

**MINUTES OF THE CITY OF HAWTHORNE VETERANS AFFAIRS COMMISSION**  
**February 24, 2020**  
**3:15 P.M.**

A MEETING OF THE Veterans Affairs Commission was held on Monday February 24, 2020, in City of Hawthorne, California.

**MEMBERS PRESENT:**

Kyle Orlemann  
Jim Robilotta  
Carol Steinhauer

**MEMBER(S) ABSENT:**

Ken Lester

**OTHER'S PRESENT:**

Asghar Tootla – HR Analyst

1. CALL TO ORDER

Chair Orlemann called the meeting to order at 3:15 p.m.

2. ROLL CALL

Commissioners Ken Lester excused, Jim Robilotta, Carol Steinhauer, Chair Orlemann

3. FLAG SALUTE

4. PURSUANT TO GOVERNMENT CODE SECTION 54954.3, THE FEBRUARY 10, 2020 VETERANS AFFAIRS COMMISSION AGENDA WAS POSTED AT CITY HALL, 4455 W. 126 STREET AT 3 PM ON WEDNESDAY, JANUARY 22, 2020

5. ORAL COMMUNICATION

NONE

6. WRITTEN COMMUNICATION

NONE

7. APPROVAL OF MINUTES – Motion – Stienhauer – Second by Robilotta

8. COMMISSION

9. COMMISSION'S DISCUSSION / ACTION ITEMS

Planning for Veterans Benefits Day – 2020 (April 18 – TBD)

- i. New flyer with updated verbiage to be going out soon after confirmation with Chair Orlemann;
- ii. Discussion of different presentations to be offered;

- iii. Discussion continued regarding Save-the-Date flyer marketing and communications;

#### Budget Update

- i. Complete – Everyone received their 2019 payments / w-2

#### Website and technical responsibilities

- i. Website reference change to new email address – waiting for Nellman to come on board to take on IT Duties

#### Open Business

- i. Meeting update: Vet Collaborative, Chair Orlemann gave update
- ii. Chair Orlemann updated and passed out various scholarships and event flyers coming up – flyers posted on city website
- iii. WLA Master Plan, CVEB, – no new comment;
- iv. VPAC, County Commission will be attending our event on June 10
- v. New meeting: Monday, March 2, 2020

#### 10. COMMISSIONER REPORTS / RECOMMENDATIONS.

#### 11. ADJOURNMENT. 4:03 PM