



Chelan County Veteran Advisory Board March 2026 Meeting Minutes



March 19, 2026
TIME 1pm – 2:30pm
Location: Economic Services Conference Room (400 Washington Street)/ Zoom
Meeting Contact:
 Anna Witherington
 Administrative Assistant
 Chelan County Veteran Service Office
 509-667-6888
anna.witherington@co.chelan.wa.us

Board Members Present:

Name	Position	In Attendance?
<i>Jim Walters</i>	<i>Chair</i>	Yes
<i>Robin Bloch</i>	<i>Vice Chair</i>	Yes
<i>April Featherkile</i>	<i>Voting Member</i>	Yes
<i>Norm Gutzwiler</i>	<i>Voting Member</i>	Yes
<i>Butch Sims</i>	<i>Voting Member</i>	Yes
<i>Jim Cook</i>	<i>Voting Member</i>	No
<i>Josh Williams</i>	<i>Voting Member</i>	Yes
<i>Tony Sandoval</i>	<i>Non-Voting Member</i>	Yes

Excused: Jim Cook

Others in attendance: None

I. CALL TO ORDER & ATTENDANCE

Called to order at: 13:02

II. PUBLIC COMMENT PERIOD

The "Public Comment" period provides an opportunity for members of the public to address the Veteran Advisory Board on items either not on the agenda or not listed as a public hearing. The Veteran Advisory Board Chairperson will ask if there are any citizens wishing to address the Veteran Advisory Board. When recognized, please provide your name and address and state the matter of your interest. Citizen comments will be limited to three minutes.

III. ADMINSTRATIVE AFFAIRS

*Approval of agenda and minutes from the January 22, 2026 Meeting
 Motioned by: Butch Seconded by: Norm Motion Carried: Unanimously*

IV. UNFINISHED BUSINESS

- Policies, Procedures, Forms and Associated RCWs (Anna)

The VAB decided to postpone review of the Policies and Procedures until the April meeting after they've had more time to review the changes again. Motion to not approve by Robin and seconded by Joshua.

- Anna Witherington advised the VAB about a potential merge between Chelan and Douglas County VSO offices (Anna)

Commissioners from both counties officially asked staff to determine how/if a merger can occur. Economic Services met with the Douglas County administrator and the next step is for staff to determine if it would work budget-wise. Tony explained to the VAB how this would benefit our veterans. The VAB chair would like to be a part of this process.

- VAB Open Public Meetings Act (Anna)

The VAB chair does not think that the VAB is required to complete this training and does not intend to as they are not a governing agency. Norm and Robin have completed in the past. Joshua expressed his intent to complete the training.

- Mission Statement (Chair)

Chair had nothing to present.

- Work Plan – creating subcommittee and furthering discussion (Anna)

Patty had saved a blank version for the VAB as they wanted a work plan. Chair advised that he hasn't used Patty's suggested work plan and wants a subcommittee to spend time on this in their spare time.

V. NEW BUSINESS

- Onboarding and Binders (Chair)

Chair sent an email to Amber during the meeting reiterating what he had discussed in the past.

- Anonymous Letter sent to VAB (Anna)

A letter was addressed to the VAB with no return address. The VAB discussed and took no action. They acknowledged that it was received and documented.

- Purple Heart Event (Anna)

Anna advised the VAB that Purple Heart Event planning will be happening soon and if anyone would like to create a subcommittee or volunteer their time, they are free to.

VI. REPORTING

- Budget Report (Economic Services)

Budget report was provided to the VAB with exception to 2026 as the auditor has not entered. Chair is requesting that someone from Economic Services attend the VAB meetings so they can report on the budget details.

- Veteran Relief Fund (Anna)

VAB reviewed the current VRF. Motion to approve by Norm. Seconded by Robin.

- Quarterly State Report (Tony)

Tony advised the VAB that it's a quarterly report and it would be available by the end of March. The Chair reached out to Tucker at WDVA as he would like a copy of the report at his convenience. VAB would also like to request the enrollment in the VHA is added to that report.

VII. OTHER

Chair requested a customer service box for the Chelan County VSO and would like to know who would be the one receiving that information. Other's recommended a QR code.

Norm presented the VAB with current state bills.

Tony advised that we have lost the Vet Center therapy.

Josh discussed having a Sergeant at Arms for VAB and volunteered.

VIII. ADJOURNMENT

Meeting adjourned at: 14:32