

DEPARTMENT OF VETERANS AFFAIRS EXECUTIVE

Tammy Sheldon
Veteran's Service Director

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MEMBERS

Michael Shadbolt, John Saxton, Ted Crockett, Todd Gillman, Terry Collins
301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Chambers

Minutes: Thursday, May 7, 2026

I. Call to Order

Present: Executive Committee Members—Chairman Shadbolt, Saxton, Crockett. Staff: Sheldon, Veterans Service Director; Ruple, Deputy Veterans Service Director; Eschedor, Veterans Relief Service Officer, along with Liaison Terry Collins, County Commissioner were present. Excused: Gillman

Also Present: Administrator Murphy, Marketing & Communications Coordinator Jen Ambrose, and Community Engagement Specialist Quinn Wilt.

The May 07, 2026, LCDVA Executive Committee Meeting was called to order at 8:30 AM by LCDVA Executive Committee Chairman Shadbolt.

II. Approval of Agenda

A. Approval of Agenda: May 07, 2026

Chairman Shadbolt requested a motion to approve the agenda: Motion by Crockett. Second by Saxton to Approve. Votes in Favor: Shadbolt, Saxton, and Crockett. Opposed: None. Motion Passed.

III. Approval of Minutes

A. Approval of Minutes: March 13, 2026

Chairman Shadbolt requested a motion to approve the minutes: Motion by Crockett. Second by Saxton to Approve. Votes in Favor: Shadbolt, Saxton, and Crockett. Opposed: None. Motion Passed

IV. Reports - Veterans Affairs

A. Director's Office Activity Report

VSD Sheldon reported on the department's activities.

V. Existing Business

No Existing Business

VI. New Business

A. Veteran's Service Director – Planned Retirement and Recruitment Process

Chairman Shadbolt announced that, in March, the Executive Committee received formal notification that Veterans Service Director Tammy Sheldon will retire effective July 9, 2026. Director Sheldon began serving Lenawee County in June 1982 and was officially employed with the Lenawee County Department of Veterans Affairs on October 4, 1982, marking more than 44 years of dedicated service to Lenawee County and its veterans and their families.

Chairman Shadbolt reviewed the proposed hiring process for the Veterans Service Director position in accordance with the administrative responsibilities of the Lenawee County Department of Veterans Affairs Executive Committee under Michigan Compiled Laws, Act 192 of 1953.

The position has been posted and will remain open through May 22, 2026. Applications will be reviewed during a special open meeting of the Executive Committee, with personally identifiable information removed prior to review. The Executive Committee will identify approximately three to four candidates to move forward for interviews based on qualifications and merit.

Interviews will be conducted during a special open meeting with participation from the Executive Committee, Veterans Service Director Tammy Sheldon, the County Administrator or Deputy Administrator, and the County Human Resources Director. A second round of interviews may be conducted if necessary.

The Executive Committee selected June 3, 2026, at 1:00 p.m. for the application review meeting. Candidate interviews will be tentatively conducted on June 12, 2026.

VII. Commissioner Comment

Commissioner Collins reported that the County Commissioners and Administration are working on a proposed budget for 2027.

VIII. Partner Comments

A. MVTF Updates from Shadbolt

Chairman Shadbolt reported the MVTF reviewed Eight applications with One from Lenawee since the March meeting.

IX. Veterans Relief Fund

A. Review of VRF Applications

VRSO ESchedor reported the VRF Application (26-005) was approved for \$2,938.76 in financial relief.

VRSO Eschedor reported that VRF Application (26-006) was approved for \$1,982.50 in financial relief.

B. VRF Proposed Policy updates

Chairman Shadbolt introduced the first reading of the proposed updates and revisions to the Veteran Relief Fund Policies, in accordance with established VRF policy procedures for handling new or amended policies, including first reading followed by action at a subsequent meeting.

Veterans Service Director Tammy Sheldon reviewed the recommended changes with the Executive Committee for consideration and discussion. In accordance with policy procedure, the Board will conduct the second reading and take action to vote on the proposed updates at the July 10, 2026, meeting.

X. Public Comment

DVSD Ruple provided information regarding upcoming local veterans events in the community.

VSD Sheldon commented that the new Lenawee County Veterans Affairs Office website looks wonderful and noted that it has taken about a year to fully develop and roll out. She recognized Marketing & Communications Coordinator Jennifer Ambrose for her work on the project. She also noted the significant amount of time he personally invested in supporting the development, including hours spent on research and gathering resources to help build out the website content.

She encouraged the public to visit the website and added that if anyone has events or information they would like to share, they are welcome to reach out to the office.

XI. Adjournment

Motion by Crockett, Second by Saxton to adjourn the meeting at 08:58 AM. Motion Passed.