

# CITY OF HAWTHORNE

## VETERANS AFFAIRS COMMISSION

### Meeting Minutes

Erika Lampkin, Human Resources Director  
Jose Saldana, Police Sergeant



4455 W. 126th Street, Hawthorne, CA 90250

Chairperson Faye Johnson  
Vice – Chair Stephen Nellman  
Commissioner Kyle Orlemann  
Commissioner Carol Steinhauer  
Commissioner Daniel Lucero

## CITY OF HAWTHORNE VETERANS' AFFAIRS COMMISSION

### Meeting Minutes DATE September 18, 2023

PURSUANT TO GOVERNMENT CODE SECTION 54954.3, THE AGENDA WAS POSTED AT CITY HALL BULLETIN BOARD AT 4455 W 126<sup>TH</sup> STREET ON THURSDAY, September 14, 2023 AT 4:00PM.

Chairperson Johnson called the Veteran's Commission meeting to order at 4:04 pm.

#### **Roll Call: Four members present**

**Present:** Chairperson Faye Johnson, Stephen Nellman, Kyle Orlemann, Carol Steinhauer

**Absent:** Commissioner Daniel Lucero

**Staff Present:** Sgt. Saldana, Erika Lampkin/HR Director

**Flag** – Commissioner Orlemann led the flag salute.

- 1) **Oral Communication: None**
- 2) **Written Communications: None**
- 3) **Approval of Minutes** – Meeting of August 21, 2023

Moved to approve by Chairperson Johnson; 2<sup>nd</sup> by Commissioner Nellman  
Yes Votes – Commissioners Johnson, Nellman, Orlemann, Steinhauer

#### 4) **Secretary's Report**

- No report

#### 5) **Commissioners' Discussion/Action Items**

- A. **Web Page:** To be discussed at next meeting. Commission is to look over website and bring back input on any changes. Veterans Affairs Website: Erika Lampkin requested that the commission review the website and email changes and corrections to the city.
  - Facebook: Can be accessed by commission. Will be updated.
  - Vice Chair Nellman proposed to have basic information on city web page and refer

the webpage to the Facebook page.

- Commissioner Orlemann proposed to have Hawthorne VA Benefits updates on the city page and to run everything else through the Facebook account.
- Chairperson Johnson motions to make the Hawthorne VA Facebook page the primary updated page and to make the city website static with Vice Chair Nellman 2<sup>nd</sup>
  - Yes Votes. Commissioners Johnson, Nellman, Orlemann and Steinhauer

B. *Events/Outreach*: Chairperson Johnson received documents and paperwork from former Commissioner Neil Gaffney. The documents have fundraising contacts that were utilized in the past. We will use this information to start planning events. Vice Chair Nellman proposed a Veteran of the Quarter program and to try to do low cost items like scheduling visibility of the Commission at various city events.

- Motivational and Educational Speaker Frank Rubio: Date of March 8th for the event was confirmed by Chairperson Johnson. Will contact Commissioner Lucero and ask if the Commission could have VA Benefits and Vendor Booths to this event.
- Meetings that should be regularly attended by VA Commission
  - Vice Chair and Commissioner Steinhauer attend the Presidents Council meeting on the first Monday of every month.
  - The Presidents Council Community Dinner will be held at the Memorial Center on October 19, 2023 at 5pm.
  - The Hawthorne VA Commission to reach out to HOA's in the city and attend their meetings for outreach.
  - Vice Chair Nellman to ask the Presidents Council's Secretary for their list of contacts from their directory.
- The VA Commission should have a booth at every large city event.  
Moved to approve by Chairperson Johnson; 2<sup>nd</sup> by Commissioner Orlemann  
Yes Votes – Commissioners Johnson, Nellman, Orlemann, Steinhauer

C. *Legislative Updates* –

- New VA Secretary (Tanya Bradsher) appointed by the Senate.
- Commissioner Steinhauer to look into end of life VA benefits program
- Commissioner Orlemann to send HR Director Lampkin email regarding PACT ACT Benefits
- Chairperson Johnson requested a Brown Act Briefing
- Veterans Benefits Books to be brought to the commission
  - Commissioner Orlemann to bring the VA Benefits book from the State
  - Commissioner Steinhauer to bring the VA Benefits book from the Feds

D. *World Fest Report*

- Booth was cancelled because no one was available to help man the booth

E. *Inventory Report*

- Two Space Force Flags purchased by Commissioner Orlemann
- Two more flags need to be purchased
- Lighting was found that can be used for events
- Commissioner Orlemann proposed that the Commission lend the lighting to the local VFW for an upcoming event.  
     Moved to approve by Commissioner Orlemann; 2<sup>nd</sup> by Chairperson Johnson  
     Yes Votes – Commissioners Johnson, Nellman, Orlemann, Steinhauer

F. *Fundraising* –

- Requested the city provide names and contact information of local businesses to help with fundraising
- Request a name of military veterans in the city
- Commissioner Orlemann to be in charge of fundraising

G. *Military & Veterans name list*

- *No report*

H. *Review of proposal to City Council for Military Banners:*

- To have the name of person who donated printed on the banners
- Separate banner for organizations that donate
- Request a city line item so that organizations can donate to this program
- Chairperson Johnson will present to the city council on 9/26/23 regarding the program

I. *Calendar of Events for Commissioners to attend*

- Discussed in Events/Outreach

**6) Commissioner Reports/Recommendations**

- Painted US Flag to be removed from city hall parking lot
- Order of Military Flags when presented:
  - Army
  - USMC
  - Navy
  - Air Force
  - Space Force
  - Coastguard

**7) Adjourn**

- Chairperson Johnson adjourned the meeting at 5:40 pm.

The next meeting will be held on October 2, 2023 at 4:00pm.