

Ferry County Veterans' Assistance By Laws revised 2011

WHEREAS, RCW 73.08 provides for distribution of the County Veterans' Assistance Fund; and

WHEREAS, these funds have been dispersed by the American Legion for the past several years, presently the only veterans organization with a post located in Ferry County; and

WHEREAS, on March 14, 1994 the Ferry County Board of Commissioners adopted Resolution No.94-06 Establishing the Veterans' Assistance Board and Adopting Bylaws for the Same; and

WHEREAS, on October 21, 1996 the Ferry County Board of Commissioners adopted Resolution No.96-43 Amending the Bylaws for the Veterans Assistance Board; and

WHEREAS, on December 8, 1997 the Ferry County Board of Commissioners adopted Resolution No.97-38 to increase the maximum payment for burial of indigent deceased veterans from \$300.00 to \$515.20; and

WHEREAS, on March 10, 2008 the Ferry County Board of Commissioners adopted Resolution No.2008-07 to increase the financial assistance from \$300.00 to \$500.00 and to increase the maximum payment of burial of indigent deceased veterans from \$515.20 to \$700.00.

NOW THEREFORE BE IT RESOLVED that the Ferry County Veterans' Assistance Board Bylaws are hereby amended as follows:

Article I Name

Section I: This body shall be known as the Ferry County Veterans' Assistance Board (hereinafter referred to as the Board).

Article II Purpose

Section I: The purpose of the Board is to: 1) advise the Ferry County Commissioners on budget matters relating to the County Veterans' Assistance Fund; and 2) provide assistance to veterans by reviewing applications for assistance. These bylaws are enacted under the authority of RCW Chapter 73.08 Veterans' Relief, and RCW Chapter 36.32.120 Powers of Legislative Authority.

Article III - Responsibilities.

Section I. The Board will review requests from the various veterans' organizations and individual veterans' and make recommendations to the Ferry County Commissioners regarding the utilization of the Veterans' Assistance Fund.

An applicant who knowingly: 1) falsely or fraudulently provides erroneous or incorrect information; 2) refuses or conceals needed information required on the application; will be

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suspended from receiving relief for one year from date of the application; 3) any applicant verbally abusing or threatening county organizations or concerns as well as members of the Board will be suspended from assistance for one year; suspension will require a majority vote from the Board.

Section 2. The Board will establish a set of guidelines on the use of funds as budgeted by the Ferry County Commissioners. Such guidelines will be reviewed annually and/or updated as needed.

Section 3. Procedure for reprimand, or dismissal from the Board:

An officer on this Board will be required and expected to follow the R.C.W. and the Bylaws established by the Board and approved by the Ferry County Commissioners or be subject to reprimand or dismissal.

- a. If an officer becomes involved in a legal matter that results in a felony conviction, such officer shall be subject to dismissal.
- b. If an officer by his/her actions or statements continually disrupts, delays, obstructs or impedes the purpose and intent of the Board, such officers shall be subject to reprimand or dismissal.
- c. In the event that such action is required of the Board this guideline would address it in a fair and courteous manner. A closed session would be called and the officer involved would have the opportunity to explain the situation or act and present any material or witnesses on their behalf to clarify the matter.
- d. If the Board finds the situation to be of a serious enough matter to warrant dismissal and votes so, the officer will be given the opportunity to resign before dismissal.
- e. The Ferry County Commissioners will be notified in writing if such action becomes necessary and they are the final decision authority.

Section 4. Non voting status. If an officer is absent; out of the area/country, unavailable for communications, or personal reasons, the officer may request a "non-vote" status until their situation or availability changes. If the situation is where the officer is incapacitated in such a manner where communication is unavailable due to an injury, hospitalization, etc., this Board will review the matter and may vote to temporarily put the officer on a "non-vote" status until the officer recovers and the voting Board reinstates their voting status and position.

Section 5. Unanimous vote criteria. This guideline allows the Board when faced with a 'unanimous vote matter' to move forward with little delay: 1. New officer candidate applications; 2. Any amendment, operational procedure, modification to the bylaws of this

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Board; 3. Prior to any public statement, opinion or position on a matter that represents the position of this Board must be brought before the Board within thirty (30) days.

Article IV - Membership

Section 1. The Board will be composed of not more than ten (10) or less than three (3) members. These members can represent Veteran Organizations both in and outside of Ferry County and must be a resident of Ferry County for a seat on the Board. To be considered for the Board the following criteria need to be met: 1) an application submitted with a copy of applicant's DD-214; 2) the applicant appears before the Board and voices their interest in becoming an officer; 3) The Board holds a closed meeting to discuss the application; 4) for unity and harmony of the Board, the vote must be two-thirds for the candidate to be an officer. After voting is complete the President or Vice-President will notify the candidate.

Section 2. Veteran's Organizations Represented:

- a. American Legion – A.L.
- b. Veterans of Foreign Wars – V.F.W.
- c. American Veteran – AM-VETS
- d. U.S. Armed Forces Legacy – U.S.A.F.L.
- e. Marine Corps league – M.C.L.
- f. Disabled American Veterans – D.A.V.
- g. Forty and Eight – F.E.
- h. North Eastern Washington Association Mountain Veterans Service Center – N.E.WA.
MTN.V.S.C

And any other national organization of veterans now or which may hereafter be chartered by an act of congress, which shall undertake the relief of indigent veterans and their families.

Section 3. The Service Officer from each veteran's organization should represent his/her organization at the Ferry County Veterans' Assistance Board meetings.

Section 4. Duties of Elected Officials: The President, Vice-President and Secretary will be elected each September.

a. President: 1) to know parliamentary procedure and the organization's rules and Bylaws. 2) to preside at all meetings of the Board and maintain order throughout proceedings. 3) to direct the business of the meeting, take up each piece of business in its proper order. 4) to entertain and state all motions properly coming before the Board. 5) to decide all points of order, to vote only to break a tie, and to vote when the vote is taken by ballot. 6) to call special meetings as the need arises. 7) to perform such other duties as are prescribed in the bylaws, or requested by the Ferry County Commissioners in relation to these bylaws. To file the annual report referenced in Article IV, section 5.

b. Vice President: 1) become President in the case of the absents and/or vacancy of the President from office, or his/her death, resignation or inability to discharge the

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powers and duties of said office, at which time a new Vice President will be elected to the Board.

c. Secretary: 1) to call a meeting to order in the absence of a duly authorized presiding officer and to preside pending the election of one; 2) to maintain a complete and up-to-date roll of the veterans organizations; 3) to maintain a complete and up-to-date roll of Board members; 4) to read the minutes of meetings and other papers and documents; 5) to record the proceedings; 6) to aid the President in any way possible, to authenticate by his/her signature on all minutes, records, acts, etc; 7) to assist the President to prepare the annual report referenced in Article IV, Section 5.

Section 5. During the month of October the Board shall provide the Ferry County Auditor's Office with a report as provided in RCW 73.08.040. This report shall be filed by the President of the Board, and will notify the Auditor of the current Board members, and of the current officers of the Board as outlined in Section 3 of these Bylaws. This report shall also contain a detailed statement of the amount of relief furnished during the preceding year, with the names of all persons to whom such relief shall have been furnished together with a brief statement in each case from the Board upon whose recommendations the order was drawn.

Article V – Meetings

Section 1. An annual meeting of the Board will be held no later than the last Monday of September.

Section 2. A quorum for meetings shall consist of three (3) Board members.

Section 3. A written record of all meetings shall be maintained by the secretary to be made available to all Board members and the Ferry County Commissioners.

Article VI - Veterans Defined

Section 1. "Veterans" defined for certain purposes – has served in any branch or is serving on active duty in the Armed Forces of the United States and has:

- a. Received an honorable discharge; or
- b. Received a discharge for physical reasons with an honorable record; or
- c. Been released from active military service with evidence of service (DD-214/discharge papers) other than that for which an undesirable or bad conduct discharge shall be given.

RCW 63.04.040 Recording honorable discharge with out charge – Certified copy as proof (DD-214).

A certified copy of such record shall be prima facie proof for all purposes of the service rendered, citizenship, place and date of birth of such veteran.

Article VII - Residence Defined

Section 1. Applicant must be a resident in the State of Washington for one (1) year prior to date of application, and must currently reside in Ferry County.

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Article VIII -Voucher Procedures

Section I. Voucher Instructions:

- a. The voucher being used is self-explanatory; please **type** or print clearly.
- b. The warrant will be issued to: Name of Firm, Retailer, Doctor, Landlord, etc., please **type** or print clearly.
- c. Under special circumstances warrants may be made directly to the veteran.
- d. DD-214/discharge papers and any Board requested application material must be reviewed by the Board before a voucher will be completed.

Section 2. Authorized items payable by the Ferry County Veterans; Assistance Fund:

- a. Amounts will be limited to FIVE HUNDRED DOLLARS (\$500.00) per twelve (12) month period from the last date of application to each veteran or family, for such items as: food, rent, utilities, **heating fuels**, medical transportation, and vehicle gas, ect;
- b. Vouchers to food retailers to conform to Food Stamp standards.
- c. Any additional funds may be granted with Board approval.
- d. In addition: BURIAL or CREMATION EXPENSES can be paid up to a MAXIMUM by Washington State law of SEVEN HUNDRED DOLLARS (\$700.00).

These Bylaws are hereby amended and accepted by a _____ vote of Board members present this _____ day of _____, 20__.

_____ sign
_____ print

President

_____ sign
_____ print

Vice-President

Dated this _____ of _____, 20__

Board Members:

_____ sign

_____ print

Recorded _____ sign
_____ print

Secretary

Date _____