

**Board of Veterans Services
Meeting Minutes
January 7, 2008**

A meeting of the Board of Veterans Services (BVS) was held on Monday, January 7, 2008 at the American Legion Department of Virginia in Richmond.

Members Present

John Anderson; Vince Burgess; Mark Cole; Kirk Cox; Paris Davis; John Edwards; Pat Green; Thad Jones; Al Sample; Bettye Simmons; Judson Stanley; Max Taylor; Vivian Watts; and Sam Wilder.

Members Absent

Paul Galanti; Samuel Metters; Jay O'Brien; and Frank Wickersham.

Commonwealth of Virginia Officials Present

Anne Atkins, Communications Director, Department of Veterans Services; Bert Boyd, Chief Operating Officer, Department of Veterans Services; Steve Combs, Director of Policy and Planning, Department of Veterans Services; Rhonda Earman, Special Assistant to the Commissioner, Department of Veterans Services; Don Ferguson, Assistant Attorney General, Office of the Attorney General; Jack Hilgers, Development Coordinator, Virginia Department of Veterans Services; Martha Mead, EO 19 Project Director, Department of Veterans Services; Sandra Ranicki, Administrator of the Sitter & Barfoot Veterans Care Center, Department of Veterans Services; Armistead Ransone, Finance and Administration Director, Department of Veterans Services; Judith Reid, IT Program Assistant, Department of Veterans Services; and Dawn Smith, Assistant Secretary of Public Safety.

Others Present

Tom Anderson, Joe Carr, Zane Clark, Cary Ford, Allen Murray, Roger Overstreet, Roger Sullivan and Ben Walker; and Anne McDonnell, Executive Director, and Jennifer Clarke, Statewide Resource Coordinator, of the Brain Injury Association of Virginia.

Materials Distributed

Meeting agenda; draft minutes of the September 10, 2007 meeting; excerpts from the Commonwealth of Virginia Executive Biennial Budget 2008-2010; draft policy for inter-relationships between DVS boards and councils; Care Centers Subcommittee Report; Summary of Board of Veterans Services July 16, 2007 Board Retreat; Budget and Strategic Planning ad hoc Subcommittee Action Plan for DVS Opportunities for Achievement During the Next Five Years; July 16, 2007 BVS Retreat Strategies for DVS Achievement; and July 16, 2007 BVS Retreat Strategies for DVS Achievement Initiative Assessment Form.

Call to Order

With 11 of 18 members present, Vice Chairman Stanley called the meeting to order at approximately 11:40 a.m. Delegate Cox arrived shortly after the meeting began. The membership and guests recited the pledge of allegiance to the American flag.

Approval of Minutes

A **motion** was made by Bettye Simmons, seconded by Pat Green, and passed unanimously to approve the minutes of the September 10, 2007 meeting, as drafted.

Department of Veterans Services Initiatives

Commissioner Burgess began his report by asking some of the DVS staff present to provide updates on key initiatives.

Sitter & Barfoot Veterans Care Center (SBVCC). SBVCC Administrator Sandra Ranicki reported that the SBVCC had received its licensure from the Virginia Department of Health (VDH) on January 3 and accepted its first residents on January 7. Ms. Ranicki also reported that the VDH Office of Licensure and Certification (OLC) is responsible not only for state nursing home licensure, but also contracts with the Centers for Medicare and Medicaid (CMS) to ensure that state health care facilities meet CMS operating standards. Ms. Ranicki said that OLC wants the SBVCC to have at least 4-5 residents in house prior to an on-site CMS certification inspection. Ms. Ranicki noted that arrangements have been made to admit these first few residents, so the CMS inspection should take place soon. Once the CMS inspection has taken place, the SBVCC will receive its Medicare/Medicaid certification. Ms. Ranicki explained that the United States Department of Veterans Affairs (VA) also will do an on-site inspection, but that that inspection will not occur until the SBVCC has at least 20 residents in house. Ms. Ranicki noted that, once the VA inspection occurs, the SBVCC will receive VA certification as well. Ms. Ranicki advised that once the CMS and VA certifications are received, then qualifying SBVCC residents will be able to use Medicare/Medicaid or VA benefits to pay for or offset the cost of their care.

Delegate Cole asked if DVS had publicized the opening of the SBVCC. Commissioner Burgess responded that news releases and notices to Veterans Service Organizations (VSOs) had not yet be distributed, but that DVS plans to do so. Ms. Ranicki said she and some of her staff have spoken at meetings of several VSOs to make their memberships aware of the new center and plan do more of this type of outreach in the future. Delegate Cole suggested that, at the least, DVS should distribute a new release to all major media outlets stating the center is open for business and use the opening as a publicity and outreach tool for DVS.

Ms. Simmons asked if the center is fully staffed, and Ms. Ranicki responded that all management staff have been hired, and that sufficient nursing and clinical staff are in place to meet residents' care needs, with additional recruitment ongoing. Mr. Davis asked whether veterans have applied for positions at the SBVCC, and Ms. Ranicki stated that she was not sure of the number of veterans who have applied for employment, but that veterans comprise a portion of the SBVCC staff.

Ms. Ranicki invited everyone to stop by the SBVCC for a visit.

APA Audit of Agency Operations for the Period April 1, 2006 through June 30, 2007. Commissioner Burgess reported that the Auditor of Public Accounts (APA) had just completed its audit and that the formal report should be available within the next two weeks. Armistead Ransone said that the major findings are essentially continuations of 15 findings from the previous year's audit. Mr. Ransone stated that of that number, one has been completely resolved; five have had substantial progress in being resolved; and the remaining nine are in the progress of being resolved. Mr. Ransone emphasized that most of the corrective actions have been made, but that policies and procedures documenting the actions still need to be completed. Mr. Ransone explained that DVS is working to complete its own, internal audit using the Commonwealth's "Agency Risk Management and Control Standards" (ARMICS) review process, which requires written documentation of all internal procedures. Mr. Ransone reported that DVS has completed Phase I of the ARMICS process, which involves assessing operations; that Phase II, which involves identifying weaknesses is ongoing; and that DVS has targeted September 2008 as the

Board of Veterans Services Meeting Minutes
January 7, 2008

target date for completion of Phase III, which involves documenting and correcting deficiencies found in Phases I and II. Mr. Ransone stressed that, once the ARMICS process is complete, all APA audit findings will be corrected.

Commissioner Burgess promised to provide its action plan for correcting the audit deficiencies to the Board, with status reports every 90 days.

Study on the Need for Additional Veterans Cemeteries. Commissioner Burgess reported that the study conducted for DVS by the Weldon Cooper Center for Public Service at the University of Virginia completed its work in November, and that the study is posted on the DVS web site. Commissioner Burgess noted that the study identified a potential site for a fourth veterans cemetery, in addition to the two existing cemeteries in Amelia and Suffolk and the one planned for Dublin. Commissioner Burgess advised that the site identified for the fourth cemetery is in Nelson County.

Governor's Budget Proposal for DVS. Commissioner Burgess reported that the Governor has proposed in his budget package to transfer the Virginia War Memorial from the Administration Secretariat to the Public Safety Secretariat, and specifically to DVS. Commissioner Burgess also reported that the budget proposal also supports the Wounded Warrior Mental Health Initiative and the TurboVet project, along with other items.

Mr. Stanley stated that the proposal to transfer the War Memorial to any other department may not be well received by the War Memorial's Board of Trustees. Mr. Stanley asked everyone in attendance to look at the latest schematics for the proposed Paul and Phyllis Galanti Education Wing at the War Memorial before they left the meeting.

Pre-Registered Public Comment

Roger Sullivan asked about the monthly charge for a resident to stay at the SBVCC. Ms. Ranicki responded that the private pay fee is \$205 per day, but that once the CMS and VA certifications are received, Medicare/Medicaid and VA payments will offset that charge for those who qualify. Mr. Sullivan then asked about the \$66 VA per diem. Ms. Ranicki responded that the SBVCC would have to the VA certification before the per diem can be received. Mr. Sullivan asked if the VA per diem would be retroactive for those residents who qualify for it, but are admitted before the VA certification is received. Ms. Ranicki responded that she does not believe the payment would be retroactive.

Mr. Sullivan then asked about indefinite contracts for residents who are 70-100% disabled. Ms. Ranicki responded that she had inquired about how the VA would implement that program at the SBVCC, but she has not yet received a response to her inquiry.

Mr. Sullivan then said he understood that approximately \$650,000 of revenues generated by the Virginia Veterans Care Center (VVCC) was used to fund the SBVCC. Ms. Ranicki responded that the practice of funding the initial opening costs of a new facility with revenues of an existing one, or from the organization that the facilities are a part of, is typical. Mr. Sullivan asked if those initial opening funds would be repaid, and Commissioner Burgess responded that funds generated by the VVCC do not belong to the VVCC, but to DVS for the operations of its care centers. Mr. Sullivan suggested that, if there is a surplus of funds at VVCC, then residents there are being charged too much. Mr. Ranicki noted that once the SBVCC admits more residents, it will be able to cover its own operational expenses. Mr. Sullivan noted that the care centers have no mortgage, and asked what residents would be charged if the

Board of Veterans Services Meeting Minutes
January 7, 2008

care centers had to cover the cost of a mortgage. Commissioner Burgess emphasized that funds expended for the start-up of the SBVCC were to ensure its residents receive quality care. Ms. Ranicki emphasized that the SBVCC will be operated in accordance with VA standards for state homes, which are higher than state and federal standards, e.g., number hours per day a registered nurse is required to be on duty. Mr. Green noted that the SBVCC cost is probably lower than what a patient would pay in other nursing facilities, and that the care is probably better.

Mr. Sullivan then asked why the Richmond Benefits Services office had been relocated to the Virginia Veterans Cemetery in Amelia. Bert Boyd responded that the relocation of the office has not changed the Veterans Service Representative's (VSR) service area; that the Amelia location is simply a base; and that she services several itinerate locations, including the American Legion Department of Virginia and the VA Vet Center in Richmond. Mr. Boyd noted that the relocation also eliminates the cost of rental space for the office, and cited the shift in veterans seeking assistance from the McGuire VA Medical Center office, which is staffed with two VSRs and has better parking facilities, as opposed to the former downtown location that had only one VSR and few parking options. Mr. Sullivan responded by citing an earlier attempt by DVS to service Richmond veterans from an itinerate point at the Department of Motor Vehicles headquarters, without almost no success.

Delegate Cox asked that for future veterans care centers, DVS do a better job planning for the licensure and certification process, noting that the delay in getting the SBVCC opening gave the perception that a facility was sitting vacant for several months without residents being admitted. Commissioner Burgess agreed and said that DVS will prepare a "lessons learned" summary from the SBVCC opening and provide it to the Board.

Mr. Stanley noted that because the Virginia Veterans Cemetery is hard to find, due to directional road signage being insufficient, veterans might have difficulty getting claims assistance from the Benefits Services office there. Mr. Boyd responded that most of the veterans who go to the Amelia Benefits Services office are from the Amelia area, and, therefore know where that office is. Mr. Boyd added that veterans in the Richmond area typically will seek assistance from the Richmond itinerate points or at the McGuire VA Medical Center office, not the Amelia office.

Wounded Warrior Mental Health Initiative

Martha Mead began her report by explaining that she had been working with the Joint Leadership Council of Veterans Service Organizations (JLC) in developing the Wounded Warrior Mental Health Initiative, which was a result of several discussions earlier this year about the need for the Commonwealth to develop a plan for addressing the needs of troops returning from service and combat duty, particularly those with Post Traumatic Stress Disorder (PTSD) and Traumatic Brain Injury (TBI). Ms. Mead noted that DVS staff initially met with representatives of the VA and the Community Services Boards (CSBs) to get input for the initiative. Ms. Mead said that in addition to working with the JLC on the initiative, the Brain Injury Association of Virginia (BIAV) is cooperating with DVS to develop an action plan. Ms. Meade noted that Delegate Cox will patron a bill and budget amendment during the 2008 General Assembly session in support of the initiative. Ms. Meade explained that if passed, the legislation would authorize the Commissioner of Veterans Services to establish a program addressing the needs of veterans with PTSD and TBI, requiring cooperation by the Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS) and the Department of Rehabilitative Services (DRS), which also have provided input into the plan. Ms. Mead said that, once she has received input from the Department of Military Affairs, DVS will share with the Board a

concept paper on the initiative and how it would be implemented. Ms. Mead said that the VA estimates that about one third of those returning from combat duty have some level of PTSD, and that other research indicates that an even greater number of National Guard and Reserves troops suffer from the disorder.

Ms. Mead emphasized that the goal of the initiative is not to duplicate resources already available, but to coordinate those resources on a state-wide basis. Ms. Mead explained that under the proposed plan, there would be a state-wide coordinator within the Department of Veterans Services responsible for overseeing and coordinating services, and one district coordinator in each of the three DVS benefits services districts. This state-wide initiative would coordinate the services of the VA, CSBs, BIAV, DRS, DMHMRSAS and any other existing resources that provide mental health services in Virginia. JLC Chairman Sam Wilder added that private funds also are being sought to support the initiative.

Ms. Simmons suggested that the leadership of active duty military installations in Virginia also be included in the discussions for this initiative. Mr. Anderson added that he understands that there is a disproportionate number of female troops that suffer from PTSD, and that the Virginia Tech tragedy demonstrates that the Commonwealth needs to ensure that those in need of mental health services receive them.

Draft Policy for Inter-relationships Between DVS Boards and Governor's Budget Proposal

Steve Combs asked that the Board review the draft policy in the agenda packets for discussion and action at the next Board meeting.

Mr. Combs drew attention to the handout relating to the Governor's budget proposal for the 2008-2010 biennium, highlighting some of the items relating to DVS. Mr. Combs explained that the proposal does not contain much in the way of increased operational funding, with the major administrative item being transfer of the Virginia War Memorial to the Public Safety Secretariat and DVS, which is designed to better align the mission and goals of the Memorial and DVS. Mr. Combs said that other items include funding for an addition to the SBVCC, as well as construction of a new care center in Hampton Roads and funding to support the Southwest Virginia Veterans Cemetery. The proposal also includes funding for a fourth care center in Northern Virginia, along with authority to seek a federal grant for pre-installed vault liners at Virginia veterans cemeteries.

On behalf of the JLC, Mr. Wilder requested that the Board approve the JLC's proposal that the Veterans Services Foundation Board of Trustees (VSF) undertake the Wounded Warrior initiative as its primary fundraising objective, with the goal of raising at least \$500,000 for it the first year. Mr. Stanley suggested that it might be difficult to raise these funds, since the VSF is not a 501(c)(3) organization under Internal Revenue Service (IRS) regulations, and most donors would be reluctant to make a donation to the Commonwealth. Assistant Attorney General Don Ferguson responded that, based on earlier discussions between the Office of the Attorney General and the VSF, it was decided that there was no need to pursue 501(c)(3) status with the IRS, since donations made to the Commonwealth are tax deductible. Mr. Ferguson stressed that although donors may want to have the 501(c)(3) status before a donation is made, there is no legal impediment to donors receiving a tax deduction when donating to an entity of the Commonwealth.

Mr. Green asked what guarantee DVS can make to prospective donors that donations will be used for the purpose intended, and not placed into the state's General Fund. Mr. Ferguson responded that the

VSF enabling statute may provide that the Veterans Services Fund (the Fund) is a non-reverting fund. It also was noted that the VSF also is a restricted fund.

A **motion** was made by Pat Green, and seconded by Delegate Cole that the Board recommend to the VSF that donations to the Fund will be expended only for the purpose donated, and that the VSF raise at least \$500,000 the first year for the Wounded Warrior initiative. Discussion followed, including recent media stories drawing attention to the fact donations made to some veterans organizations are not being used for the purpose donated. Senator Edwards emphasized that in the existing VSF statute, and proposed amendments to it, it is clear that the VSF would have authority to develop dedicated, non-reverting revenue sources for the Fund. Mr. Wilder emphasized that most of the proposed fundraising will be done by volunteers, including VSF members and VSOs, eliminating most of the overhead costs typically incurred by this type of fundraising, including paid solicitors. Delegate Watts asked if the information on the Fund's financial records will be available to the public. Commissioner Burgess responded that DVS has to report this information to the VSF, and would be glad to provide it to the Board if they want it. Accordingly, Delegate Watts **amended the motion**, adding that a financial report on the Fund will be provided to the Board. Pat Green agreed to the amendment, it was seconded by Al Sample, and the motion passed unanimously.

Subcommittee Reports

Benefits Subcommittee

Mr. Sample began his report by saying the Subcommittee has been focusing on two specific initiatives, including better access to benefits through the TurboVet project, which will provide quicker and more efficient claims processing; and workforce development that would define and increase employment opportunities for Virginia veterans.

Mr. Sample explained that the Governor has established a Veterans Workforce Development Taskforce, which is comprised of public and private partners with the intent of bringing the job to the veteran, and requiring the private and public sectors to give hiring preference to veterans. Mr. Sample said this an initiative of the Secretary of Public Safety, and that Board members Bettye Simmons and Delegate Vivian Watts serve on the Taskforce.

Care Centers Subcommittee

Mr. Jones began his report by calling attention to the Subcommittee Report in the agenda packets, highlighting the Commissioner's 2007 Annual Report to the Governor and General Assembly, with special emphasis on veterans care centers information, DVS outreach and quality of life initiatives. Mr. Jones also called attention to the JLC's support of the Wounded Warrior initiative and cited statistics relating to appropriations and expenditures for both care centers through October 31, 2007.

Mr. Jones thanked Roger Sullivan for his advocacy with respect to the SBVCC project.

Cemeteries Subcommittee

Pat Green began his report by saying that the effort to improve roadway signage for both cemeteries is ongoing and drew attention to the recently completed study, *Meeting the Memorial Needs of Virginia Veterans: An Analysis of Existing and Proposed Cemetery Sites* prepared for DVS by the Weldon Cooper Center for Public Service at the University of Virginia (the Center). Mr. Green advised that the study found that Nelson County would be an appropriate site for a fourth cemetery.

Board of Veterans Services Meeting Minutes
January 7, 2008

Mr. Green advised that the report cited a 20% increase in the number of cremations over full-body ground burials statewide, and noted that some national cemeteries are near capacity and will shut down in the next few years.

Mr. Green said that the National Cemeteries Administration's criteria for considering construction of a new national cemetery includes a certain number of veterans populating a 75-mile geographic radius. Mr. Green suggested that the Board consider a future resolution supporting similar criteria for state veterans, but with a 50-mile radius.

Mr. Green advised that a contract is in the process of being executed, that will provide services to move the fence surrounding the Radford Army Ammunition Plant where the Southwest Virginia cemetery will be constructed. This relocation will allow all of the Southwest Virginia cemetery property to inside the fenced area. Mr. Green noted that once the fence has been relocated, a land transfer ceremony will occur, probably sometime in mid-to-late May, but the legal transfer probably will occur some time in March. Mr. Green said all Board members and anyone else who was instrumental in getting the Southwest Virginia cemetery off the ground will be invited to the ceremony.

Senator Edwards asked what the recommendation for Nelson County as the location for the next cemetery was based on. Mr. Green responded that that recommendation was based primarily on the void that will be created by the anticipated closure of the Culpeper national cemetery, leaving the south central region of Virginia unserved by a veterans cemetery. Mr. Green noted that since Nelson County is in the geographic center of that region, it was chosen as the recommended site. Mr. Combs added that demographics software was used by the Center to determine the number of unserved veterans based on the 50-mile radius factor, and Mr. Green noted that the Center also considered the cost to purchase land in its recommendation.

Budget and Strategic Planning ad hoc Subcommittee

On behalf of Subcommittee Chairman Sam Metters, Bettye Simmons asked Steve Combs to present the Subcommittee report and the strategic planning priorities identified at the July Board retreat. Mr. Combs called attention to the handouts in the agenda packets addressing DVS strategic planning opportunities including the Retreat summary, the DVS Action Plan for achievement over the next 5 years, the DVS strategies for achievement, and the assessment form to be used for achievement initiatives. Mr. Combs asked that the Board approve the updated timeline in the Action Plan, and the Initiative Assessment Form. Mr. Combs explained that the achievement opportunities are categorized into short- and long-term initiatives, whether they would require legislative and budget support, or whether they can be accomplished by Executive Order.

Mr. Combs noted that Item 4 on the Action Plan provides for a common framework to analyze each of the Retreat initiatives, and said that these analytical tools could be rank ordered by the Board.

A **motion** was made by John Anderson, seconded by Al Sample, and passed unanimously to approve the timeline and assessment form.

Legislative Report

Delegate Watts reported that she is supporting a measure that would improve the Medicaid reimbursement to health care providers, as well as a measure to improve staffing standards for state

nursing homes, in the upcoming General Assembly session. Delegate Watts said she also would support measures that would improve mental health services (including substance abuse services) and reduce the wait time for receiving these services; as well as measures that would address domestic violence issues. Delegate Watts asked whether DVS had addressed the issue of pay differential for DVS VSRs in the Northern Virginia region. Commissioner Burgess said DVS has drafted a Benefits Services pay plan that it will soon present to the Department of Human Resource Management (DHRM) for approval, which would address the pay differential and build in pay incentives for VSRs to receive training and certification. Delegate Watts asked whether a budget amendment would be needed to support the plan and Commissioner Burgess responded that one probably would be needed but was not sought, because the plan had not yet been approved by DHRM. Delegate Watts asked that DVS work with her on such a budget amendment.

Senator Edwards stated that reform of the mental health system will be at the forefront of the upcoming legislative sessions because of the Virginia Tech tragedy. Senator Edwards stressed the importance of the Commonwealth developing a way to deal with those who have mental health issues, including PTSD related to combat duty. Senator Edwards also stressed the importance of increasing the Medicaid reimbursement rate, which will help qualifying veterans at Virginia's veterans care centers and relieve the burden on private pay residents which subsidize the Medicaid shortfalls. Senator Edwards said there also will be legislation introduced that would expand the Veterans Service Foundation Board of Trustees from eight members to sixteen, a measure that is designed to increase fundraising activities.

Delegate Cox stated he would patron a bill and budget amendment for the Wounded Warrior program, and also will sponsor measures that would provide for \$500,000 for the War Memorial Education Wing, once \$1 million in private funds have been raised. The War Memorial measure would help keep the education wing project moving forward.

Delegate Cole said he will patron measures in support of the TurboVet project, as well as a measure to provide incentives to health care providers to accept TriCare patients.

JLC Chairman's Report

Sam Wilder began his report saying that this year, the JLC Annual Report was e-mailed to all state legislators, in an effort to make them aware of the existence of the JLC, its mission and objectives. Mr. Wilder noted that the report contains the JLC's 2008 Legislative Objectives, listed in priority order. Mr. Wilder said some of the key objectives include TurboVet, support for the Guard and Reserve as it related to child custody matters, the War Memorial Education Wing and Wounded Warrior.

Mr. Wilder also reported that JLC will hold its first ever "Day on the Hill" on January 14.

Open Public Comment and Roundtable Discussion

Jennifer Clarke said the BIAV has been assisting the civilian population with brain injuries for many years and is very interested in assisting military servicemen and women with brain injuries as well. Ms. Clarke distributed to attendees a BIAV brochure and flyer and invited everyone to contact the BIAV with any questions or input they may have.

Tom Anderson stated most Virginia veterans are not aware of the JLC, because the written materials distributed by VSOs to their memberships do not mention it. Mr. Wilder responded that the JLC has been working for some time to get the VSOs to make their memberships aware of the JLC with some

Board of Veterans Services Meeting Minutes
January 7, 2008

success, including MOAA, which posts JLC information on its web site. Mr. Anderson suggested that DVS should hold meetings inviting veterans, in order to obtain their input as to what they want the JLC to do. Mr. Wilder responded that he has invited the Virginia Veterans Coalition to join the JLC, and Commissioner Burgess added that the JLC will be involved in upcoming town hall meetings sponsored by DVS. Mr. Green advised that it is the responsibility of the VSO representative serving on the JLC to make the leadership of their organizations aware of the JLC for passing on to the membership. Mr. Green urged Mr. Anderson to make the leaderships of the VSOs he is a member of aware of the JLC and its work.

With respect to the Action Plan for DVS Achievement, Mr. Anderson asked why it would take five years for DVS to complete these items, especially as the Plan relates to benefits services to Virginia veterans. Commissioner Burgess responded that increasing access to benefits is something that is ongoing, and that the 5-year plan is merely a performance measure and goal. Mr. Anderson stressed the importance of DVS making discharging servicemen and woman aware of the assistance that is available to them through DVS. Commissioner Burgess said that DVS has increased its presence at VSO conferences and that DVS representatives attend TAP briefings. Commissioner Burgess added that DVS also has reached out to military base commanders in an effort to increase awareness.

Mr. Sullivan asked whether anyone from DVS was present for the return of a National Guard unit in Fredericksburg the preceding Saturday. Commissioner Burgess responded that he was not sure. Pat Green asked whether the Department of Military Affairs (DMA) informs DVS when National Guard and Army Reserves units return from combat duty. Commissioner Burgess responded that DMA does not, but that that issue would be addressed at a meeting with DMA later that day.

Scheduling of Next Meeting and Adjournment

The next meeting was scheduled for April 14, 2008, 11:00 am, at the American Legion Department of Virginia, subject to the availability of the facility. There being no further business, the meeting was adjourned at approximately 2:10 p.m.