



200 High St  
Holyoke MA  
01040

**FEAWM**  
**Board and Committee Chair Meeting**  
**VA CENTRAL WESTERN MASSACHUSETTS HEALTHCARE SYSTEM**  
**421 North Main Street**  
**Building 25, Room 109**  
**Leeds, MA 01053**  
**July 30, 2015**  
10:00am – 11:30am  
Thursday, July 30, 2015  
10:00 am

Present: Ronald Grzelak, SSA; Jeff Anliker, Program Director; Joanne Guild, VAMC; Oreste Varela, SBA; Cathy Tenerowicz, VAMC; Dave Mendoza

Members Regretted: Fred Baron, US NAVY; Muyly Ngov, SSA; John Collins, VAMC; Candice Christenson, VAMC; Jon Niedzielski, USDA-FSA; John Desarro, ANGB; Sherry Walsh VAMC; Robert Lewis, FBI; Michael Walsh

**1. Minutes:**

- The minutes for 6/23/15 were approved with correction – motion by Cathy Tenerowicz, and seconded by Oreste Varela

**2. Treasurers Report:**

- Treasurer's Report given by Jeff Anliker.
- Current balance in account is \$ 5,539.91
- Income of \$5,200 received from Award Banquet Sponsors
- Income of \$252.00 from Picnic
- Year to date Expenses - \$700.00-Picnic, Contractor (Jeff) - \$3,975, Credit Cards - \$181 and Website (2 years) \$216.
- The Treasurer's Report was approved unanimously -motion by Oreste Varela and seconded by Cathy Tenerowicz

### **3. Brief Committee Updates:**

#### **Activities & Wellness:**

- Committee report given by Dave Mendoza.
- The picnic was held at Nonotuck Park on June 14th
- Good turnout at the picnic.
- No planned activities at the picnic this year
- Possible activity to take place in the fall
- Activity suggestions were a day at Six Flags, Golf Tournament, or Run
- Bowling Activity to be held in spring 2016

#### **Awards Recognition:**

- Committee report given by Ronald Grzelak.
- The Awards Committee met on Tuesday, July 28<sup>th</sup> to review nominations and determine award winners
- There were 29 nominations for the 18 award categories.
- Thirteen of the 18 categories received nominations with award winners being chosen in the thirteen categories
- Ron to put together the information for the award booklet
- Rob to contact Carmen Ortiz to schedule a time to meet, in August, with Ron and himself regarding the banquet
- Jeff has received a commitment from 12 sponsors, with all but three having paid at this time
- \$7,700 will be the total amount received from sponsors if all that have made a commitment pay
- Jeff has received all ads except from the Federal Long Term Care Insurance
- Ads have been forwarded to Kathy Mullins
- Awards Banquet Booklet will be full size this year

#### **Education:**

- Committee report given by Tenerowicz
- Mid -Career Seminar (financial and career advancement for Federal Employees) is being planned at this time
- Plans are being made to hold the seminar at Holyoke Community College
- Due to budget restrictions event has been moved to October 21st

- Cathy has contacted speakers for the event
- Suggested cost to attend the event will be increased to \$45.00 per participant
- 20 Scholarship Applications were received
- Two (\$500.00) scholarships will be awarded at the banquet
- Cathy suggested sending out thank you letters to all Scholarship Applicants

#### **Federal Relations:**

- Committee Report given by Ron Grzelak
- Listening Tour was suggested to be held again in March, 2016

#### **Pay and Benefits:**

- Committee Report given by Ron Grzelak
- No update at this time

#### **Website/Public Relations:**

- Committee Report given by Jeff Anliker
- Chairperson is still needed for this committee
- Debbie is monitoring the Twitter Account, website, and Facebook
- Website and Facebook have been updated at this time
- Debbie is looking for photos of the picnic to update the website and Facebook

#### **COOP:**

- Committee report given by Jeff Anliker
- A meeting was held on July 7<sup>th</sup>
- Plans are underway for a training/exercise event to be held in late September
- Event would be 2 half day programs, with classroom training being held on day 1, followed by the exercise on day 2
- Next meeting will be held on August 17th

#### **4. Draft Review Budget:**

- Jeff passed out the FEAWM Budget Information Sheet
- 2015 Budget never approved
- Proposed 2016 Budget added to the FEAWM Budget Information Sheet
- The biggest expense is the Program Director (\$5,300)
- Option to save money would be to not appoint a Program Director

- Approval of the budget/proposed 2016 budget to be deferred to November meeting

**5. Vacancies:**

- New Board Chair to recruit new agencies to join FEAWM
- Cathy suggested and will follow up contacting a possible VA Employee to fill the Treasurer Vacancy

**6. Other Business:**

- Jeff has received 3 responses to the membership List that has been updated
- Jeff to send out Membership List

**7. Next Board/Committee Chair Meeting** – October 29, 2015 at Westfield-Barnes Regional Airport, 110 Airport Rd; Westfield

**8. Next Full Membership Meeting** –August, 27, 2015 at TBD- Jeff to contact James Woolsey regarding meeting site at the Springfield Armory with tour

The meeting adjourned at 11:45 am  
Recorder: Joanne Guild