

# Montgomery County (MD) Commission on Veterans Affairs

Wayne Miller, Chair

Robert Koffman, Vice-Chair



# **Montgomery County (MD) Commission on Veterans Affairs**

The Montgomery County Commission on Veterans Affairs was established by County legislation in 2008 with the goal of the Commission to provide advice to the County Executive and County Council on the status of programs and services related to the needs of Veterans. Veterans have made an important contribution to the community by their service in the Uniformed and Armed Forces of this Nation. Montgomery County is committed to showing its commitment and support for all Veterans and their families.

# **Montgomery County (MD) Commission on Veterans Affairs**

## **DUTIES OF THE COMMISSION ON VETERANS AFFAIRS**

The Commission duties include:

- research, assemble, analyze and disseminate information and educational materials relating to activities and programs that will assist in meeting the needs of veterans and their families;
- institute and conduct educational and other programs, meetings, and conferences to promote the rights and opportunities for veterans;
- advise the Executive and the Council on the status of programs and services in the State and County related to the needs of veterans and their families; and
- assist in planning appropriate public acknowledgement of the contributions made by veterans and assist in planning commemoration activities recognizing the contributions made by veterans

# Montgomery County (MD) Commission on Veterans Affairs

## MEMBERSHIP

- 16 voting members serving in a volunteer capacity including:
  - 9 Veterans
  - 4 Public Member
  - 3 Ex-Officio Members representing Department of Health and Human Services, the County Executive, and Montgomery College

The Executive must invite a representative of the County's Congressional delegation who is either a member of the delegation or an individual designated to represent the delegation to be a non-voting member of the Commission. The Executive must also appoint a member from the Commission on People with Disabilities to be a non-voting member of the Commission.

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## MEETINGS

- All meetings are open to the public
- Meetings are held on the 3<sup>rd</sup> Tuesday of the month from 6:00 p.m. to 7:30 p.m. At time meetings are being held via zoom. Full Commission Meetings are not held in July and August. Date and time subject to change (as to accommodate days of major religious observances).
- Meeting minutes and meeting schedule times available online at: [www.montgomerycountymd.gov/cva](http://www.montgomerycountymd.gov/cva)
- Sign language interpreting services will be provided upon request with advance notice. If you need any other type of reasonable accommodation to participate in any of our meetings, please feel free to discuss this with staff

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## MEETING ATTENDANCE

- A member of a committee who misses more scheduled meetings or hearings than the number of allowed absences in a rolling calendar year, computed by the following table, or who misses 3 consecutive scheduled meetings, is automatically removed. Scheduled meeting or hearing means any meeting or hearing for which at least 7 days advance notice was given and which was held as scheduled.

Number of Meetings Held in One Year	Allowed Absences
1-4	1
5-8	2
9-12	3
13-16	4
17+	5

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## COMMISSION MEETING PROCEDURES

- Committee meetings may be conducted informally, but the parliamentary procedures of Roberts Rules of Order govern formal actions or decisions on controversial matters.
- The published agenda forms the structure of the meeting.
- Action Items - the business of the CVA is conducted by voting on action items.
- Notice of Meetings - advanced notice of all CVA meetings will be e-mailed prior to the meeting. E-mails will include the following:
  - Agenda
  - Meeting Summary Minutes of the previous meeting
  - Monthly Meeting and Event Calendar
  - Attendance Report
  - Other information as needed

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## COMMISSION PRESENTATIONS AND TOPICS OF CONCERN 2020

- Evaluating the Efficacy of a Service Dog Training Program for Military Veterans with PTSD
- Maryland Military Coalition Legislative Agenda
- Update on Veteran Health Care at Holy Cross Germantown Hospital, Holy Cross Silver Spring Hospital and Holy Cross Health Partners in Kensington
- Montgomery County COVID-19 Recovery Planning Framework, Roles and Responsibilities
- Fields 4 Valor
- COVID-19 Self-Care & Reach Campaign
- September is National Suicide Prevention Month
- Montgomery Parks Completes Fully Accessible Boat Launch at Seneca Landing - Next Steps
- Veteran Homelessness Update



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## MANDATORY TRAINING - MARYLAND OPEN MEETINGS ACT

- **Maryland Open Meetings Act (OMA) Training** - All BCC members (including ex officio members) and staff are required to take OMA training within 90 days of their confirmation or assignment to a BCC. The training takes approximately 2-1/2 hours, and consists of six training lessons. The training should be completed as soon as possible; however, if the participant can't complete the training all at once, it may be broken up into multiple sessions using the same computer. If you and your members have not already done so, please do the following:
- **Link to Maryland Open Meetings Act Training**  
[http://www.igsr.umd.edu/VLC/OMA/class\\_oma\\_intro1.php](http://www.igsr.umd.edu/VLC/OMA/class_oma_intro1.php)
- Fill out and print a certificate of completion of the training. Each individual trainee should complete their own certificate. **Certificates must be printed immediately upon completion of the training.** After the training is completed, the certificates will not be accessible.
- Each individual trainee should electronically scan and save their certificate.
- Each individual trainee should upload the certificate using the form on the BCC webpage. Individuals should complete the online form, which includes a field for the staff liaison's email address and generates an email to the staff liaison with the certificate attached. Staff liaisons should then track the participation of their BCC members. Below is a link to the form to upload a certificate:
- **Link to Upload Training Certificate of Completion**  
<http://www.montgomerycountymd.gov/boards/training/Certificate.html>

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## MANDATORY TRAINING - PARLIAMENTARY PROCEDURES

- **Parliamentary Procedure Training** - All BCC members (including ex officio members) and staff are required to take Parliamentary Procedure Training within 90 days of their confirmation or assignment to a BCC. The Training is online, and consists of viewing a short video, taking a quiz, receiving a certificate by email and uploading the certificate. If you and your members have not already done so, please do the following:
- **Link to BCC Parliamentary Procedure Training**  
<https://www.montgomerycountymd.gov/boards/training/parliamentary-procedures.html>
- Each individual trainee should electronically save the certificate received by email.
- Each individual trainee should upload the certificate received by email using the form on the BCC webpage. Individuals should complete the online form, which includes a field for the staff liaison's email address and generates an email to the staff liaison with the certificate attached. Staff liaisons should then track the participation of their BCC members. Below is a link to the form to upload a certificate:
- **Link to Upload Training Certificate of Completion**  
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# Montgomery County (MD) Commission on Veterans Affairs

## COMMISSION ACCOMPLISHMENTS

1. Commission staff were able to research those killed in action from the Gulf War, Vietnam War, Korean War, World War II and World War I. This website contents are on digital displays at the Rockville Memorial Library lobby and the Silver Spring Civic Building at Veterans Plaza in the front entry
2. The Warrior Canine Connection program of Walter Reed (<http://warriorcanineconnection.org>) made a presentation to the Commission and at the time they were located in Brookville, but had been told it needed to relocate. Mike Subin assisted the program in accessing DNR property and is now located at 14934 Schaeffer Road, Germantown, MD.
3. The Commission continues its fight against Veteran homelessness through its support of Veterans Affairs Supportive Housing (VASH) vouchers and the Zero 16 Campaign to End Veteran Homelessness.
4. The Commission supports the work of Serving Together, which is a collection of local community-based resources for veterans, service members and their families. Its goal is to provide clear guidance on how to access the care and support veterans need. This includes support during transition to the civilian world and job placement.

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## COMMISSION ACCOMPLISHMENTS

5. In observance of Veterans Day, 2014, the new Memorial Plaza located on the Government Complex Center Terrace between the new Courthouse annex and the Executive Office Building in Rockville along Route 28 was officially dedicated and the eternal flame unveiled on November 10.
6. In October 2015 County Cable Montgomery and the Commission launched a new monthly show called “Homefront” that provides information on topics and services for Veterans and their families living in the County
7. To honor our Veterans, the County, at the suggestion of the Commission, installed a digital TV display in the Rockville Memorial Library and a 55-inch digital display between the entry doors at the Silver Spring Civic Building at Veterans Plaza that show photos and names of those County residents from World War II to the present who were killed in action defending our Nation. The Silver Spring display also provides current announcements of Veteran- related activities. The Commission’s staff maintains this display.

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## COMMISSION ACCOMPLISHMENTS

8. The Honor & Gratitude Salute to Vietnam Veterans was held on October 24, 2015 at the Universities of Shady Grove. Over 200 Vietnam Veterans and a crowd of over 800 attended this event that honored the service of Vietnam Veterans and Vietnam Era veterans.
9. In June 2016 Joe Mornini, Executive Director, Team River Runner made a presentation on their Walter Reed kayaking program which takes place Sunday afternoons from May through November at Riley's Lock on the Potomac River. He explained how the boat launch area is not accessible and they often use the power boat launch which is not as safe as it should be. to construct it. The Commission work with MNCPPC and there is an accessible boat launch now at Riley's Lock
10. Through advocacy with the Maryland Department of Veterans Affairs a Veterans Benefits Specialist was hired by the State to serve Montgomery County Veterans. This person works full time and offers services at MVA.

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## COMMISSION ACCOMPLISHMENTS

11. On May 21, 2018 a Vietnam War Memorial was dedicated by County Executive Isiah Leggett at Memorial Plaza with the names of the 130 County residents who were killed in action or reported missing in action during the Vietnam War. Over 400 persons attending this event. Mike Subin, County Executive designee to the Commission was the MC of the event. Please go to [www.montgomerycountymd.gov/veterans](http://www.montgomerycountymd.gov/veterans)
12. The DC VA Medical Center hosted the official ribbon cutting ceremony for the new DC VA Community Based Outpatient Clinic (CBOC) on September 7, 2018. It is located at 15810 Gaither Drive, Gaithersburg, MD 20877 and has ample parking and easy access. It will be the first Department of Veterans Affairs primary health care clinic in the County offering health care services to the more that 36,000 Veterans living in the County and other Veterans in the surrounding area.
13. As of March 2020, the Office of Human Resource's merit hiring initiatives has led to the County hiring 286 Veterans, including 23 who have a disability.

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## PUBLICATIONS PROVIDED BY THE COMMISSION

- **Veterans Network Directory** - A directory of providers, agencies, and advocacy organizations that offer local, state and national resources for veterans, military service members and their families. Available online at [www.montgomerycountymd.gov/vnd](http://www.montgomerycountymd.gov/vnd)
- **Veteran Key Contacts and Other Resources** - Quick resource guide to key programs and resources for veterans and their families. Available online at [www.montgomerycountymd.gov/veterans](http://www.montgomerycountymd.gov/veterans), tab Directories
- For alternative formats of these call 240-777-1246, MD Relay 711 or email: [DHHSWebsite@montgomerycountymd.gov](mailto:DHHSWebsite@montgomerycountymd.gov)

# Montgomery County (MD) Commission on Veterans Affairs

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