

MINUTES SUMMARY

Council of Administration

JUNE 22, 2024

Commander Fuata opened the meeting in form at 1353

Roll Call of Officers:

Commander Ben Fuata. Present
Senior Vice Commander, Jason Seal. Present
Junior Vice Commander, Lynn Mariano. Present
Quartermaster, Norbert Enos. Present
Adjutant, Ron Lockwood. Present
Judge Advocate, Patsy Takemura. Excused
Surgeon, Lynn Gernert. Present
Chaplain, Stan Fernandez. Present
Chief of Staff, Randy Grant. Present
Inspector, Ron Lockwood. Present
Immediate Past Commander, Ron Schaedel. Present
Post 94 Excused
Post 110 Present
Post 352 Present
Post 970 Present
Post 1540 Present
Post 1572 Present
Post 2875 Present
Post 3292 Present
Post 3391 Present
Post 3830 Present
Post 3850 Excused
Post 3855 Excused
Post 3870 Excused
Post 3875 Present
Post 8616 Present

Post 10154 Present
Post 10276 Present
Post 12122 Excused
Post 12138 Present
We have quorum.

Guests in attendance. Past CIC Thomas POULIOT
Adjutant asks all Past Department Commanders and National Council Members to stand and be recognized.

Adjutant Report. The Minutes from our previous COA meeting, February 10, 2024 have been distributed and are on the website. The Minutes were accepted.

Quartermaster Report. QM Enos passed out a report, attached to these Minutes. The QM report was accepted.

Correspondence. There was none

Comrade or Family of Comrade in Distress.

10276 has 'a few' members in distress

8616 past Dept Surgeon, Will Brown has long term COVID

Service Officer Report. None

Officer and Committee Reports.

National Home Prayer.

Unfinished Business. None

New Business.

1. The appointment of Officers and Committee Chairs will be in General Order #1
2. The Budget for Administrative Year 2024-2025 was presented. Approved

3. Approval of Salaried Appointments. A motion was made to accept the following salaried appointments: State Adjutant, State Quartermaster, Service Officer, Assistant Service Officer (2), Service Officer Manager. Motion made by G. Barlett, 2nd by R. Grant. Approved
4. Passing of SOPs. The following SOPs were adopted. Motion by Barlett, 2nd by Gilbert and approved.
 - A. Administration, facility management
 - B. Administration, privacy policy
 - C. Administration, substance abuse policy
 - D. Budget & Finance
 - E. Bylaws and Resolutions
 - F. Council of Administration
 - G. Conventions, Time and Place Committee
 - H. Convention Credentials and Standing Rules Committee
 - I. Legislative Committee
 - J. National Home
 - K. Post Inspections
 - L. Travel Policy and Business Expense Reimbursement
5. National Convention will be held July 26- August 1st in Louisville, KY. Please inform the Adjutant of the name of anyone attending this Convention.
6. Department Convention will be held 13-16 June, 2025 at KMC on Hawaii Island. Post 3850, Pahoehoe will host.
7. Western Conference will be 31 October – 3 November at the Ala Moana Hotel in Honolulu. Information is on the website.
8. Sponsorship of Events is available. Talk with your post members to see what you may take on.
9. **Motion**, "To move the Department of Hawaii Council of Administration (COA) from August 10, 2024 to 21 September 2024". Lockwood, 2nd Barlett. Motion approved.
10. **Motion**, "To move the Department of Hawaii Council of Administration (COA) from December 14, 2024 to December 21, 2024. Approved
11. **Motion**, "To approve the Department of Hawaii annual fundraiser". Lockwood, 2nd Enos. Approved.
12. **Department Training** will occur on 16 November 2024 at the OVC from 0900-1100

13. **Department Training** tentatively scheduled for April 12, 2025 at OVC from 0900-1100.
14. **Mid-Winter Department Conference** is scheduled for 6-9 February, 2025. Events include Commander's and President's Homecoming – February 7, 2025 at Natsunoya Teahouse from 1700 to 2100. Department COA will be 0900-1100 on 8 February and the VOD/PP luncheon from 1100-1300 at OVC.
15. The 4th of July Parade – Oahu. Meet at Kailua Intermediate School, parking lot by 0800 and be at the staging area by 0900. Inform Parade Coordinator, George Barlett of the following:
 - a. Number of people attending from your Post
 - b. Number of Vehicles (pick up trucks) wanting to be in the Parade
 - c. Number of support people attending, such as CAPMotion to approve \$100.00 to offset CAP members cost to attend the parade. Approved.
16. Commander's Membership Challenge. For September 2024, the Post will receive for each new/reinstated member \$5.00 and for each new Life member, \$10.00
17. Fundraising requests from Posts.
 - 2875, Zippys tickets and Bowling tournament in October
 - 3850 on 31 October event
 - 10276 Garage Sale and Zippys tickets
 - 3850 smoked meat
18. Any other New Business
 - Commander Fuata announced the creation of a monthly newsletter
19. Good of the Order: Announcements
 - 8616 11/11 at 1100 Natatorium
 - 29 March '25 is the Vietnam Veterans Parade in Waikiki
 - Veterans Treatment Court needs volunteer mentors

Commander's Moment. A reminder to bring your Post flag to KMC for the state convention

Closing Ceremonies. Commander Fuata began closing the meeting; prayer offered by Comrade Chaplain Fernandez; final salute to the flag.

The next Council of Administration meeting will be at 0915 on 21 September, 2024 at OVC. Adjourned at 1524 (3:24)

APPROVED 21 SEPT 2024
ADJ LWT

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Veterans of
Foreign Wars

VFW HAWAII JUDGE ADVOCATE REPORT

COMMITTEE SUMMARY

REPORT DATE	COMMITTEE NAME	PREPARED BY
June 21, 2024	Judge Advocate	Randy Grant

STATUS SUMMARY

As per the Veterans of Foreign Wars National Bylaws Section 518; The Department Judge Advocate shall give the Department Commander, Council of Administration, and Department Convention such legal assistance incident to their office and perform such other duties as may from time to time be required by the laws and usages of the organization or lawful orders from proper authority.

Concerns and inquiries that have been identified in the 2023- 2024 year:

1. Improper use of Rules of Order Governing All Meetings (Section 1001)
2. Coordination and involvement with Post Auxiliaries (Section 1101 and Section 1104)

COMMITTEE OVERVIEW

TASK	% DONE	DUE DATE	DRIVER	NOTES
Investigate improper use of rules of order governing all meetings	100%	30 June 2024	Section 1001 of VFW National Bylaws	A determination that the proper use of rules of order of governing meetings was not being

Investigate Post coordination and involvement with Post Auxiliary

100%

30 June 2024

Sections 1101 and 1104 of VFW National Bylaws

completed appropriately.

A determination that the Post was not fully working with the Post Auxiliary in a good and proper manner and that the proper Post leadership was not informed of the situation

RISK AND ISSUE HISTORY

ISSUE	ASSIGNED TO	DATE
Posts not following established VFW National, Department, and Post Bylaws in their processes	VFW Department of Hawaii Judge Advocate	30 June 2024
Post not coordinating and engaging with the Post Auxiliaries in a good and honest effort of a collaborative working relationship	VFW Department of Hawaii Judge Advocate	30 June 2024
VFW members not abiding by the directives and intent of the VFW National Organization mission and bringing potential discredit to VFW National, Department and Posts	VFW Department of Hawaii Judge Advocate	30 June 2024

CONCLUSIONS/RECOMMENDATIONS

VFW posts in the Department of Hawaii need to educate the Post leadership and members of abiding by the Bylaws at the National, Department, and Post levels. All VFW members should be working to help other veterans and their families in good faith and in accordance with directives.