



**COMMISSION ON VETERAN AFFAIRS
REGULAR MEETING
MINUTES
WEDNESDAY, NOVEMBER 15, 2023**

The COMMISSION ON VETERANS AFFAIRS convened in a REGULAR Meeting on WEDNESDAY, NOVEMBER 15, 2023, at the City of Austin Permitting & Development Center at 6310 Wilhelmina Delco Dr, Austin, TX 78752.

Chair CHRISTOPHER WILSON called the COMMISSION ON VETERANS AFFAIRS MEETING to order at 7:13pm CST.

**Commissioners in Attendance:
Christopher Wilson (Chair)
Armando Gonzales**

**Commissioners in Attendance Remotely:
Amber Schleuning
Maria Brown-Spence
Patrick Bissett
William Dahlstrom**

**Commissioners Absent:
Kevin Lenau (Vice-Chair)
Curtis Wyman
Mark Balch**

**Staff in Attendance:
Damian Pantoja, Office of Civil Rights, Community Engagement Specialist
Jesus Simental, Office of Civil Rights, Veterans Administrator**

PUBLIC COMMUNICATION – GENERAL

APPROVAL OF MINUTES

1. The minutes from the meeting of 10/18/2023 were approved on Commissioner Patrick Bissett motion, second by Armando Gonzales on a 6-0 vote. K. Lenau, C. Wyman, and M. Balch were absent.

STAFF BRIEFINGS

2. Discussed results of alternate meeting locations to include downtown Austin Public Library and Austin Energy. The public library open meeting rooms are limited to 10 people which does not meet the minimum requirements for board meetings and Austin Energy is only available on the fourth Monday of the month. Other rooms are available but do not possess the recording capability and can only be booked 75 days in advance. The presentation was made by Jesus Simental, Veterans Administrator, Office of Civil Rights.
3. Staff briefing regarding attendance sign in requirements for all Commissioners attending virtually. Commissioners must sign in upon or before joining the meeting. The presentation was made by Damian Pantoja, Community Engagement Specialist, Office of Civil Rights.

DISCUSSION ITEMS

4. Discussion on inviting individuals from nonprofits to speak and use the information gathered and use it towards the veterans needs assessment. Develop a list of questions for nonprofits in an effort to seek out areas where the Veterans Affairs Boards and Commissions can assist.

DISCUSSION AND ACTION ITEMS

5. Discussed, created, and approved 2024 annual meeting schedule to include location, date, and time. Selected PDC building room 1401/1402 on the third Wednesday of every month from 7pm-10pm. Only conflict was Juneteenth (19 Jun 24) which can be made up during special meeting if necessary. Motion by Chair Christopher Wilson to approve the location, date and time, second by Patrick Bissett. It was unanimously voted on 6-0 vote. C. Wyman, M. Balch, and Kevin Lenau were absent.

FUTURE AGENDA ITEMS

6. Discuss possible alternative locations to meet.
7. Discuss best method to solicit speakers for the monthly meeting.
8. Define what cadence to use to collect information and make recommendations to city council.

ADJOURNMENT

END: 7:54 PM

Chair C. Wilson made the motion to adjourn. P. Bissett second the motion. Pass unanimously 6 – 0. C. K. Lenau, C. Wyman, and M. Balch were absent.

The minutes were approved at the 17 Jan 2024 meeting on Chair Christopher Wilson's motion, second by William Dahlstrom on a 9-0 vote. Patrick Bissett and Kevin Lenau were absent.