

Minutes for the Meeting of City of Hawthorne
Veterans Affairs Commission
November 19, 2018

Meeting Convened: 3:15 P.M.

- 1) Call to Order
 - a. Members Present: Commissioners' Lester, Moreno, Robilotta, Steinhauer, and Chair Orlemann.
- 2) Flag Salute, Pledge of Allegiance.
- 3) Pursuant to Government Code Section 54954.3, notice of posting Meeting: The November 19, 2018, Veterans Affairs Commission Agenda was posted at City Hall, 4455 West 126th Street, Hawthorne, CA on November 14, 2018 at 12:00 p.m.
- 4) Oral Communications: None.
 - a. *Councilwoman Valentine presented comments on the ceremony and suggested ways to improve attendance, including partnering with other groups consisting of younger veterans.*
- 5) Written Communications: None.
- 6) Approval of Minutes for the meeting of November 5, 2018. *Motioned by Comm. Steinhauer and seconded by Comm. Robilotta, approved by Commission 5-0.*
- 7) Commission's Discussion/Action Items:
After Action Review/Lessons Learned - 2018 Veterans Day Event
 - i. Attendance – dignitaries, veterans, honorees
 1. *Various suggestions were made to enhance attendance at the event, from daytime, to weekend prior, to partnering with other groups. Further decisions and discussion will occur in 2019.*
 - ii. Venue – layout, decoration, support
 1. *The MC decorations were well received and helped provide much of the positive feedback. Stage lights need replacing of burned out bulbs.*
 - iii. Entertainment – music, comedienne
 1. *Councilwoman Valentine suggested advertising the band by name to attract attendees.*
 - iv. Marketing/advertisement – FB – commission, city, word-of-mouth, County meetings, etc.
 1. *Extensive outreach was conducted so the Commission must determine approach to take for future events.*
 - v. Responsibilities/Roles – City, Commissioners, support required - *No discussion*
 - vi. Follow up actions:
 1. Thank You's to distinguished guests; recognition of sponsors (SoCal Gas)
 - a. *Councilwoman suggested a public Thank You at a Council meeting*

- vii. Budget analysis – preliminary revenue vs. expenses
 - 1. donations pending and to be solicited
 - a. Review of expenses shows a \$751 overage, assuming all pledges are received. City Council stipends are pending confirmation.*
 - b. Planned meeting pending with Pat Donaldson to reconcile expenses and issue payments to band, Chair Orlemann, Comm. Moreno, Sec. Gafney*
- viii. Fundraising Status – 501c3 – go forward? *No discussion*
- ix. City veteran proclamations pending - commission involvement or Chief only?
 - 1. Chair Orlemann asked Sec. Gafney to order the proclamation folders for Chief Ishii for presentation to HPD veterans who could not attend.*
 - 2. Discussion about providing VOTQ's attending with a copy of the "meet and greet" background video. Sec. Gafney will purchase flash drives and copy the video for the VOTQ's.*
- x. Photo results and approach
 - 1. About 140 photos are available on the photographer website (www.marvsphotography.com)*
- xi. Storage of HVAC material within City
 - 1. Sec Gafney volunteered the EOC until the radio room is cleaned out and the antechamber is available*

8) Open Business

- i. Meetings update: Oversight Board, Veteran Collaborative, WLA Master Plan, CVEB
 - 1. Chair Orlemann emphasized Nov 27 VA meeting; no one presently available*
- ii. Upcoming meetings; next meeting Dec 3; topics of interest
 - a. Scheduled next meeting for Jan. 7, deferred December meetings*
- 2. Benefits Day for 2019
 - a. Scheduled for April 13 subject to availability at MC.*

9) Commissioners Report/Recommendations: None

10) Adjournment: 4:26 p.m.