

Agenda

CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS



Date: Wednesday, April 17, 2024
Time: 6:00 p.m.
Location: City Hall, Bldg. C, Conference Room B-111
276 Fourth Avenue, Chula Vista

Veterans Advisory Commission Regular Meeting

Public Comments: Public comments may be submitted to the Veterans Advisory Commission in the following ways:

- **In-Person comments during the meeting.** Join us for the Veterans Advisory Commission meeting at the time and location specified on this agenda to make your comments. Each person will be allotted three (3) minutes to address the Commission.
- **Submit an eComment.** Visit www.chulavistaca.gov/boardmeetings, locate this meeting and click on the comment bubble icon. Click on the item you wish to comment on, and then click on "Leave Comment."
- **Mail or email comments.** Submit comments via email to VAC@chulavistaca.gov or by mail to Veterans Advisory Commission, 276 Fourth Ave, Chula Vista, CA 91910.

The commenting period will close at noon on the day of the meeting. All comments will be made available to the Commission and the public.

Accessibility: *Individuals with disabilities are invited to request modifications or accommodations in order to access and/or participate in a Veterans Advisory Commission meeting by commission staff at VAC@chulavistaca.gov (California Relay Service is available for the hearing impaired by dialing 711) at least forty-eight hours in advance of the meeting.*

1. CALL TO ORDER**2. ROLL CALL**

Commissioners Akana, Castro, Martinez, Pine, Stewart, Williams

3. PUBLIC COMMENTS

Persons may address the Commission on any subject matter within the Commission's jurisdiction that is not listed as an item on the agenda. State law generally prohibits the Commission from discussing or taking action on any issue not included on the agenda, but, if appropriate, the Commission may schedule the topic for future discussion or refer the matter to staff. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.

4. PRESENTATIONS

The following item(s) will be presentations given to the Commission. Action on these item(s) is typically limited to the Commission receiving the presentation and providing direction or feedback to staff, as appropriate. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.

4.1 MILITARY RE-INTEGRATION PROGRAM PRESENTATION BY COMMISSIONER STEWART

Commissioner Stewart to give out a presentation about the Military Re-Integration Program.

5. ACTION ITEMS

The Item(s) listed in this section of the agenda will be considered individually by the Commission and are expected to elicit discussion and deliberation. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.

5.1 APPROVAL OF EXCUSED ABSENCE OF COMMISSIONER CASTRO FROM SPECIAL MEETING OF MARCH 4, 2024

4

Recommended Action:

Commission to approve the excused absence form of commissioner Castro.

5.2 APPROVAL OF SPECIAL MEETING MINUTES OF MARCH 4, 2024

5

Recommended Action:

Commission to approve meeting minutes.

5.3 APPROVAL OF REGULAR MEETING MINUTES OF JULY 19, 2023

8

Recommended Action:

Commission to approve meeting minutes.

5.4 REPORT FROM VETERAN OF THE YEAR SUBCOMMITTEE

10

Subcommittee to give our a report of their work progress.

OTHER BUSINESS

6. STAFF COMMENTS

7. CHAIR'S COMMENTS

8. COMMISSIONERS' COMMENTS

9. ADJOURNMENT

to the regular meeting on May 15, 2024

Materials provided to the Veterans Advisory Commission related to any open-session item on this agenda are available for public review, please contact the Fire Department at VAC@chulavistaca.gov.

REQUEST FOR EXCUSED ABSENCE
City of Chula Vista Boards, Commissions, and Committees

Name: Francia Castro Date of Absence: 3/5/24
Board/Commission/Committee: Veteran Advisory Commission

Chula Vista Municipal Code section 2.25.110 (C) allows board/commission/committee members, by a majority vote, to excuse a fellow board, commission, or committee member's absence from a meeting for any of the reasons listed below. **A member who is absent from three consecutive, regular meetings will be deemed to have vacated his or her membership, unless the member's absence is excused by a majority vote of the other members.** An absence is only recorded as "excused" upon receipt of a member's request and majority vote of the board/commission/committee to excuse the absence. Accordingly, if you have been absent from a regular meeting, please complete and submit this form to the chair or secretary.

Please indicate the reason for the absence:

- ☐ 1. Illness of the member, family member of the member, or personal friend of the member;
- ☐ 2. Business commitment of the member that interferes with the attendance of the member at a meeting;
- ☐ 3. Previously scheduled vacation of the member, notice of which was provided to the respective board, commission, or committee in advance of the meeting;
- ☐ 4. Attendance of the member at a funeral, religious service or ceremony, wedding, or other similarly significant event;
- ☒ 5. Unexpected, emergency situation that prohibits the member's attendance; or
- ☐ 6. Other reason for which the member has given notice to the chair or secretary of his or her unavailability 15 days in advance, as long as the unavailability is not expected to last for longer than 30 days.

OR

- ☐ The absence was not for any of the above-listed reasons. I understand that the absence will be recorded as unexcused.

I certify the reason for the absence indicated above is true and correct.

Member's Signature: [Signature] Date: 04/11/24

If completed by secretary or staff to board/commission/committee:

Completed on member's behalf by: _____, per member's ☐ Verbal ☐ Written request
on: _____ (date) (secretary/liaison's name)



REGULAR MEETING OF THE VETERANS ADVISORY COMMISSION

Meeting Minutes

March 4, 2024, 5:30 p.m.
City Hall, Bldg. C, Conference Room B-111
276 Fourth Avenue, Chula Vista

Present: Nimpa Akana, Lynne Pine, Anthony Stewart, Tanya Williams,
Henry Martinez

Also Present: Karina Aguilar, Eric Martinez

1. CALL TO ORDER

A special meeting of the Veterans Advisory Commission of the City of Chula Vista was called to order at 5:30 p.m.

Nimpa Akana joined the meeting at 8:50 am.

Lynne Pine joined the meeting at 8:50 am.

Anthony Stewart joined the meeting at 8:50 am.

Tanya Williams joined the meeting at 8:50 am.

Karina Aguilar joined the meeting at 8:50 am.

Eric Martinez joined the meeting at 8:50 am.

Henry Martinez joined the meeting at 8:54 am.

2. ROLL CALL

Secretary Aguilar called the roll.

3. PUBLIC COMMENTS

No public comments.

4. ACTION ITEMS**4.1 APPROVAL OF EXCUSED ABSENCE OF COMMISSIONER WILLIAMS FROM SPECIAL MEETING OF JANUARY 22, 2024**

Moved by Henry Martinez

Seconded by Anthony Stewart

Commission to approve the excused absence form of commissioner Williams.

Result: Carried Unanimously

4.2 APPROVAL OF SPECIAL MEETING MINUTES OF JANUARY 22, 2024

Moved by Henry Martinez

Seconded by Lynne Pine

Commission to approve meeting minutes.

Result: Carried Unanimously

4.3 APPROVAL OF SUBCOMMITTEE FOR VETERAN OF THE YEAR PROGRAM

Moved by Anthony Stewart

Seconded by Tanya Williams

Commission to approve the formation of the subcommittee.

Result: Carried Unanimously

4.4 APPROVAL OF SUBCOMMITTEE FOR VETERAN WALL

Moved by Henry Martinez

Seconded by Lynne Pine

Commission to approve the formation of the subcommittee.

Result: Carried Unanimously

OTHER BUSINESS**5. STAFF COMMENTS**

Secretary Karina stated that the next regular meeting will be held on March 20th at 6 pm.

No comments from Liaison Eric.

6. CHAIR'S COMMENTS

Chair Commissioner Akana stated that she is still waiting for the minutes of past meetings.

Chair Commissioner Akana stated that she will be absent for the next regular meeting in March. She would like to propose an action item for the next regular meeting being to talk about things that we can do in May to recognize veterans for Memorial Day weekend.

7. COMMISSIONERS' COMMENTS

Commissioner Stewart would like to an action item for the military reintegration program - he will give a small presentation.

Commissioner Martinez made two announcements:

- Otay Ranch High School will be hosting military family night in September
- November 1st: Honor Our Veterans Parade where the first meeting is coming up at the end of March

Commissioner Akana asked Liaison Eric to include all these upcoming events to be included in the city's website as well as absence notice forms.

8. ADJOURNMENT

Meeting was adjourned at 5:45 pm to the regular meeting on March 20th, 2024 at 6 pm.

Karina Aguilar, Secretary



REGULAR MEETING OF THE VETERANS ADVISORY COMMISSION

Meeting Minutes

July 19, 2023, 6:00 p.m.
276 Fourth Ave., Bldg C
Chula Vista, CA 91910

Present: Commissioner Akana, Commissioner Pine, Commissioner Williams

Absent: Commissioner Balolong, Commissioner Hooker

1. CALL TO ORDER

A regular meeting of the Veterans Advisory Commission of the City of Chula Vista was called to order at 6:00 p.m. at 276 Fourth Ave., Bldg C, Chula Vista, CA 91910.

2. ROLL CALL

3. PUBLIC COMMENTS

No public comment.

4. AGENDA ITEMS

4.1 Discussion and Selection of Chair and Vice Chair for FY23-24

Commission elected Commissioner Akana as Chair and Commissioner Hooker as Vice Chair for FY23-24.

Moved by Commissioner Pine

Seconded by Commissioner Williams

Yes (3): Commissioner Akana, Commissioner Pine, Commissioner Williams

RESULT: Carried**4.2 Develop and Discuss Goals and Objectives for FY23-24.**

Commission decided on goals and objectives for FY23-24.

4.3 Develop and Discuss Veteran of the Year Program

Commission discussed how to proceed in restarting Veteran of the Year program.

5. STAFF COMMENTS

None.

6. CHAIR COMMENTS

None.

7. COMMISSIONERS' COMMENTS

None.

8. ADJOURNMENT

The meeting was adjourned at 6:47 p.m.

Minutes prepared by: Alyssa Moreno, Secretary

Alyssa Moreno, Secretary

City of Chula Vista
Veterans Advisory Commission
Veteran of the Year Program
(DRAFT)

SUGGESTED ANNUAL TIMELINE	
Month	Actions/Comments
January	<ul style="list-style-type: none"> - Chula Vista Veteran Affairs Committee (CVVAC) Veteran of the year (VOY) Sub-committee members identified and verified. - Current year programmatic action plan is identified for coordination and tracking. - Nominations will be due on 1 August each calendar year, with a CVVAC Special Meeting scheduled for August to review nomination packages, select top three candidates, and identify proposed selectee for forwarding to CV City Council.
February	<ul style="list-style-type: none"> - CV City web page updated, to include outlining nomination process and application. - Veteran of the Year Roll Call is current, including the name of the most recent awardee, and verification of previous selectee statuses is accurately noted (Key: <ul style="list-style-type: none"> * - <i>Selected as San Diego County Veteran of the Year Same Year</i> † - <i>Deceased</i>
March	<ul style="list-style-type: none"> - Whether hard-copy nomination packages are required or direct portal application access is developed, the CVVOY application process is tested and ready for use. - Develop generic recognition event schedule/presentation ceremony, to include potential location, sponsors, meal or reception, logistical support, etc.
April	<ul style="list-style-type: none"> - Develop press releases, including local press (Chula Vista Star News, Local Umbrella Media, Our Town Magazine, Military Dispatch, and SD UT South Bay section) and local online/social media presence(s) (Facebook groups, X, IG, etc.). - Solicit nominations via all possible outlets: <ul style="list-style-type: none"> • City press releases • Post flyers in CV public areas such as libraries and the CV Veterans Home • Forward flyers to local military organizations (VFW 2011, AL 434, FRA 61, MCL 1207, DAV) and other CV military organizations
May	<ul style="list-style-type: none"> - Designate CVVAC Special Meeting during month of September to interview top three candidates. - Receive approval of Presentation Ceremony day/time (potentially following the CV City Council meeting on 3rd Tuesday of October - or Veteran's Day - or other?) - Establish subcommittee to liaise with external stakeholders for promotion, recognition, and/or ceremonial events (3rd Avenue Association, local military organizations to include AL, DAV, and VFW).
June	<ul style="list-style-type: none"> - Begin ceremony event preparations (Specific date has been selected in May). - Solidify ceremony venue and logistics (where/tables/chairs/parking/etc.).

July	<ul style="list-style-type: none"> - Determine level of participation desired based upon event space. - Discuss support with veteran community support network for various ceremonial functions (*see “notes” for detailed logistical arrangements, admin support, food/beverage, etc.)
August	<ul style="list-style-type: none"> - Nomination deadline is 1 August (for period June previous year to July current year). - CVVAC Special Meeting held (as previously determined in January) to review nomination packages. - Send follow-on letter to Past VOY selectees, inviting them to attend the (Third Tuesday in October) CV City Council meeting where current year CV VOY selectee will be announced, requesting they RSVP NLT 1 October for planning/recognition purposes.
September	<ul style="list-style-type: none"> - CVVAC Special Meeting held (as previously determined in May) to interview top three candidates. - Forward results of top three together with CVVOY recommendation to City Council. - Mayor/CV City Council affirms selectee (or returns nominations back for rework). - Mayor Proclamation is drafted/prepared for signature and presentation at October CV City Council meeting (3rd Tuesday). - CVVAC Chair contacts Selectee (with Mayor approval) to verify availability for City Council Meeting on 3rd Tuesday in October to allow family/friends to attend. - Final confirmations are made for Presentation Ceremony, to include logistical arrangements, notifications to attendees/guests, press releases, and local military organizations previously listed/involved.
October	<ul style="list-style-type: none"> - Third Tuesday CV City Council meeting: Presentation Ceremony, with Mayoral Proclamation, VIP attendees, prior CVVOY Selectees, and Selectee’s family/friends - Following CV City Council meeting, reception/light meal (as previously determined and arranged in July). - Appreciation letters to Top Three nominees from CV Mayor - Thank you letters to all nominators expressing appreciation for their support and inviting them to consider submitting nominees in the future.
November	<ul style="list-style-type: none"> - Media press releases with announcement of CVVOY. - Coordination with military organizations and event organizers, together with CVVOY and prior selectees, for participation in CV Memorial Bowl Veterans Day event and other recognized CV Veteran events. - Thank you letters to all supporters, including every organization or group that helped set up, provided any logistical/admin support, or sponsored any part.
December	<ul style="list-style-type: none"> - Review/devise lessons learned to improve next year’s CVVOY process.

NOTES:

Presentation Ceremony will come with its own detail-oriented actions. We can brainstorm and see what we can create to make the event special, beyond just a certificate presentation and do so modestly but in a meaningful and appropriately patriotic manner. In January, or as early in the year as possible, the Subcommittee must be informed how to gather sponsorships for reception/meal after the CV City Council presentation on the 3rd Tuesday in October (or whenever the presentation will occur). Is there a “legal” way for organizations to volunteer to host (sites, logistics, setup) or donate (such as food, beverages, deco, etc.)? What about printing of items such as invitation letters (for past CVVOY selectees) and programs (perhaps a sponsor can print programs, with sponsorship noted ... and citing “not affiliated with the CV Government” or whatever disclaimer is required? Need to brainstorm all this!

An alternate presentation day (to the 3rd Tuesday CV City Council meeting) may be at the Joint Chula Vista Veteran’s Day event at Memorial Bowl. While we certainly do not wish to take away or diminish the ownership the external organizations provide, we also could potentially leverage their efforts and join support. Regarding the Joint Chula Vista Veteran’s Day event (11/11 at Memorial Park), that is hosted by American Legion, Fleet Reserve Association and Veterans of Foreign Wars, it is important that the VIP attendance of the CV VOY be incorporated into this Chula Vista staple event to not only support the city and the VOY, but also the event.

A potential site, alternative to the 3rd Tuesday CV City Council meeting is the Chula Vista Women’s Club. The advantage is that it’s a great location with a stage and appropriate A/V and kitchen facilities, and it is owned by CV. The disadvantage is that it has severe parking limitations. Guests can park at the CV Community Center or down the residential streets, but there is no on-site parking facility.

Guest Lists for Presentation Ceremonies should include the public officials in the area, specific to Chula Vista (U.S. Congressional District, U.S Senate, CA Assembly District, CA State Senate, etc.). Each would also give the Veteran of the Year recognition as well (if not a certificate). With the loss of the County of San Diego VOY, each of these officials are also looking for an outlet to recognize great veterans during the month of November.

Veteran of the Year Roll Call

Updating. Only the Dates & Names would reflect on the website, but many of the updates are not kept up on the website.

YEAR		NAME	Known Status (for internal team information)
2022	2023	NOT LISTED ON WEBSITE	
2021	2022	NOT LISTED ON WEBSITE	
2020	2021	NOT LISTED ON WEBSITE	
2019	2020	John Jacobs	Verifying (Possibly still with CV Senior Volunteer Patrol)
2018	2019	Christopher Lawrence	Resides in Chula Vista (CVPD Detective)
2017	2018	Danny Carreon	Resides in Chula Vista / Have Contact
2016	2017	Shirley Ferrill	Resides in Chula Vista / Have Contact
2015	2016	Kim Coronado	Resides in Arizona
2014	2015	Kristine Wunder	Resides in Chula Vista / Have Contact
2013	2014	Robert Bailey†	Deceased
2012	2013	Anthony “Tony” Stewart*	Resides in Chula Vista / Have Contact
2011	2012	Anthony “Tony” Stewart	Resides in Chula Vista / Have Contact
2010	2011	Leroy Acosta	Verifying if still resides in Chula Vista (DAV Leader)
2009	2010	Virgil Whitehead*	Verifying (90+ years with care) / Have Contact
2008	2009	James M. Galiher	Resides in Chula Vista / Have Contact
2007	2008	Bobby Price*†	Deceased
2006	2007	Robert D. White*	Resides in Chula Vista / Have Contact
2005	2006	Jack Mitchell†	Deceased
2004	2005	Robert D. White	Resides in Chula Vista / Have Contact
2003	2004	Joseph Casillas†	Deceased
2002	2003	John Willett†	Deceased
2001	2002	Stephen Arends	Moved out of State
2000	2001	James “Bob” Lind†	Deceased
1999	2000	Augustive “Gus” Hermes	Resides in Chula Vista / Have Contact
1998	1999	Bill Ayers†	Deceased

* - Selected as San Diego County Veteran of the Year Same Year

†- Deceased