #10- To revoke the charter of VVA Chapter 956 (IN) as the IN State Council has done everything necessary for this voluntary closure.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Meeting recesses: 11:09 am

Saturday, January 9, 2016

The meeting of VVA National Board of Directors reconvened at 9:07 am on Saturday, January 9, 2016 at the Double Tree by Hilton in Silver Spring, MD.

The National Secretary conducted the roll call of the National Board of Directors. Present were:

John Rowan, President
Marsha Four, Vice President
Bill Meeks, Secretary
Wayne Reynolds, Treasurer
Dennis Andras
Kathy Andras *
Dottie Barickman
Richard DeLong

Mike Demske
Joe Kristek
Sara McVicker
John Miner
Charlie Montgomery
Ron Morgan
Felix Peterson
Dave Simmons

Dick Southern
Dan Stenvold
Kerwin Stone
Craig Tonjes
Sandie Wilson
Ted Wilkinson
Jerry Yamamoto

** AVVA Treasurer is a non-voting member of the National Board of Directors*

Also present: Joseph A. Sternburg, CFO & Parliamentarian Dan Jackson.

Excused: Tom Burke, Charlie Hobbs & Sharon Hobbs.

Finance Committee Report

Committee Chair Ned Foote submitted the following motion:

Motion 6

Move to approve amending the Corporate Printing Policy as indicated below.

CORPORATE PRINTING POLICY

(April 2011)

(Amended January 2013)

(Amended January 2016)

DEFINITIONS

Photocopying: Work that is done on any of the machines located within the national office whether it is duplication of existing documents or the production of new documents from electronic files sent to the machine.

Printing: Work that necessitates the use of an outside vendor to produce the quality and quantity desired for the particular project. Such projects may be the production of the VVA Annual Report, VVA's Agent Orange Self-Help Guide, or other documents that require a more professional appearance.

BUDGETING

All VVA Cost Center managers that anticipate the need for photocopying or printing within a given VVA Fiscal Year must include a budget amount on the appropriate budget line with the necessary justification when submitting the proposed Cost Center budget for the upcoming budget year.

When budgeting for **photocopying** you need only budget for the number of copies you anticipate in black/white or color.

When budgeting for **printing** you must include and specify the cost of design, authorship, formatting, delivery, material, the number of copies to be produced, sales tax, etc. Once the bids have been received, the cost center manager will determine the best vendor based on cost, quality, and delivery time. Cost Center managers must have documentation available to support their requested amounts for printing.

Beginning in Fiscal Year 2014, all lease expenses for the photocopying machines will be charged as an expense to the "owning" departments.

INTERNAL COSTS

Costs will be calculated annually and provided to cost center managers with budget preparation information.

Information Technology will maintain a spreadsheet for each photocopying machine in the national office. Each spreadsheet will provide the name of the individual responsible for the photocopies (by Department), the number of black & white and/or color copies made, the cost

per copy, and the total cost for each person in the department, and the department's total cost for the copies. Each month, IT will provide a copy of the spreadsheet to all cost centers.

Each month, using the spreadsheet provided by the IT Department, the Finance Department will assign photocopying and printing costs to each cost center.

APPROVALS

Photocopying: a Cost Center's budget line for photocopying is approved by the National Board of Directors as a part of the annual budget. If/when the Cost Center Manager anticipates that photocopying expenses will exceed the approved budgeted amount, and such additional photocopying expenses cannot be absorbed within the overall cost center budget, the cost center manager must submit a fully justified request to the Finance Committee for approval for either additional funds or approval to overspend the approved budget.

Printing: a Cost Center's budget line for printing is approved by the National Board of Directors as a part of the annual budget.

REQUESTS FROM STATE COUNCILS AND CHAPTERS

All requests from State Councils and Chapters for printed/photocopied materials will be directed to the Communications Department. Whenever a request is received from a State Council or Chapter, it must be explained that VVA requires a minimum of a ten day turn-around period to produce and ship the requested materials.

VVA will **NOT** maintain stock supplies of materials which are photocopied in-house. All requests for bulk photocopying, whether from State Councils, Chapters, National Committees, or VVA National Departments will be managed on a "just-in-time" basis.

Stock supplies of materials printed by outside vendors will be stored in locked cabinets either within the Communications Department or within the VVA National Department whose budget pays for the production of the materials. The Communications Department will coordinate with the producing department or committee regarding stock levels. All requests for printing must originate from the Cost Center Manager whose Department budget will be charged.

A log will be created and maintained by the Communications Department of all requests noting the requestor, the date the request was made, the date the materials are needed, the title/s of the materials requested, the quantity of the materials requested, and the date the materials are actually shipped. Additionally, the Communications Department will provide a monthly report to the Finance Committee and to each Department or Committee which produces printed and/or photocopied materials for distribution specifying the number of each document provided during the previous month and a summary of the entities requesting documents provided to each. Data on Chapter requests should include the Chapter's number and its state/jurisdiction.

All materials requested by, and sent to, State Councils and Chapters shall be at no cost to the requestor.

SHIPPING

The shipment of materials to State Councils and Chapters should always be done at the lowest cost possible. All shipping costs will be charged to the Communications Department which will provide a monthly report to the Finance Committee detailing the costs by method of shipping; e.g. USPS, UPS, FedEx, etc.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

FYE 2-28-17 Budget Preparation

CFO Sternburg provided general instructions that a narrative justification must be provided for each line item where funding is requested. All special project/ non-routine activity requests must include description/purpose of project/expense, identification of project manager or person accountable for monitoring the progress and costs of the project/expense, timeline for project/expenditures and proposed funding listing specific costs, not just a total amount requested.

Government Affairs, Executive Director's Report/R. Weidman

Discussed how VVA could best increase the number of co-sponsors assigned to the Toxic Exposure Legislation and how the grassroots of VVA should keep the pressure on for support. Mr. Weidman introduced Greg Jacob as new VVA employee for the department and Mr. Jacob made some comments.

CNAS Report

President Rowan urged everyone to read the report that was available as a handout at the meeting. This analysis portrays a very bleak future for military families and veterans organizations ability to raise funds unless we change our focus on how we determine the outcomes of our activities.

Defense POW/MIA Accounting Agency

Director Michael S. Linnington, SES spoke about the 2015 merger which brought about the Defense POW/MIA Accounting Agency and where the DPAA is going in the future.

National Meetings and Special Events/W. Guidry

There are new developments and major changes in the upcoming 2016 National Education & Leadership Conference at the Hilton El Conquistador in Tucson, Arizona.

Membership Department/T. Houston

Have been working closely with VVA's Vice President to accomplish basic necessities that are needed moving forth.

The following items were addressed:

- The rebuilding of the Membership Department
- Documenting processes for day-to-day responsibilities and operational procedures of the Membership Staff

- Working on developing a department manual to be used as Standard Office Procedures (SOP)
- Testing of Web rosters
- Working on trying to resolve issues as they are made aware of
- Fire Sale closed out on December 31

Committee – Motion Only

Homeless Veterans - S. Miller – No motions

Public Affairs – D. Howland – made the following motion:

Motion 7

To remove and refrain the use of the terminology Vietnam ERA Veteran. To remove from organization publications, etc. Suggested to begin using terms such as Vietnam Veteran or Vietnam Generation.

Without objection motion passed.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Veterans Benefits – D. Southern – made the following motion:

Motion 8

That authorizes the VVA President, at no cost to VVA, to file suit against the Department of Defense (DOD) and other defendants that are a party to the suit, if the DOD and other defendants fail to comply with the Stipulation of Settlement and Proposed Order, filed in the United States District Court for the District of Connecticut on January 6, 2016. See Stipulation of Settlement and Proposed Order, Vietnam Veterans of America v. U.S. Dep’t of Defense (D. Conn. Jan. 6, 2016). Specifically, pursuant to the Freedom of Information Act (“FOIA”), the Stipulation of Settlement and Proposed Order requires the DOD and other named defendants to release certain documents related to discharge upgrade applications for veterans claiming PTSD.

Without objection motion passed.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

PTSD and Substance Abuse – Dr. T. Hall – No motions

Women Veterans – K. O’Hare-Palmer – No motions

Veterans Health Care - Dr. T. Hall – made the following motion:

Motion 9

The Veterans Health Care Committee moves that the National Board of Directors support, on record, H.R.3016 “The Veterans Employment Education and Health Care Improvement Act (sponsored by Rep. Brad Werstrup (R-OR 1-2)).

Without objection motion passed.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Government Affairs – P. Peterson made the following motion:

Motion 10

Request National BOD to provide the National President authority to proceed with approval of FOIA suits at the Jerome Frank Yale Law School Clinic at no cost to VVA National or the BOD.

President will notify BOD of all actions.

Without objection motion passed.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Agent Orange/Dioxin – M. Kaderlik – No motions

Constitution – L. DeLong – No motions

Economic Opportunities – F. Barry – No motions

Veterans Incarcerated – D. Yezzo – made the following motion:

Motion 11

To add Ronald H. Morgan as a member of the Veterans Incarcerated Committee at no cost to VVA National.

Without objection motion passed.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Minority Affairs - J. Yamamoto – No motions

Veterans Against Drugs – D. Simmons – No motions

POW/MIA – R. DeLong/G. Coates made the following motion:

Motion 12

To proceed with the development of a Memorandum of Understanding (MOU) between the Defense POW/MIA Accounting Agency and the Vietnam Veterans of America at no cost to VVA National.

Without objection motion passed.

Yes: 21
No: 0
Non Vote: 1
Not Present: 2

Membership Affairs – B. Meeks made the following motion for C. Hobbs:

Motion 13

To amend the Life Membership dues structure by deleting the age bracket requirements and to set the Life Membership dues at \$100 effective January 1, 2016.

Without objection motion passed.

Yes: 21
No: 0
Non Vote: 1
Not Present: 2

2nd Consent Calendar

Secretary Meeks submitted the following motion:

Motion 14

To approve the 2nd Consent Calendar:

- 1. Motion to approve the revised VVA Election Report form (Jan 2016) as presented by the Membership Affairs Committee.**
- 2. Motion to amend the Veterans Initiative Task Force Confidentiality and Sensitivity Policy (January 2006, Motion #20). Change “Veterans Initiative Task Force” to “Veterans Initiative Program” (three places) within the policy. Change the title of the document to “Veterans Initiative Program Confidentiality and Sensitivity Policy.”**
- 3. Motion to change Gerry Nye from a special advisor to a committee member, Linda Blankenship, Paul Washington, Anthony Molina and James Maddox from members to special advisors on the Minority Affairs Committee.**
- 4. Motion to recommend revisions to the At Large Membership Policy at the 2016 April BOD meeting by the VVA Membership Affairs Committee.**
- 5. Motion to recommend revisions to the Chapters that are Suspended, but Active or Suspended, but Failed VVA Membership Policy at the 2016 April BOD meeting by the VVA Membership Affairs Committee.**
- 6. Motion to recommend revisions to the Chapter Charter Revocation Membership Policy at the 2016 April BOD meeting by the VVA Membership Affairs Committee.**
- 7. Motion to continue the Membership Policy on Honorary Life Membership as written by the VVA Membership Affairs Committee.**
- 8. Motion to continue the Membership Policy for Members Who Previously Joined Under the Old Date System as written by the VVA Membership Affairs Committee.**
- 9. Motion to recommend revisions to the Board Confidentiality Policy at the 2016 April BOD meeting by the National Secretary.**
- 10. Motion to recommend revisions to the Board of Directors Meeting Policies at the 2016 April BOD meeting by the National Secretary.**

11. Motion to recommend revisions to the Computer Back Up Policy at the 2016 April BOD meeting by the National Secretary.
12. Motion to recommend revisions to the Conflict of Interest (Board) Policy at the 2016 April BOD meeting by the National Secretary.
13. Motion to recommend revisions to the Conflicts of Interest (Staff) Policy at the 2016 April BOD meeting by the National Secretary.
14. Motion to continue the E-Rules of Order Policy as written by the National Secretary.
15. Motion to continue the Ethics Policy as written by the National Secretary.
16. Motion to recommend revisions to the Orderly Transition Policy at the 2016 April BOD meeting by the National Secretary.
17. Motion to recommend revisions to the Special Event Coordinator Policy at the 2016 April BOD meeting by the National Secretary.
18. Motion to retire the following motions as having been completed or overcome by time or subsequent motions:

Communication Department

April 1984

To establish a communication mechanism that sends information from the national board to the chapters and state councils. The Board, acting through its Secretary and Treasurer, should be responsible for: (1) "Meeting highlights" mailed to Board within two weeks of the national board meeting; Board to comment within seven days. (2) Approved meeting highlights mailed to chapters/state councils within 30 days of the of the national Board meeting, or in the next "National Update", whichever comes first. (3) Complete minutes of the Board meeting mailed to board members for their approval within thirty days of the national Board meeting. (4) Minutes approved by the Board at the most recent Board meeting for the previous meeting sent to chapters/state councils within 30 days of the recent Board meeting. (5) A quarterly Balance Sheet and Statement of Income and Loss sent to chapters/state councils within 30 days of the end of the quarter in question.

April 2000

Motion #25 – That *The VVA Veteran* section of the web page may contain advertising at the discretion of the publisher. Staff will determine policies with respect to rates and content.

November 2000

Motion #25 – To add Vietnam History electronic Library Bookmarks link to the VVA web page at a cost of less than \$100, which was donated by AVVA.

March 2002

Motion #9 – To accept the proposed computer system backup policy.

April 2012

Motion #18 – To allow the Associates of Vietnam Veterans of America (AVVA) to use the VVA logo on a proposed challenge coin to be sold by AVVA to raise funds for the AVVA Veterans Service Officer Program. All funds realized through this effort to be the sole property of AVVA.

Finance Committee

June 1991

Motion #5 - To authorize Finance Committee to appropriate funds up to \$2000.00 for recognition awards for outgoing Board members and past Board members.

April 1997

Motion #17 – To adopt the “Officers Compensation and Benefits Policy”, dated April 26, 1997, as amended.

October 29-30, 1999

Motion # 7 - To authorize Vietnam Veterans of America to accept funds to be accounted for separately and to authorize VVA to make expenditures charged against said account for operational purpose for all ordinary business transition for the Veterans and Disabled Veterans’ Entrepreneurship Task Force.

April 29, 2000

Motion # 9 To accept the Cash Reserve Policy.

April 21, 2007

Motion # 5 To accept the Deceased Member Protocol.

October 2007

Motion # 7 – To approve the Officers Salary Policy as amended.

October 2008

Motion #18 - To utilize approximately \$300,000 from cash reserve fund to fund expenses associated with lease agreement of 8719 Colesville Road as a result of dual payments of rent.

January 2010

Motion # 11 - To approve the MOU between VVA, Inc. and the Veterans Health Council Foundation, Inc.

January 2012

Motion #25 (Consent Calendar) – To amend Motion #12, October 9, 2004, by striking the words “Mike Nash Memorial Scholarship Fund” and inserting the words “VVA General Fund” as indicated: That each time a cell phone rings during a VVA Board of Directors meeting, the owner will be penalized. Fines for a ringing cell phone will initially be \$5.00 for the first ring and increase in increments of \$5.00 per ring until the end of the respective meeting. Fines will be paid immediately or deducted from any reimbursement due the offending party. If the offending party is a visitor they will be expected to pay or vacate the meeting. This policy will be announced before each VVA Board of Directors meeting and all fines collected will be donated to the ~~Mike Nash Memorial Scholarship Fund~~ VVA General Fund.

Motion #25 (Consent Calendar) – To amend the Finance Committee Policy, Motion #25, November 15, 2003 by inserting the words “the State, or Chapter” as indicated: The VVA Finance Committee shall provide oversight of the financial activities of the Corporation, the State, or Chapter and shall recommend policies on financial matters to include, but not limited to, assisting and consulting with the Treasurer on all financial planning, budgeting, reporting and other related matters.

October 2012

Motion #8 – To approve the Finance Committee Policy as amended.

April 2013

Motion #17 (Consent Calendar) – To approve the revised VVA Finance Committee Policy from the Committee.

August 13, 2013

Motion # 6 To approve MS&K (Mitchell Silberberg & Knupp (LLP)) Client Engagement Agreement regarding legal work for VVA.

Motion # 7 To approve the Officers Salary Policy as amended.

September 10, 2013

Motion # 1 To approve the following individuals as members of the 2013 – 2015 VVA Finance Committee at no cost to VVA: Sara McVicker as Vice Chair; Dottie Barickman, Tom Burke, Allen Manuel and Jim Pace as members; Wayne Reynolds, VVA National Treasurer as Special Advisor.

October 11, 2013

Motion # 29 (Consent Calendar #15) To retire numerous financially related motions which had been completed or amended by subsequent motions.

Motion # 29 (Consent Calendar # 18) To approve Sara McVicker as chair of the Budget Oversight Sub-Committee and Tom Burke as Chair of the Investment Sub-Committee and further to approve Allen Manuel and Wayne Reynolds as members of the Budget Oversight Sub-Committee and Jim Pace as a member of the Investment Sub-Committee.

Motion # 30 To add Barry Rice as a member of the VVA Finance Committee and as a member of the Investment sub-committee.

Motion # 32 To approve hiring Mary Stout as the part time Director of Membership Affairs to be funded from the current Salary line in the Membership Department budget.

Motion # 49 To phase out the Membership Time Payment Plan on all VVA applications.

January 2014

Motion # 15 - To allow Chapters who remain under IRS revocation but who have filed IRS Form 1024 requesting reinstatement and are otherwise in good standing with VVA: 1) to

participate in 2014 State Council elections unless prohibited by State Council bylaws, 2) to receive all deferred dues rebates, 3) to begin receiving Household Goods Donation Program funds, and 4) send delegates to the 2015 National Convention.

April 11, 2014

Motion # 5 To approve the FYE 2-28-15 VVA Budget as presented.

Motion # 6 To approve the VVA 2015 National Convention Budget (FYE 2-28-16) as presented.

Motion # 7 To approve the VHC Budget FYE 2-28-15 as presented.

October 2014

Motion #9 - To approve the Disaster Relief Fund Policy as amended and to retire the Disaster Relief Fund Committee.

Motion #29 - To accept the Consent Calendar Motions:

Motion #9 - Move to approve the Use of Restricted /Designated Revenue (RR/DR) Policy from the VVA Finance Committee.

Motion #10 - Move to retire the Use of Restricted Donations Policy from the VVA Finance Committee.

January 2015

Motion # 7 - To accept the Consent Calendar Motions:

Motion #8 - Move to approve a donation of \$6,000, from the Presidents Cost Center, to the Associates of Vietnam Veterans of America, Inc. in support of the repairs / renovations project to the In Memory Plaque.

October 2015

Motion # 26 – To accept the Consent Calendar Motions:

Motion # 8 To retire the Contingency Fund Policy.

Motion # 10 To approve the expenditure by the Agent Orange Committee of \$8,000 in current year donations for posters and temporary help. Funds to be taken from current year donations.

Motion # 11 To approve request from the Agent Orange Committee for additional funds in the amount of \$20,656 for photocopying (\$8899), office supplies (\$2757), shipping (\$5000), and travel (\$4000). Funds to be taken from unexpended funds in other budget lines.

Motion # 12 To approve the request of the POW/MIA Committee for additional funds in the amount of \$30,000 to fund 3 people to travel to Vietnam. If the trip cannot be arranged prior to the end of FYE 2015, funds will be considered designated revenue and carried over to FYE 2016. Funds not used for this trip will be returned to the general fund. Funds to be taken from unexpended funds in other budget lines.

Motion # 13 To approve international travel to Vietnam in 2015 for Richard DeLong, Grant Coates, Marsha Four and Mokie Pratt-Porter to be in compliance with amended motion # 38 of October 11, 2013 of the VVA Travel Policy.

Motion # 29 To accept the Consent Calendar Motions:

1. To approve Councilor, Buchanan & Mitchell as the independent certified public accounting firm to perform the VVA audit for FYE 2-28-15 in accordance with the VVA Constitution, Article IV, General Provisions, Section 1 – Finance, paragraph D.

5. Move to retire the following Finance related motions as having been completed, amended or addressed in subsequent motions or policies.

10. Move to retire the Use of Restricted Donations Policy from the VVA Finance Committee.

Membership Affairs Committee

October 2001

Motion #18 – To adopt the State Council Presidents Handbook as an official Vietnam Veterans of America membership document and may be subject to further grammar or spelling corrections by the Membership Department.

March 2002

Motion #23 – To accept the Chapter Presidents Handbook as an official Vietnam Veterans of America membership document and may be subject to further grammar or spelling corrections by the Membership Department.

April 2003

Motion #26 – To approve the State Council/Chapter Treasurer handbook pending any grammar changes or other revisions deemed necessary by the VVA Membership Department.
November 2003

October 2009

Motion #14 – To approve VVA Membership Policy on Chapter Charter Revocation.

April 2014

Motion 9 - To approve the new Honorary Life Membership Form.

Motion 18 - To designate the following individuals as Honorary Life Membership (HLM) within the Corporation: Brain Guzucki, James Goldsworthy, Teresa Schmitt, John Hilgert, Y-Jut Buonto, Emanuel Cleaver, Thuy Smith, Veron Horton and Brenda Horton.

October 2014

Motion #17 - To amend Motion 49 of the October 11, 2013 BOD meeting as, To phase out the Membership Time Payment Plan on all VVA applications. All Time Payment Applications will not be accepted after 2/28/15.

Without objection motion passed.

Yes: 21

No: 0
Non Vote: 1
Not Present: 2

Unfinished Business

VVA Policies Reports: Secretary Meeks provided a written update on the policies.

| VVA Policy | Responsibility | Recommendation |
|--|------------------------------|------------------------|
| At Large Membership Policy | Membership Affairs Committee | Recommend revisions |
| Bequeathed Funds Policy | Finance Committee | To continue as written |
| Board Confidentiality Policy | Board of Directors | Recommend revisions |
| Board of Directors Meeting Policies | Board of Directors | Recommend revisions |
| Budget Oversight Policy | Finance Committee | To continue as written |
| Cash-Reserve Fund Policy | Finance Committee | To continue as written |
| Chapters that are Suspended, but Active or Suspended, but Failed VVA Membership Policy | Membership Affairs Committee | Recommend revisions |
| Chapter Charter Revocation Membership Policy | Membership Affairs Committee | Recommend revisions |
| Computer Back Up Policy | Board of Directors | Recommend revisions |
| Conflict of Interest (Board) Policy | Board of Directors | Recommend revisions |
| Conflicts of Interest (Staff) Policy | Board of Directors | Recommend revisions |
| Contracting Policy | Finance Committee | To continue as written |
| Corporate Printing Policy | Finance Committee | Recommend revisions |
| Credit Card Policy | Finance Committee | To continue as written |
| Deceased Member Protocol | President/Officers | To continue as written |
| E-Rules of Order Policy | Board of Directors | To continue as written |
| Ethics Policy | Board of Directors | To continue as written |
| Finance Committee Policy | Finance Committee | To continue as written |
| HGDP Liaison Policy | President/Officers | Recommend revisions |
| Investment Policy | Finance Committee | To continue as written |
| Membership Policy on Honorary Life Membership | Membership Affairs Committee | To continue as written |
| Membership Policy to Release Dues Rebates Accumulation of Revoked or Failed VVA Chapters | Finance Department | To continue as written |
| Membership Policy for Members Who Previously Joined Under the Old Date System | Membership Affairs Committee | To continue as written |
| Officers Salary and Benefits Policy | Finance Committee | To continue as written |
| Orderly Transition Policy | Board of Directors | Recommend revisions |

| | | |
|--|--------------------------------|------------------------|
| Policy & Procedure for VVA Medals | Public Affairs | To continue as written |
| Policy on Providing Information to Members Concerning Proposed Research Involving Human Subjects | Veterans Health Care Committee | To continue as written |
| Requesting Opinions or Advice From VVA General Counsel | President/Officers | To continue as written |
| Special Event Coordinator Policy | Board of Directors | Recommend revisions |
| Travel Policy | Finance Committee | To continue as written |
| Use of Restricted / Designated Revenue (RR/DR) | Finance Committee | To continue as written |
| Veterans Initiative Task Force Confidentiality and Sensitivity Policy | POW/MIA Committee | To amend |
| | | |

New Business

VVA Media Policy and Guidelines: Secretary Meeks made the following motion:

Motion 15

To approve the VVA Media Policy and Guidelines from the VVA Communication Department.

Vietnam Veterans of America Media Policy and Guidelines

(Approved January 2016)

Overview

Vietnam Veterans of America, Inc., is an established and highly respected Veterans Service Organization. The news media is frequently interested in VVA. We have a responsibility to be open and responsive to their information requests because the media are among the many ways perceptions of are formed of VVA and the work we do in the communities we serve.

Purpose

This policy exists to assure that information provided to the national media by the disclosed by Vietnam Veterans of America, Inc., is timely, accurate, comprehensive, authoritative and relevant. Adherence to this policy is intended to provide an effective and efficient framework to facilitate the timely dissemination of information.

Scope

This media policy applies to VVA National leadership and staff. This policy covers all external news media, including broadcast, electronic, and print.

Designation of Media Contact

The VVA Communications Department is designated as the initial media contact. The President of Vietnam Veterans of America, Inc., is the organization's chief spokesperson. The National

President may designate an individual to be a spokesperson on a particular issue due to their knowledge, experience, and expertise. The VVA Communications Director will work with that designated spokesperson to prepare for the media interview. Preparation may include developing talking points as well as counseling, training, and practicing for the interview.

When Contacted by a Member of the Media

When taking a call from the media, the same courtesy and professionalism in which we approach our members should be displayed toward the media. Please act quickly when approached by the media to ensure that the reporter's deadline is met.

What to Say: "Vietnam Veterans of America's policy is to refer all media inquiries to the VVA Communications Department. You can reach the Communications Director at 301-585-4000, Ext. 146."

Without objection motion passed.

Yes: 21

No: 0

Non Vote: 1

Not Present: 2

Policy on Use of the VVA & AVVA Marks & Logos: Secretary Meeks made the following motion:

Motion 16

To approve the amended VVA Policy on Use of the VVA & AVVA Marks & Logos from the VVA Communication Department.

Four minor revisions:

1. **Page 7, Item 2: VVA has been added as the registration is complete (don't know if you want to add any notes?)**
2. **Page 8, Item 9: The Veterans Initiative Design Mark has been updated; the original translation into Vietnamese of "Veterans Initiative" was by a former ARVN, and didn't accurately reflect the spirit of cooperation intended. The more recent translation is closer to the intent of the program's mission. This has no implications for the Trademark Registration and Copyright Office as the VI design mark is registered, but the full logo is not.**
3. **Page 8, Item 15: The Veterans Health Council Logo art was replaced with the updated version—and this version is the one registered with the copyright and trademark office.**
4. **Page 11: the Registration mark, "R," was added to the AVVA "Together Always" banner at the request of the AVVA president.**

Without objection motion passed.

Yes: 21

No: 0
Non Vote: 1
Not Present: 2

Honorary Life Membership Nominations: Secretary Meeks submitted a list of requests for honorary life membership:

Motion 17

Motion to approve the requests for Honorary Life Membership (HLM) that are listed below:

| Name | Requested By |
|-------------------------|---------------------|
| Elizabeth “Beth” Barnes | Chapter 391 (CA) |
| Richard “Dick” Pland | Chapter 391 (CA) |

Without objection motion passed.

Yes: 21
No: 0
Non Vote: 1
Not Present: 2

Meeting recesses for lunch: 12:00 pm

The meeting of VVA National Board of Directors reconvened at 1:03 pm and Vice President Four was excused because she had to leave.

Workshop on the Private Web Site: Quentin Butcher noted VVA officers, directors and committee chairs will receive an email regarding a password change for your account on VVA’s internal website <http://private.vva.org/>. Please login by using your name to replace the following. It is case sensitive so please make the first and last initial of your name uppercase.

Secretary Meeks submitted the following motion:

Motion 18

Motion to approve the requests for Honorary Life Membership (HLM) that are listed below:

| Name | Requested By |
|----------------------|---------------------|
| Sharon Martin | Chapter 1104 (KY) |
| Heather French Henry | Chapter 1104 (KY) |
| Steve Beshear | Chapter 1104 (KY) |

Without objection motion passed.

Yes: 20
No: 0

Non Vote: 1
Not Present: 3

Committee – Reports Only

Public Affairs – D. Howland – Verbal
Veterans Benefits – J. Rowan – Verbal
PTSD and Substance Abuse – Dr. T. Hall – Verbal
Women Veterans – S. Miller for K. O’Hare-Palmer – Verbal
Homeless Veterans - S. Miller – Verbal under Motions Only
Veterans Health Care – S. Wilson – Verbal
Government Affairs – P. Peterson – Verbal & written
Agent Orange/Dioxin – M. Kaderlik - Verbal
Constitution – L. DeLong – Verbal & written
Economic Opportunities – F. Barry - Verbal
Veterans Incarcerated – A. Manuel – Verbal
Minority Affairs - J. Yamamoto – Verbal
Veterans Against Drugs – D. Simmons - Verbal
POW/MIA – R. DeLong/G. Coates - Verbal & written
Membership Affairs – B. Meeks – Verbal & written

The meeting adjourned at 2:48 p.m.

Respectfully submitted,



Bill Meeks, Jr.
National Secretary
Approved: April 8, 2016