



RECEIVED
CASS COUNTY COMMISSION

NOV 13 2019

**County
Administrator**

M E M O

Robert W. Wilson
701-241-5770
wilsonro@casscountynd.gov

TO: Cass County Commissioners
FROM: Robert Wilson *RW*
DATE: November 13, 2019
SUBJECT: Consider Appointment of Veteran's Service Officer

On October 9, 2019 the Commission appointed Commissioner Scherling, Commissioner Peterson, Robert Wilson and County Engineer Jason Benson as the Veteran's Service Officer Applicant Review Committee. The committee was tasked with reviewing employment applications, interviewing finalists and making a recommendation to the Commission for the position of Cass County Veteran's Service Officer.

Based on the applications received, five finalists were identified and interviews were scheduled. Three applicants ultimately interviewed with the committee on November 8th. Following the interviews, committee members reviewed the candidates and agreed on a recommendation.

The redacted applications of all finalists are attached for your review.

The committee recommends the Commission appoint Mr. Matthew Kirby to the position of Cass County Veteran's Service Officer at a starting salary of \$53,502/yr. (C42/Step 1)

Mr. Kirby is aware of this recommendation, and the requirement that the Commission authorize the appointment. Mr. Kirby anticipates starting on December 2, 2019.

Suggested Motion:

Appoint Matthew Kirby as Cass County Veteran's Service Officer effective November 18, 2019.

PO Box 2806
211 Ninth Street South
Fargo, North Dakota 58108

www.casscountynd.gov



CASS COUNTY GOVERNMENT

APPLICATION FOR EMPLOYMENT

Mailing Address: PO BOX 2806, Fargo, ND 58108-2806
Personnel Department, 211 9th Street S, Fargo, ND 58103

We are pleased that you are interested in applying for a position with Cass County Government. Cass County does not discriminate in hiring practices on the basis of race, color, religious creed, national origin, sex, age, ancestry, or handicap if the applicant's ability to perform the job is not limited. No question on the form is intended to secure information to be used for such discrimination.

GENERAL INFORMATION:

Name: * * * * * Email address: *
 Matthew Kirby Social Security # [REDACTED]
 First Last Middle e.g. 555-555-5555 jsmith@yaxo.com

Address: * * * * * Telephone #1 * * * * * Telephone #2
 [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] Cell [REDACTED]
 Street City State Zip e.g. 555-555-5555 Type e.g. 555-555-5555 Type

Division Position Applied For: Type Salary Requirements Date Available *
 Veteran's Service Veteran's Service Officer Full Time [REDACTED] 9/16/2019

Can you provide proof, if hired, that you are eligible to work in the United States? * Yes No

Comments

VETERANS PREFERENCE

Have you ever served on active duty, other than training? * Yes No

Have you ever been discharged from the armed services under other than honorable conditions? Yes No

Do you have a disability rating from the US Department of Veterans Affairs? Yes No
 if "YES" you must provide letter from the VA

EDUCATION

School Name *	Address *	Major *	Last year completed	Graduated?	Degree *
Grand Canyon University	3300 W Camelback Rd, Phoenix, AZ 85017	Additions Counseling	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	<input type="radio"/> Yes <input type="radio"/> No	2017
Grand Canyon University	3300 W Camelback Rd, Phoenix, AZ 85017	Industrial Organizational Psychology	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	<input type="radio"/> Yes <input type="radio"/> No	2012

WORK HISTORY

Company	Address	Supervisor	May we contact this employer for reference checking purposes?
Volunteers of America	2500 SE 170th Ave, Portland, OR 97236	Kai Nichols	<input type="radio"/> Yes <input type="radio"/> No
Telephone #	Date Employed:	Salary:	
503-267-0673 e.g. 555-555-5555	10/3/2019 From 7/12/2019 To	\$ Starting \$ 20.69 Ending	
Job Title and Duties	Mental Health and Addiction Counselor III VOA (Behavioral Healthcare) ~ 2018-2019		

- Contact new and existing clients to discuss health-related concerns and how specific services can meet their needs.
- Established constructive and supportive working relations with clients and community agencies.
- Gained insight into community programs that promote, maintain, and improve individual and public health.
- Demonstrated progress with team members to promote departmental goals; consulted with legal officials and program managers to form solutions.
- Developed curriculum for training, education, lectures, and skill-development; used guides, and course materials, such as handouts, visuals, and board drawings.

Specific Reason for Leaving Moved to Fargo, ND.

Company Cascadia Behavioral Healthcare
Address 10373 NE Hancock St # 200, Portland, OR 97220
Supervisor Sheryl Luke
May we contact this employer for reference checking purposes? Yes No

Telephone # 503-261-6149
e.g. 555-555-5555
Date Employed: 1/21/2017 From 4/16/2018 To
Salary: \$ Starting \$ 17.19 Ending

Job Title and Duties Addiction Counselor II
Cascadia Behavioral Healthcare ~ 2017-2018

- Trained and provided coaching and mentoring to employees, new hires, and interns according to company policies, state regulations, and best practices to meet customer concerns.
- Responsible for the skill-development and service of clients on two program levels.
- Developed treatment and risk-management plans, monthly reports, and court documents via database and online software.

Specific Reason for Leaving Completed graduate practicum, left for personal development.

Company Southern Utah University
Address 351 W University Blvd, Cedar City, UT 84720
Supervisor Bry Carter
May we contact this employer for reference checking purposes? Yes No

Telephone # 435-586-7700
e.g. 555-555-5555
Date Employed: 7/20/2015 From 8/16/2019 To
Salary: \$ Starting \$ Ending

Job Title and Duties Veteran Certifying Official (account management) 07/2015 - 8/2016
Southern Utah University ~ 2015-2016

- Oversaw 300 Veteran student accounts and constructed plans to meet graduation goals and retention rates while representing as a liaison between the university, State/Federal Auditor, Regional VA Processing Center, and State Veterans office.
- Collaborated with the finance/cashier departments to resolve financial payments between student accounts and the Veteran's Affairs Regional Processing Center.
- Plan, administer, and control budgets, maintain financial records, and produce financial reports.

Specific Reason for Leaving Moved to Oregon for greater opportunities with securing a practicum for graduate school requirement.

SKILLS

Are you experienced in using personal computers?
 Yes
 No

Computer Type
 PC
 Mac
 Other
Lap tops :

What programs are you capable of using?
Microsoft Windows
Microsoft Office and Outlook
Internet browsers like Firefox, Safari, and Chrome
Database and Educational Software

OTHER

(Optional): Use the space below to describe your interest in the position and the skills and aptitudes that you feel qualify you for this position. Job-related associations, special job-related training or skills and the like may be listed here.

My interest in the position.

As a counselor and recipient of Veteran's benefits, I understand factors that accompany the frustration of Veterans and their service-connected disabilities. I have strong awareness of the impact those factors have on the Veteran and family members, to include their financial struggles. Many Veterans, if not most, view each other as a member of a brotherhood of family. My character reveals itself most in periods of struggle, and those who know me, understand I raise the bar for family members and those alike. By that I mean I work harder.

Job-related associations, training, and skills.

While working in the Veteran's Education Center at Southern Utah University (SUU), I discovered a greater value for myself and for my work. It was then I realized my passion for working with Veterans. The university position provided me with specialized training in federal regulations, educational benefits, & eBenefits. Due to the population of interest and program development, the Veterans' Center at the university grew and became a one-stop shop for information and resourcing. We were no longer limited to education but worked in conjunction with state, county, and other local Veteran service representatives to provide resources for VOC Rehab, disability information, adding dependents, Internship, and financial assistance.

I understand for many Veterans, the process of reaching out for help or asking for financial assistance can be difficult, but there are ways to address those concerns and still provide services. I'm a member of the Legion and VFW with knowledge of resources through those organizations and others closely related. While working in Oregon as a mental health and addiction counselor, my spouse was employed as a Family Assistance Specialist (FAS). Both positions together pooled greater resources for Veterans and military families who needed financial assistance and counseling services. I learned a great amount of resources from the FAS and about further concerns regarding Veterans in need.

Other skills

As a counselor, I have the education and skills to assess when a person is at risk to harm themselves or others. I understand the field of mental health and can assist Veterans and their families with identifying services for counseling needs. Aside from the vast knowledge of understanding and tracking of resources; other vital skills I possess are, accountability, communication, adaptability, research, flexibility, active listening, empathy, and leadership.

"A good objective of leadership is to help those who are doing poorly to do well and to help those who are doing well to do even better" (Jim Rohn).

CERTIFICATE AND RELEASE INFORMATION

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for dismissal. I also understand that the County retains the right to terminate an employee at any time for any reason, with or without cause, in accordance with the Employee Handbook of Cass County.

AUTHORITY FOR RELEASE OF INFORMATION

I have completed this application with the knowledge and understanding that any or all items and answers which I have provided may be subject to investigation by Cass County. I hereby consent to the release of information requested by Cass County from any and all educational institutions, law enforcement agencies, current and former employers, and other listed references.

I acknowledge that I have read and understand the above agreement.

*

Matthew Kirby

Applicant's Signature

*

9/10/2019

Date

*

Applicant's Driver's License Number

*

Oregon

State of Residence



DEPARTMENT OF VETERANS AFFAIRS
810 Vermont Ave NW
Washington, D.C. 20420

September 09, 2019

Matthew Kirby
[REDACTED]

In Reply Refer to:
[REDACTED]
27/eBenefits

Dear Mr. Kirby:

This letter is furnished to support your consideration for Veterans' preference as you seek Federal civil service employment.

What Our Records Show

The Department of Veterans Affairs records certify that you separated under honorable conditions from active duty military service and that you are entitled to compensation for service-connected disability(ies) which are at least 30 percent or more disabling. Your payment is made in accordance with public laws administered by the Department of Veterans Affairs.

How You Can Contact Us

- If you need general information about benefits and eligibility, please visit us at <https://www.ebenefits.va.gov> or <http://www.va.gov>.
- Call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833.
- Ask a question on the Internet at <https://iris.custhelp.va.gov>.

Sincerely,

Duane A. Honeycutt
Acting Executive Director
Benefits Assistance Service

Enclosure: Standard Form 15

Matthew Kirby



References

Cascadia Behavioral Healthcare

1. Sheryl Luke (Program Manager)
sheryl.luke@cascadiabhc.org 503-261-6149 or 503-889-2505
2. Stephanie Szumny (licensed therapist-former colleague)
773-865-4154

Volunteers of America

3. Kai Nichols (Former Program Manager)
kaiburgessms@gmail.com 503-267-0673

Matthew Kirby



Job Title: Veteran Service Officer

Cass County Government
Fargo, ND

Dear Hiring Manager:

I am a flexible, detail-oriented counselor with over six-years' experience in social services managing relationships and dealing with people. Member of the National Association for Alcoholism and Drug Abuse Counselors (NAADAC). Prior to becoming a counselor, I completed a contract with Southern Utah University as the Veteran Certifying Official working as a liaison between Veterans, the university, and the Veteran's Regional Processing Center. Experienced with high levels of case-management, multi-disciplinary teams, politics, and working with diverse clientele. My passion involves business development, training, and helping others improve their lifestyle. My education includes but not limited to a M.S. degree in counseling and a M.S. degree in organizational psychology.

Involvement from earlier work required skill-training, presentations, strong work ethics, dependability, leadership, and frequent communication across individual support teams. That communication extended to legal officials, face-to-face interaction with clients, therapists, program directors, state officials, and private agencies. Other responsibilities included business development, making assessments, curriculum development, and constructing plans approved by state officials. I have an act to leverage resources, motivate others, and develop solutions while managing daily operations.

In closing, I would enjoy an opportunity to speak with someone in your organization regarding the position. Please contact me via e-mail at [redacted] or between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday at [redacted]

Best regards,

Matthew Kirby



MATTHEW KIRBY

Skills

- **Oral and written communication:** Used MS Office to develop curriculum and generate reports, facilitated educational groups and conducted oral presentations; author.
- **Performance enhancement:** Drawing upon advanced knowledge of human behavior and motivations, industrial and organizational methods; identify intrinsic and extrinsic values.
- **Coordination and training:** coordinate and manage relationships between personnel and human resource management in physical and educational work environments.
- **Evaluation/performance improvement:** produce usable data and apply their findings to enhance the workplace environment and optimize productivity and efficiency.

*10+ years Quality and High Productivity Leadership
7+ years Policy, Procedures, and Conflict Resolution
7+ years Effective Judgement and Decision- Making
10+ years in Teamwork, Training, and Motivation*

Relevant Role Experience


Mental Health and Addiction Counselor III

VOA (Behavioral Healthcare) ~ 2018-2019

- Contact new and existing clients to discuss health-related concerns and how specific services can meet their needs.
- Established constructive and supportive working relations with clients and community agencies.
- Gained insight into community programs that promote, maintain, and improve individual and public health.
- Offered services to individuals and group-settings, educated clients on public health issues, STI's, screening practices, mental health services, and drug abuse.
- Demonstrated progress with team members to promote departmental goals; consulted with legal officials and program managers to form solutions.
- Developed curriculums for training, education, lectures, and skill-development; used guides, and course materials, such as handouts, visuals, and board drawings.

Addiction Counselor II

Cascadia Behavioral Healthcare ~ 2017-2018

- Trained and provided coaching and mentoring to employees, new hires, and interns according to company policies, state regulations, and best practices to meet customer concerns.
 - Responsible for the skill-development and service of clients on two program levels.
 - Developed treatment and risk-management plans, monthly reports, and court documents via database and online software.
- 

- Presented information using a variety of instructional techniques and formats, such as simulations, exercises, group discussions, videos, and lectures.

Veteran Certifying Official (account management)

Southern Utah University ~ 2015-2016

- Oversaw 300 Veteran student accounts and constructed plans to meet graduation goals and retention rates while representing as a liaison between the university, State/Federal Auditor, Regional VA Processing Center, and State Veterans office.
- Collaborated with the finance/cashier departments to resolve financial payments between student accounts and the Veteran's Affairs Regional Processing Center.
- Plan, administer, and control budgets, maintain financial records, and produce financial reports.

Education

2017 National Association for Alcoholism and Drug Abuse Counselors (NAADAC).
National Certified Addiction Counselor

2017 Grand Canyon University - Phoenix, AZ
Master of Science: Counseling

2012 Grand Canyon University - Phoenix, AZ
Master of Science (Business): Industrial Organizational Psychology

Work History

- COUNSELOR III - VOLUNTEERS OF AMERICA (VOA), PORTLAND, OR 09/18 - 07/19
- COUNSELOR II- CASCADIA BEHAVIORAL HEALTHCARE (CBH), PORTLAND, OR 01/2017 - 04/2018
- VETERAN'S CERTIFYING OFFICIAL/LIAISON - SOUTHERN UTAH UNIVERSITY, CEDAR CITY, UT 07/2015 - 8/2016
- MENTAL HEALTH ASSOCIATE - COPPER HILLS, WEST JORDAN, UT 02/2015 - 08/2015
- BEHAVIOR CONSULTANT - BEHAVIOR SERVICES & THERAPY, SOUTH BEND, IN 10/2013 - 08/2014
- FACILITY MANAGER - OASIS BEHAVIORAL HEALTH, CHANDLER, AZ 06/2011 - 07/2013
- COACH COUNSELOR - CANYON STATE ACADEMY (RITE OF PASSAGE), QUEEN CREEK, AZ 11/2009 - 06/2011





CASS COUNTY GOVERNMENT

APPLICATION FOR EMPLOYMENT

Mailing Address: PO BOX 2806, Fargo, ND 58108-2806
 Personnel Department, 211 9th Street S, Fargo, ND 58103

We are pleased that you are interested in applying for a position with Cass County Government. Cass County does not discriminate in hiring practices on the basis of race, color, religious creed, national origin, sex, age, ancestry, or handicap if the applicant's ability to perform the job is not limited. No question on the form is intended to secure information to be used for such discrimination.

GENERAL INFORMATION:

Name: *
 Christopher Deary John
 First Last Middle

Social Security #
 e.g. 555-555-5555

Email address: *
 jsmith@caszoo.com

Address: *
 Street City State Zip

Telephone #1: *
 e.g. 555-555-5555

Telephone #2
 Cell type e.g. 555-555-5555 type

Division
 Veteran's Service

Position Applied For:
 Veteran's Service Officer

Type
 Full Time

Salary Requirements
 60K

Date Available *
 10/21/2019

Can you provide proof, if hired, that you are eligible to work in the United States? *
 Yes
 No

Comments

VETERANS PREFERENCE

Have you ever served on active duty, other than training? *
 Yes No

Have you ever been discharged from the armed services under other than honorable conditions?
 Yes No

Do you have a disability rating from the US Department of Veterans Affairs?
 Yes No
 If "YES" you must furnish a letter from the VA

EDUCATION

School Name *	Address *	Major *	Last year completed	Graduated?	Degree *
University of North Dakota	Grand Forks, ND	Social Work	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4	<input checked="" type="radio"/> Yes <input type="radio"/> No	Masters
Minnesota State University of Moorhead	Moorhead, MN	Communications	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input checked="" type="radio"/> 4	<input checked="" type="radio"/> Yes <input type="radio"/> No	BS

WORK HISTORY

Company	Address	Supervisor	May we contact this employer for reference checking purposes?
SENDCAA	3233 S UNIVERSITY DRIVE	Sarah Hasbargen	<input checked="" type="radio"/> Yes <input type="radio"/> No
Telephone #	Date Employed:	Salary:	
701-232-2452 e.g. 555-555-5555	2/22/2016 From To	\$ 18.00 Hourly	\$ Hourly
Job Title and Duties	Supported Services for Veterans Families Case Manager - Assisting homeless veterans to find housing and supports with a grant (SSVF) to allow them to become self sufficient and work on their individual goals including referrals to other agencies. Also, helps housed veterans who are in emergency situations to stay housed (rental units) through the use of the grant by working with specific landlords. Budgeting, communication skills, outreach and various speaking engagements regarding the program are used to end veteran homelessness within our community with the program.		

Specific Reason for Leaving NA

SKILLS

Are you experienced in using personal computers?
 Yes
 No

Computer Type
 PC
 Mac
 Other

What programs are you capable of using?
All Microsoft office programs and Photoshop
See resume

OTHER

(Optional): Use the space below to describe your interest in the position and the skills and aptitudes that you feel qualify you for this position. Job-related associations, special job-related training or skills and the like may be listed here.

Fargo VA courses completed: Critical Conversations with Staff, Developing a Healthy Organization, Personal Development Plan, Basic Life Saving (BLS) and Facility Leadership Effectiveness Accountability Development (LEAD), January 2012 - December 2012. Proficient in Microsoft Office, Power Point, Photoshop, Final Cut Express, Flash and other web technologies. North Dakota Statewide Continuum of Care and Vulnerability Index Service Prioritization Decision Assistance Tool trainings, completed in 2016.

Franklin Covey courses completed: Project Management, 5 Choices of Extraordinary People, Real Colors, Speed of Trust, 7 Habits of Highly Effective People and Achieving Your Highest Priorities. January 2012 - December 2012

Commission on Accreditation of Rehabilitation Facilities (CARF), VA Employment and Community Services Training, Completed August 12-15, 2012, Las Vegas, NV. Native American Cultural Awareness Training, 4/2/14.

Fargo VA - Facility LEAD Program - 2012
Minnesota State University of Moorhead - Dean's List - 2007
United States Army - Commendation Medal (ARCOM) OIF - 2007
United States Army Quartermaster School - Honor Graduate - 2003

CERTIFICATE AND RELEASE INFORMATION

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for dismissal. I also understand that the County retains the right to terminate an employee at any time for any reason, with or without cause, in accordance with the Employee Handbook of Cass County.

AUTHORITY FOR RELEASE OF INFORMATION

I have completed this application with the knowledge and understanding that any or all items and answers which I have provided may be subject to investigation by Cass County. I hereby consent to the release of information requested by Cass County from any and all educational institutions, law enforcement agencies, current and former employers, and other listed references.

I acknowledge that I have read and understand the above agreement.

*

Christopher John Pecky

Applicant's Signature

*

9/20/2019
Date

*

Applicant's Driver's License Number

*

North Dakota
State of Issuance

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) DEERY, CHRISTOPHER JOHN		2. DEPARTMENT, COMPONENT AND BRANCH ARMY/ARNGUS		3. SOCIAL SECURITY NUMBER [REDACTED]	
4a. GRADE/RATE OR RANK SPC	4b. PAY GRADE EOA	5. DATE OF BIRTH (YYYYMMDD) [REDACTED]	6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 20090914		
7a. PLACE OF ENTRY INTO ACTIVE DUTY MOORHEAD, MINNESOTA		b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) [REDACTED]			
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND HHC (-) FWD 2-136 IN BN (M) FC			b. STATION WHERE SEPARATED FORT MCCOY, WI 54656-5150		
9. COMMAND TO WHICH TRANSFERRED TAG, ARNG MN, 20 WEST 12TH STREET, ST PAUL, MN 55155-2098				10. SGLI COVERAGE AMOUNT: \$400,000.00	
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 92Y10 00 UNIT SUPPLY SPEC - 1 YRS 11 MOS// NOTHING FOLLOWS		12. RECORD OF SERVICE			
		a. DATE ENTERED AD THIS PERIOD	2005	10	01
		b. SEPARATION DATE THIS PERIOD	2009	09	31
		c. NET ACTIVE SERVICE THIS PERIOD	0001	11	00
		d. TOTAL PRIOR ACTIVE SERVICE	0000	00	23
		e. TOTAL PRIOR INACTIVE SERVICE	0003	06	23
		f. FOREIGN SERVICE	0001	03	23
		g. SEA SERVICE	0000	00	00
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) ARMY COMMENDATION MEDAL//ARMY GOOD CONDUCT MEDAL//NATIONAL DEFENSE SERVICE MEDAL//GLOBAL WAR ON TERRORISM SERVICE MEDAL//IRAQ CAMPAIGN MEDAL//ARMY SERVICE RIBBON//OVERSEAS SERVICE RIBBON//ARMED FORCES RESERVE MEDAL W/ M DEVICE//DRIVER AND MECHANIC BADGE WITH DRIVER - WHEELED VEHICLE(S) CLASP//NOTHING FOLLOWS		14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) COMBAT LIFE SAVERS CRS, 1 WEEK, 2005//NOTHING FOLLOWS			
15a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM				YES	NO
b. HIGH SCHOOL GRADUATE OR EQUIVALENT				X	NO
16. DAYS ACCRUED LEAVE PAID 0.5	17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION			YES	NO
					X
18. REMARKS SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA// SERVICE IN IRAQ 20060326-20070716//... INDIVIDUALLY COMPLETED PERS GOV FOR WHICH ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST-SERVICE BENEFITS AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION IRAQI FREEDOM LAW TO USC 12302//MEMBER HAS COMPLETED ELIST FULL TERM OF SERVICE//NOTHING FOLLOWS					
19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code)			19b. NEAREST RELATIVE (Name and address (include ZIP code))		
[REDACTED]			[REDACTED]		
20. MEMBER REQUESTS COPY 3 BE SENT TO		DIRECTOR OF VETERANS AFFAIRS			
				YES	NO
21. SIGNATURE OF MEMBER BEING SEPARATED		22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade title and signature)			
[Signature]		DANIEL CROWLEY (PROJECT MANAGER)			

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY	24. CHARACTER OF SERVICE (Include upgrades) HONORABLE	
25. SEPARATION AUTHORITY AR 635-200, CHAP 4	26. SEPARATION CODE LBK	27. REENTRY CODE NA
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE		
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE		30. MEMBER REQUESTS COPY 4 (Initials) <i>CD</i>



DEPARTMENT OF VETERANS AFFAIRS
Health Eligibility Center
2957 Clairmont Rd, Suite 200
Atlanta, GA 30329-1647

February 13, 2013



0213_BI_004894 *****MIXED AADC 159

Mr. Christopher John Deery



Dear Mr. Deery,

Our records indicate that information used to establish your benefits for VA health care recently changed. Our records indicate you are now enrolled in Priority Group 1. Your unique eligibility factors are:

- 70% percent Service-connected
- Determined to have served on active duty in the Southwest Asia theater of operations during the Persian Gulf War

Your new copay, if applicable, and benefits information are provided on the reverse of this letter.

If you wish to appeal our decision, follow the instructions on the enclosed VA Form 4107VHA, "Your Rights to Appeal Our Decision." Return your Notice of Disagreement to the Enrollment Coordinator at your local VA health care facility.

If you have questions, you may contact the VA at the toll-free number, 1-877-222-VETS (8387) or visit your local VA medical health care facility. You may also find additional information on eligibility and enrollment on VA's website at <http://www.va.gov/healthbenefits>.

Sincerely,

Tony A. Guagliardo
Director, Health Eligibility Center



VA Defining
HEALTH EXCELLENCE
CARE in the 21st Century

19 Sept 2019

To Cass County HR and Cass County Commissioners:

In Reference to Chris Deery's application for the position of Cass County Veteran Service Officer:

It is with great pleasure I write this letter of recommendation for Chris Deery. I have had the opportunity to work with Chris in many different capacities as he has served as the Supportive Services for Veteran Families Case Manager for Southeastern North Dakota Community Action Agency (SENDCAA). Chris' passion to serve veterans in their most trying times while they face homelessness, challenging mental health struggles, addiction, and financial crisis is truly inspiring.

Chris' role as the SSVF Case Manager is one of innovation, challenge, and overcoming boundaries. Veteran service is inherently challenging. A goal of the Department of Veterans Affairs and various organizations is reducing veteran suicide and veteran homelessness. Chris has been in a 'boots on ground' role for years, ensuring that veterans get competent, caring service in their time of needs. He has built a robust network within numerous agencies to include the Cass County Veteran Service Office, the Department of Veterans Affairs, Southeast Health and Human Service Offices, North Dakota Department of Veterans Affairs, North Dakota Job Service, among others to ensure that housing isn't the only service offered in his office. He is very aware that innovative and robust services are critical to the success of all veterans; especially those with complex needs.

As a veteran, he has embodied what continue to serve really means. He has been passionate about giving back to his own population. I've asked him why he is ready to move beyond SSVF and into this role. He wants to offer more to veterans and their families; continue veteran service beyond housing and mental health service. This motivation led him to completing his Master's in Social Work.

I serve the North Dakota Dept of Veterans Affairs as the Women's Veterans Coordinator. In this role, I serve nontraditional veterans seeking various services. I have leaned heavily on Chris in housing veteran in their time in need. Chris has readably been available to assist veterans in crisis and I feel confident that his experience is unique and incomparable to any other applicant, setting him apart. I look forward to working with him in the capacity of the Cass County Veteran Service Officer.

It is with great pleasure that I recommend him for this role. His drive, passion for serving veterans, compassion, innovation, and drive that allowing me to feel confidence in this recommendation. Thank you for allowing me the opportunity to recommend such a strong candidate.

Please feel free to reach out to me with any questions.

Yours in service,



Calie C Lindseth, MPH
North Dakota Department of Veterans Affairs
Women's Veteran Coordinator
calie.lindseth@va.gov
701-451-4645 work
701-451-4674 fax

Christopher John Deery



9/20/2019

Human Resources Department
211 9th Street S.
Fargo, ND 58103

To Whom It May Concern,

In response to your recent job posting, please accept this letter and resume in application for the position of the Veteran's Service Officer at Cass County of North Dakota.

As you can see from my enclosed resume, my degree in communications and recent graduation in the social work field at the University of North Dakota as well as my work ethic and skills, make me a strong candidate for this position. I have over 15 years of experience with working within Minnesota and North Dakota assisting veterans and civilians with their specific needs including employment services, maintaining employment, and housing, mental health and to end homelessness in our area. Currently, I work full time as a supported services for veterans families case manager for Southeastern North Dakota Community Action.

I would appreciate the opportunity to discuss my credentials with you at a mutually convenient time. Thank you for your consideration.

Respectfully yours,

Christopher John Deery

Enclosure: Resume

Christopher J Deery



Objective: A position as a Communications Representative/Specialist in a major agency.

Availability: **Job Type:** Permanent
Work Schedule: Full-Time

Work Experience: **SENDCAA**
3233 So University Drive
Fargo, ND 58104

2/2016 - current
Salary: \$22.00 hr.
Hours Per Week: 40

Supportive Services for Veterans Families Case Manager

Supervisor: Sarah Hasbargen (701-232-2452)

Okay to contact this Supervisor: Yes

The Supported Services for Veteran Families program provides assistance to eligible veterans that are in search of housing or at risk of losing their current housing through prevention and rapid rehousing grant tracks. Case Manager provides outreach services to veterans at local homeless shelters in the Fargo-Moorhead area connecting them to services earned and other needed resources. Assists veterans in applying for benefits through the VA medical center and local regional offices. Provides case management services to veterans for mental health, budgeting, food services, beds, clothing and financial assistance grants with housing and energy. Ensures that veterans and their families stay housed or find permanent housing with this assistance and provides a wide array of resources in working with Fargo Housing Redevelopment Authority, HUD and private and local landlords re/securing stable housing. Assists veterans with support in applying for housing through the North Dakota Statewide Continuum of Care and Vulnerability Index Service Prioritization Decision Assistance Tool. Refers and adds veterans to the prioritization list to try to secure housing in an effort with other local agencies. Assists veterans and civilians with landlord risk mitigation providing referrals to Fair Housing and legal assistance. Helps veterans find transportation in the area through designed programs in the local area.

**Work
Experience:**

Gladys Ray Shelter and Veterans Drop-In Center
1519 1st Avenue North
Fargo, ND 58102

09/2014 – 2/2016

**Salary: Intern to
\$14.02 hr**

Hours Per Week: 15-25

Client/Shelter Advocate

Supervisor: Jan Eliassen (701-364-0116)

Okay to contact this Supervisor: Yes

Provides employment services to non-veterans and veterans who are homeless to become employed and work on their individual goals. Performs client intakes, charting notes, answering telephone calls, assists with client transportation needs, food bank pick up and answers client questions to any service provided in and around the F-M area. Meets with non-veterans and veterans in the community to assist them in successfully meeting their goals including with resumes, application assistance to housing and when various trainings are available through North Dakota Job Service or other service providers. Assists in facilitation of a weekly group where clients discuss their goals or any situation they may need assistance. Able to work with staff members on a regular basis to successfully serve area clients. Meets with supervisor on a weekly basis for direction and review of client information. Attends trainings when available to stay current on certificates and/or licenses. Assists in fundraising and advocated strongly on behalf of the shelter when outside of the office. Visits other area shelters for educational purposes and to tour then to improve relationships and guests time at shelters.

Work Experience: Fargo VA Health Care System
2102 Elm Street North
Fargo, ND 58102 United States

05/2011 – 05/2014
Salary:
40,485.00 USD Per
Year
**Hours per
week:** 40
Series: 1715 Pay
Plan: GS
Grade:7/2

Vocational Rehabilitation Specialist (This is a federal job)

Supervisor: Diana Hall (701-232-3241 9-3472)

Okay to contact this Supervisor: Yes

Completed the Homeless Veteran Supported Employment Program (HVSEP) training in Boston, MA. June 13-16, 2011. Provides employment services to veterans who are homeless or at risk of becoming homeless to become competitively employed and maintain their individualized success. Performs clinical reminders, progress notes (CPRS), face-to-face notes, telephone notes, admission and discharge notes and updates veteran's employment information via a scorecard tracker. Assists veterans with the various employment programs that the VA Medical Center offers and makes sure when a program is selected that it is carried out effectively. Computes and records veteran's information through a vocational assessment profile, plan of care and a data collection agency (NPEC). Communicates with veterans and staff in a professional manner while inside the VA and within the community. Meets with veterans in the community, their homes and shelters to provide employment assistance/options to successfully meet requirements of their goals including resumes, schooling and various trainings available. Provides accurate interpretation of information to team members for continued veteran progress. Able to work and interact with team members on a regular basis to successfully serve veterans who are on our case loads. Updates and records all Talent Management System (TMS) courses to complete annual training through the VA Medical Center. Participates in outreach activities at the VA Medical Center and within the community to better serve our veteran population. Works with veterans with various mental and physical barriers to find employment in this competitive job market.

MN Army National Guard
1002 15th Avenue North
Moorhead, MN 56560 United States

**09/2001 -
06/2011**
Salary:
350.00 USD Per
Month
**Hours per
week: 24**

Supply Specialist

Supervisor: SSG Wayne Jansen (701-866-6610)

Okay to contact this Supervisor: Yes

Controlled, serviced, maintained, assembled and repaired small fire arms for soldier use. Operated trucks, trailers and buses to travel short and long distances to provided goods and materials to soldiers. Performed preventative maintenance checks and services to these vehicles to ensure they ran at a high level and were safe to operate. Ordered and distributed boots, clothing, body armor, flight suites and various equipment to over 250 soldiers. Oversaw and signed for over 25 million dollars worth of equipment in Operation Iraqi Freedom, 2006-2008. Issued and tracked this equipment with hand receipts with in the company and unit levels. Flew 20 monthly missions in Iraq to secure and bring back needed supplies for soldiers in my unit. Awarded an army accommodation medal in 2007 for meritorious service in OIF. Followed United States Army laws, procedures and policies throughout military career.

North Dakota AFL-CIO
1323 E Front Ave
Bismarck, ND 58504 United States

**07/2010 -
04/2011**
Salary:
15.00 USD Per
Hour
**Hours per
week: 60**

Communications Director

Supervisor: Dave Kemnitz (701-226-3052)

Okay to contact this Supervisor: Yes

Developed, created and modified various political mediums for local, state and federal campaigns. Maintained and monitored local AFL-CIO Facebook page, session blog and website. Coordinated with local leaders the get out and vote campaign by tackling local issues of importance through media relations. Assisted these local leaders by using a database which outlined specific voting information in their respective state districts. Helped manage a team to research, design and execute a successful campaign season. Able to creatively generate ideas for strategies, products and services. Developed graphic designs and coordinated advertising copy to produce postcards, brochures and newsletters with a local print shop. Maintained a professional and respectful rapport while working with elected officials.

Lutheran Social Services of ND
1505 5th Avenue South
Fargo, ND 58103 United States

**08/2009 -
04/2011**
Salary:
11.50 USD Per
Hour
**Hours per
week: 30**

Residential Specialist

Supervisor: Paul Radel (701-297-6171)

Okay to contact this Supervisor: Yes

Responsible for supervising and monitoring client's performance and safety while on and off facility grounds. Ensured both male and female clients would follow daily schedules, chores and attended various group activities for their personal growth. Assisted clients in their recovery process of overcoming mental, physical and emotional interferences. Aided clients with social and economic training to prepare them for real world experiences. Used subjective, objective, assessment and plan (SOAP) charting to record clients daily/nightly observations. Performed hourly checks on clients to maintain attendance, accountability and safety with in the facility. Used standard operating procedures at all times when clients would act out or run away from the facility. Was able to work as a team player with social workers and other residential specialists to find the best treatments available for client's recovery.

Radio Fargo-Moorhead
1020 25th Street South
Fargo, ND 58103 United States

**08/2009 -
01/2010**
Salary:
10.00 USD Per
Hour
**Hours per
week: 40**

Assistant Producer

Supervisor: Mike McFeely (701-237-5346)

Okay to contact this Supervisor: Yes

Promoted ideas to radio host for daily speaking points. Collected and analyzed facts about local, state and federal news events. Set up interviews with local, state and federal elected officials, leaders and guests for live broadcast. Able to work with deadlines to cover the major stories of the day.

Worked as a team member with host and producer to ensure a well run broadcast. Learned valuable communications skills regarding to on-air interviews, investigations, research and planning.

Radio Fargo-Moorhead
1020 25th Street South
Fargo, ND 58103 United States

**08/2007 -
05/2008**
Salary:
10.00 USD Per
Hour
**Hours per
week: 40**

Communications Intern

Supervisor: Joel Heitkamp (701-237-5346)

Okay to contact this Supervisor: Yes

Assisted host with scheduling guests, answering emails, phone calls, researching story ideas, interviews and public relation events. Planned with local, state and federal leaders to call into the show to voice their opinions on key newsworthy issues. Organized and assisted host with carrying out a quality program to influence and inform its listeners. Researched and investigated several story ideas to release facts to our listeners. Collaborated with host on-air about stories that affected our military service men and women, consumers, programming and other related topics. Read advertisements on-air to promote local businesses. Worked with a news team to find stories and facts to make the public aware. Used the utmost respect and professionalism on and offsite when representing this employer and performing my duties.

Education: **University of North Dakota** Grand Forks, ND United States
Master of Social Work 06/2017

Minnesota State University of Moorhead Moorhead, MN United States
Bachelor's Degree 05/2008

Credits Earned: 134 Semester hours

Major: Mass Communications

Relevant Coursework, Licenses and Certifications:

Bachelor of Science

Quartermaster School Fort Lee, VA United States
Technical or Occupational Certificate 08/2003

Major: Unit Supply Specialist-92Y10

Relevant Coursework, Licenses and Certifications:

Graduated from Quartermaster School on August 1, 2003, United States Army. Honor graduate recipient.

Basic Training Fort Jackson, SC United States
High School or equivalent 07/2002

Major: Soldier

Relevant Coursework, Licenses and Certifications:

Graduated from basic training July 25, 2002, United States Army.

Fargo South High School Fargo, ND United States
High School or equivalent 06/1999

Job Related Training:

Fargo VA courses completed: Critical Conversations with Staff, Developing a Healthy Organization, Personal Development Plan, Basic Life Saving (BLS) and Facility Leadership Effectiveness Accountability Development (LEAD), January 2012 - December 2012. Proficient in Microsoft Office, Power Point, Photoshop, Final Cut Express, Flash and other web technologies. North Dakota Statewide Continuum of Care and Vulnerability Index Service Prioritization Decision Assistance Tool trainings, completed in 2016.

Franklin Covey courses completed: Project Management, 5 Choices of Extraordinary People, Real Colors, Speed of Trust, 7 Habits of Highly Effective People and Achieving Your Highest Priorities. January 2012 - December 2012

Commission on Accreditation of Rehabilitation Facilities (CARF), VA Employment and Community Services Training, Completed August 12-15, 2012, Las Vegas, NV. Native American Cultural Awareness Training, 4/2/14.

Affiliations: D.A.V. - Member

References:	Name	Employer	Title	Phone	Email
	Steve Stoner	Park Company Realtors	Co-Owner	701-238-1206	
	Joel Heitkamp (*)	Radio Fargo-Moorhead	On-Air Personality	701-899-2326	
	Jasper Schneider	USDA Rural Development	State Director	701-306-1486	
	Tadd Vanyo (*)	MN Army National Guard	Major, Executive Officer	651-635-7173	
	Wayne Jansen (*)	MN Army National Guard	Supply Staff Sergeant	701-866-6610	

(*) Indicates professional reference

**Additional
Information:**

Fargo VA - Facility LEAD Program - 2012
Minnesota State University of Moorhead - Dean's List - 2007
United States Army - Commendation Medal (ARCOM) OIF - 2007
United States Army Quartermaster School - Honor Graduate - 2003



DEPARTMENT OF VETERANS AFFAIRS
VA Regional Office Fort Snelling-28
One Federal Drive - Room G350
St Paul, MN 55111-4050
(800) 827-1000

Mr. Christopher J. Deery

In Reply Refer To: 335/28

CSS: [REDACTED]

Dear Mr. Deery:

This is a certification that the records of the above-named honorably discharged veteran of the Armed Forces of the United States is certified by the Vocational Rehabilitation and Employment Service of the Department of Veterans Affairs as having a service connected disability.

This certified veteran is applying and requests consideration for "Employment in the Excepted Service" as provided for in 5 CFR, Chapter 1, Part 302. This veteran is requesting consideration for appointment under Schedule A as provided for under 5 CFR 213.3202(u) for the following positions:

Vacancy

Announcement:

Title:

The veteran is certified by the Vocational Rehabilitation and Employment Service of the Department of Veterans Affairs to be able to perform the essential duties of the position, with or without accommodations. The veteran is also certified as having a permanent rating over 30% service connected disability.

Sincerely,

A handwritten signature in cursive script, appearing to read "Roy C. Marsh".

Roy C. Marsh
Rehabilitation Counselor



CASS COUNTY GOVERNMENT

APPLICATION FOR EMPLOYMENT

Mailing Address: PO BOX 2806, Fargo, ND 58108-2806
 Personnel Department, 211 9th Street S, Fargo, ND 58103

We are pleased that you are interested in applying for a position with Cass County Government. Cass County does not discriminate in hiring practices on the basis of race, color, religious creed, national origin, sex, age, ancestry, or handicap if the applicant's ability to perform the job is not limited. No question on the form is intended to secure information to be used for such discrimination.

GENERAL INFORMATION:

Name: *
 Bryan Walters Keith
 First Last Middle

Address: *
 Street City State Zip

Telephone #1: *
 Cell type

Telephone #2: *
 Work type

Social Security #
 e.g. 555-55-5555

Email address: *
 jsm12@yserver.com

Position Applied For:
 Veteran's Service Officer

Type:
 Full Time

Salary Requirements:
 \$61,325/yr

Date Available: *
 11/1/2019

Can you provide proof, if hired, that you are eligible to work in the United States? * Yes No

Comments

VETERANS PREFERENCE

Have you ever served on active duty, other than training? * Yes No

Have you ever been discharged from the armed services under other than honorable conditions? Yes No

Do you have a disability rating from the US Department of Veterans Affairs? Yes No
If YES you must furnish a letter from the VA

EDUCATION

School Name: * Minnesota State University, Moorhead

Address: * 1104 7th Ave S, Moorhead, MN 56563

Major: * Biology

Last year completed: 1 2 3 4

Graduated?: Yes No

Degree: * B.A. Biology

WORK HISTORY

Company: ND Dept of Veterans Affairs

Address: 4201 38th St S, #104

Supervisor: Lonnie Wangen

May we contact this employer for reference checking purposes?: Yes No

Telephone #: 701-298-4693 (e.g. 555-555-5555)

Date Employed: 5/19/2016 (From) to 10/31/2019 (To)

Salary: \$ 50,016.00 (Starting) to \$ 52,965.00 (Ending)

Job Title and Duties: This position exists to coordinate, train, and supervise the Veterans Benefits Specialists in the Veterans Services Office of the ND Department of Veterans Affairs. This person will assign duties, review staff workload, review claims prior to submitting to the Federal VA, conduct employee reviews, oversee all VSO training and assist the Commissioner as needed. This position will be a Veteran Benefit Specialist also. Provide county veteran service officers (CVSO's) with educational materials, provide initial training and two training events per year, assist CVSO's in the performance of their duties, to disseminate information, to serve county veterans during times of CVSO office vacancies, assist counties in filling the CVSO positions.

Specific Reason for Leaving: Currently Employed

Company: ND Dept of Veterans Affairs

Address: 4201 38th St S

Supervisor: Lonnie Wangen

May we contact this employer for reference checking purposes?: Yes No

Telephone #	Date Employed:	Salary:		
701-298-4693	4/6/2015	5/18/2016	\$ 39,492.00	\$ 42,720.00
e.g. 555 555-5555	From	To	Starting	Ending

Job Title and Duties

Veteran Benefit Specialist: Coordinate agencies or instrumentalities of the state set up to provide services and benefits to returning veterans. Implement programs and benefits authorized by statute. Assist or represent veterans or their widows, administrators, executors, guardians or heirs (Clients), in processing claims or paperwork for benefits with the Federal VA. Federal VA claim and paperwork filings include but not limited to; gaining access to medical care at the VA Health Services, gaining access to Mental Health care, for compensation and resources due to injuries or illnesses caused by their military service, accessing educational programs, applying for pension programs, applying for community living care to include the Veterans home in Lisbon, applying for vocational rehab, widow and dependents access to medical care, burial benefits, educational benefits, Dependent Indemnity Compensation, pension, and community living care. Represent clients with decision review officers, Administrative Law Judge on board of veterans appeals in Washington DC, and if needed at the US Court of Appeals for Veterans Claims.

Assist or represent Clients in applying for benefits they have earned in North Dakota to include but not limited to; education benefits, health benefits, community care, property tax credits, war bonus, burial benefits, license plates, vehicle excise tax exemptions, veteran Indicator on ID's, access to discharge documents, housing assistance, veteran loans and grants.

Specific Reason for Leaving Promotion

Company	Address	Supervisor	May we contact this employer for reference checking purposes?
Dept of ND American Legion	405 Main Ave W # 4A, West Fargo, ND 58078	Dave Johnson	<input checked="" type="radio"/> Yes <input type="radio"/> No

Telephone #	Date Employed:	Salary:		
701-293-3120	6/3/2013	4/5/2015	\$ 34,000.00	\$ 35,500.00
e.g. 555 555-5555	From	To	Starting	Ending

Job Title and Duties

Department Service Officer: Assist or represent veterans or their widows, administrators, executors, guardians or heirs (Clients), in processing claims or paperwork for benefits with the Federal VA. Federal VA claim and paperwork filings include but not limited to; gaining access to medical care at the VA Health Services, gaining access to Mental Health care, for compensation and resources due to injuries or illnesses caused by their military service, accessing educational programs, applying for pension programs, applying for community living care to include the Veterans home in Lisbon, applying for vocational rehab, widow and dependents access to medical care, burial benefits, educational benefits, Dependent Indemnity Compensation, pension, and community living care. Represent clients with decision review officers, Administrative Law Judge on board of veterans appeals in Washington DC, and if needed at the US Court of Appeals for Veterans Claims.

Specific Reason for Leaving Accepted New Position ND DVA

Company	Address	Supervisor	May we contact this employer for reference checking purposes?
MNARNG	711 S 17th St, Montevideo, MN 56265	Troy Fink	<input checked="" type="radio"/> Yes <input type="radio"/> No

Telephone #	Date Employed:	Salary:		
320-269-9284	8/25/2003	11/10/2010	\$ 45,519.00	\$ 50,103.00
e.g. 555 555-5555	From	To	Starting	Ending

Job Title and Duties

Various positions as a Federal Technician beginning as a BN Training Officer responsible to advise Staff and Commanders on State and Federal training requirements and ensuring required resources are procured. Two tours as Rear Detachment OIC responsible for support of Families and forward Deployed Soldiers and the Admin, Training and Logistics support of Rear Detachment Soldiers. One deployment to Iraq as an Operations Officer in support of OIF and one deployment to Afghanistan as a NATO Advisor in support of OEF.

Specific Reason for Leaving Family needs and Lifestyle

SKILLS

Are you experienced in using personal computers?	Computer Type	What programs are you capable of using?
<input checked="" type="radio"/> Yes	<input checked="" type="checkbox"/> PC	ND DVA database: VeltraSpec, Currently accredited for access to all USDVA applications necessary for Compensation and Pension claims to include extensive experience with VBMS, SHARE, Virtual and VACOLS, Microsoft Office Suite; I have over 10 years' experience with EXCEL, WORD, POWERPOINT, OUTLOOK, and ACCESS
<input type="radio"/> No	<input type="checkbox"/> Mac	
	<input type="checkbox"/> Other	

OTHER

(Optional): Use the space below to describe your interest in the position and the skills and aptitudes that you feel qualify you for this position. Job-related associations, special job-related training or skills and the like may be listed here.

I am very knowledgeable of the Cass County Veteran Service Office. I have worked with the VSOs and Cass County Veterans. I am acutely aware of the office's issues and its potential. My years of leadership experience have given me supervisory abilities, knowledge of staff counseling, people management skills, project management skills and problem solving skills. I am good at recruiting and hiring talented employees. I have extensive experience in training and personnel management.

CERTIFICATE AND RELEASE INFORMATION

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for dismissal. I also understand that the County retains the right to terminate an employee at any time for any reason, with or without cause, in accordance with the Employee Handbook of Cass County.

AUTHORITY FOR RELEASE OF INFORMATION

I have completed this application with the knowledge and understanding that any or all items and answers which I have provided may be subject to investigation by Cass County. I hereby consent to the release of information requested by Cass County from any and all educational institutions, law enforcement agencies, current and former employers, and other listed references.

I acknowledge that I have read and understand the above agreement.

*

Bryan Walters

Applicant's Signature

*

9/24/2019
Date

*

Applicant's Date of Issuance Handbook

*

North Dakota
State of Issuance

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY
This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

1. NAME (Last, First, Middle) **WATTERS, BRYAN KEITH** 2. DEPARTMENT, COMPONENT AND BRANCH **ARMY/ARNGUS/FA** 3. SOCIAL SECURITY NUMBER [REDACTED]

4a. GRADE, RATE OR RANK **CPT** b. PAY GRADE **003** 6. DATE OF BIRTH (YYYYMMDD) **19690314** 6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) **00000000**

7a. PLACE OF ENTRY INTO ACTIVE DUTY **BLOOMINGTON, MINNESOTA** b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) [REDACTED]

8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND **US CENTRAL COMMAND FC** b. STATION WHERE SEPARATED **FORT DIX, NJ 08640-5089**

9. COMMAND TO WHICH TRANSFERRED **ARNG MI, 34 AR HHC 1 NFM-A FA MET (WPUFY6) BLOOMINGTON, MN 55431** 10. SGLI COVERAGE NONE AMOUNT: \$ **400,000.00**

11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 13A FIELD ARTILLERY, GEN - 1 YRS 2 MOS// NOTHING FOLLOWS	12. RECORD OF SERVICE			
	a. DATE ENTERED AD THIS PERIOD	2011	04	14
	b. SEPARATION DATE THIS PERIOD	2012	06	17
	c. NET ACTIVE SERVICE THIS PERIOD	0001	02	04
	d. TOTAL PRIOR ACTIVE SERVICE	0006	00	28
	e. TOTAL PRIOR INACTIVE SERVICE	0011	00	29
	f. FOREIGN SERVICE	0000	10	09
	g. SEA SERVICE	0000	00	00
	h. INITIAL ENTRY TRAINING	0000	00	00
	i. EFFECTIVE DATE OF PAY GRADE	2008	04	25

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)
SEA SERVICE DEPLOYMENT RIBBON//BRONZE STAR MEDAL//MERITORIOUS SERVICE MEDAL//JOINT SERVICE ACHIEVEMENT MEDAL//NAVY/MARINE COMBAT ACTION RIBBON//MERITORIOUS UNIT COMMENDATION//USMC GOOD CONDUCT MEDAL//ARMY RESERVE COMPONENTS ACHIEVEMENT MEDAL (2ND AWARD)//NATIONAL DEFENSE//CONT IN BLOCK 18

14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)
NONE//NOTHING FOLLOWS

16a. COMMISSIONED THROUGH SERVICE ACADEMY YES NO
b. COMMISSIONED THROUGH ROTC SCHOLARSHIP (10 USC Sec. 2107i) YES NO
c. ENLISTED UNDER LOAN REPAYMENT PROGRAM (10 USC Chap. 109) (If Yes, years of commitment: NA) YES NO

16. DAYS ACCRUED LEAVE PAID **0.5** 17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION YES NO

18. REMARKS
SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA//SERVICE IN AFGHANISTAN 20110530-20120408//INDIVIDUAL COMPLETED PERIOD FOR WHICH ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST SERVICE BENEFITS AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION ENDURING FREEDOM IAW 10 USC 12302//MEMBER HAS COMPLETED FIRST FULL TERM OF SERVICE//PDMRA FROM 20120423 TO 20120513//CONT FROM BLOCK 13; SERVICE MEDAL (2ND AWARD)//SOUTH WEST ASIA SERVICE MEDAL (3RD AWARD)//AFGHANISTAN CAMPAIGN MEDAL W/ TWO CAMPAIGN STARS//GLOBAL WAR ON TERRORISM EXPEDITIONARY MEDAL//SEE ATTACHED CONTINUATION SHEET
The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.

19a. MAILING ADDRESS AFTER SEPARATION (include ZIP Code) [REDACTED] b. NEAREST RELATIVE (Name and address - include ZIP Code) [REDACTED]

20. MEMBER REQUESTS COPY 6 BE SENT TO (Specify state/locality) **NI** OFFICE OF VETERANS AFFAIRS YES NO
a. MEMBER REQUESTS COPY 3 BE SENT TO THE CENTRAL OFFICE OF THE DEPARTMENT OF VETERANS AFFAIRS (WASHINGTON, DC) YES NO

21a. MEMBER SIGNATURE
ESIGNED BY: **WATTERS, BRYAN KEITH, 1136221899** b. DATE (YYYYMMDD) **20120416**
22a. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, signature)
ESIGNED BY: **CAYN, CHRISTINE, ANNE, 1280946245** b. DATE (YYYYMMDD) **20120416**
CHRISTINE CAYN, PERSONNEL ASST EAGLE SPT

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION
RELEASE FROM ACTIVE DUTY 24. CHARACTER OF SERVICE (include upgrade)
HONORABLE

26. SEPARATION AUTHORITY
AR 600-8-24, PARA 2-7 27. REENTRY CODE
NA

28. NARRATIVE REASON FOR SEPARATION
COMPLETION OF REQUIRED ACTIVE SERVICE

29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD)
NONE 30. MEMBER REQUESTS COPY 4 (Initials) **BRW**

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY *(Continuation Sheet)*

This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

1. NAME (Last, First, Middle) WATERS, BRYAN KEITH	2. DEPARTMENT, COMPONENT AND BRANCH ARMY/ARNGUS/FA	3. SOCIAL SECURITY NUMBER [REDACTED]
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(Specify the item number of the block continued for each entry.) //////////////////////////////////////
 CONT FROM BLOCK 18: //GLOBAL WAR ON TERRORISM SERVICE MEDAL//IRAQ CAMPAIGN MEDAL W/
 CAMPAIGN STAR//ARMY SERVICE RIBBON//OVERSEAS SERVICE RIBBON (3RD AWARD)//ARMED FORCES
 RESERVE MEDAL W/ M DEVICE//NATO MEDAL//NOTHING FOLLOWS

21.a. MEMBER SIGNATURE ESIGNED BY: WATERS, BRYAN KEITH. 1136221899	b. DATE (YYYYMMDD) 20120416	22.a. OFFICIAL AUTHORIZED TO SIGN <i>(Typed name, grade title, signature)</i> ESIGNED BY: CAIN, CHRISTINE ANNE. 1280946245 CHRISTINE CAIN, PERSONNEL ASST EAGLE SPT	b. DATE (YYYYMMDD) 20120416
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DEPARTMENT OF VETERANS AFFAIRS
810 Vermont Ave NW
Washington, D.C. 20420

September 20, 2019

Bryan K Watters
[REDACTED]

In Reply Refer to:
[REDACTED]
27/eBenefits

Dear Mr. Watters:

This letter is furnished to support your consideration for Veterans' preference as you seek Federal civil service employment.

What Our Records Show

The Department of Veterans Affairs records certify that you separated under honorable conditions from active duty military service and that you are entitled to compensation for service-connected disability(ies) which are at least 30 percent or more disabling. Your payment is made in accordance with public laws administered by the Department of Veterans Affairs.

How You Can Contact Us

- If you need general information about benefits and eligibility, please visit us at <https://www.ebenefits.va.gov> or <http://www.va.gov>.
- Call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833.
- Ask a question on the Internet at <https://iris.custhelp.va.gov>.

Sincerely,

Duane A. Honeycutt
Acting Executive Director
Benefits Assistance Service

Enclosure: Standard Form 15

To Whom it May Concern,

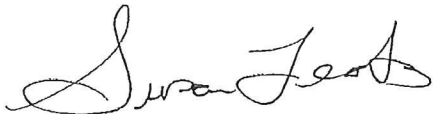
I am writing this unsolicited Letter of Recommendation for Bryan Watters for the position of Veteran Service Officer. Bryan has been my go-to for my continued training since Dan Thorstad's resignation. He is also the one who did my initial State training, so he is very knowledgeable in the duties and the complex procedures in filing veteran claims.

While I have been here for a year and a half, I continue to receive training in certain areas of the job. With the upcoming retirement of Les Ashe, I will need someone who can continue to help me grow to help my veterans in every way possible. We need a strong presence in the office, and most importantly a person who can deal with situations with a calm demeanor. And most important, someone who can continue with the filing of claims and manage the office and offer ongoing training.

Bryan also brings with him a knowledge of creating forms and documents and computer knowledge that will continue to move this office in a forward direction and to stay current with changes and advancements with software and programs. He will continue with keeping this office on the path of going paperless.

Bryan has been doing this job for the State of North Dakota for several years, he currently manages a staff very effectively, he is well versed in the federal laws and regulations of claims management as well as the regulations and benefits provided by the State.

I whole heartedly support Bryan Watters for this position.

A handwritten signature in cursive script, appearing to read "Susan Feakes".

Susan Feakes
Veteran Service Representative

OCTOBER 01, 2019

To Whom It May Concern:

My belief in Bryan Watters' ability and experience to perform as the Cass County Veterans Service Officer has prompted me to write this letter in his support.

I have known Bryan Watters for 4 years. He was my initial trainer from the NDVA. He has continued to be a great resource for VA updates and continuing education. He is very well versed in his field and has the expertise of making it relatable to new employees.

I have witnessed his leadership in organizing and implementing the ND State Veteran Service Officers Spring and Fall Conferences. Bryan has a good working relationship and respect for his fellow North Dakota Veteran Service Officers.

I believe that Bryan will be an asset to Cass County, our Veterans and our office. He shares our genuine concern and care for our Veterans.

A handwritten signature in cursive script that reads "Alena J. Praus". The signature is written in black ink and is positioned above the typed name.

Alena J. Praus

Cass County Veterans Service Office

Administrative Assistant

References

Lonnie Wangen

ND Commissioner for Veterans Affairs
4201 38th St S #104
Fargo, ND 58104
(701) 298-4694
Lwangen@nd.gov

Summer Kristianson

ND American Legion Department Service Officer
Fargo VARO, Rm 210
2101 Elm St N,
Fargo, ND 58102
(701) 451-4646
Summer.Kristianson@va.gov

Mike Conklin

ND DVA Veteran Benefit Specialist
Fargo VARO, Rm 209
2101 Elm St N,
Fargo, ND 58102
(701) 451-4642
marvin.conklin@va.gov

Mary Vetter

Richland County Veteran Service Officer
413 3rd Ave N
Wahpeton, ND 58075
(701) 642-7807
maryvetter@co.richland.nd.us

David Bratton

Stutsman County Veteran Service Officer
205 6th St SE
Jamestown, ND 58401
(701) 252-9043
dbratton@stutsmancounty.gov

Bryan Watters



September 24, 2019

Cass County Hiring Board

Dear Sir or Ma'am:

I am extremely interested in the open **County Veteran Service Officer** position with **Cass County**. My four years as a **ND DVA Veteran Service Officer Supervisor and Veteran Benefits Specialist**, along with two years as the American Legion DSO have given me an in depth understanding of the VAMC, VBA, NDDVA and the Cass County Office. My experience as a State Service Officer and the ND Department Service Officer have given me a unique perspective on issues and potential in the Cass CVSO office. My military experience as a Supervisor has given me extensive experience in staff development and project management. I have learned and mentored subordinates in problem solving in classroom and high stress environments. My experience and background make me an excellent candidate for this position.

I have over 6 years of experience as a **Veteran Service Officer and Supervisor**. I have 7 years of experience as a trainer and Supervisor while a Fulltime member of the MN ARNG. My time with the fulltime force also prepared me for my current job as a Veteran Service Officer Supervisor. Particularly, my two tours as a Rear Detachment OIC during two deployments of my Battalion introduced me to the State and Federal system of military dependent benefits and services and helping the Families connect to those resources. Upon the return of the units from deployments I assisted in coordinating with CVSOs and the VA to assist the Soldiers in applying for Compensation and Health Benefits. That, more than anything, started me on the road to my current career as a VSO.

If you have questions, or if you want to schedule an interview, please contact me at [REDACTED] or [REDACTED]. I look forward to meeting you to further discuss opportunities with **Cass County**.

Sincerely,

Bryan Watters
ND DVA

Bryan Watters

Summary

I am a Veteran Service Officer Supervisor with the ND DVA. I have over 4 years with the Department. I have an extensive knowledge of the VAMC, VBA, NDDVA and Veterans organizations in North Dakota. I am accredited with NDDVA and The American Legion, AMVETS and NACVSO. I worked previously for two years as the Department Service Officer for the ND American Legion. I was responsible for 2,451 Veteran Files, an average of 250 active claims and approximately 100 BVA Appeals. Prior to that I spent 7 years as a Fulltime Technician for the MNARNG where I was a BN Training Officer and Rear Detachment OIC twice. During this time I gained Supervisory abilities, knowledge of staff counseling, people management skills, project management skills and problem solving skills. I have extensive experience in training and personnel management. I retired from the MNARNG in 2016.

EXPERIENCE

May 2016 to Present: VSO Supervisor with ND DVA

Coordinate agencies or instrumentalities of the state set up to provide services and benefits to returning veterans. Implement programs and benefits authorized by statute. Provide county veteran service officers (CVSO's) with educational materials, provide initial training and two training events per year, assist CVSO's in the performance of their duties, to disseminate information, to serve county veterans during times of CVSO office vacancies, assist counties in filling the CVSO positions. Coordinate, train, and supervise the Veterans Benefits Specialists in the Veterans Services Office of the ND Department of Veterans Affairs. Assign duties, review staff workload, review claims prior to submitting to the Federal VA, conduct employee reviews, oversee all VSO training and assist the Commissioner as needed to include budget planning and presenting to legislative committees.

April 2015 to May 2016: Veteran Benefits Specialist with ND DVA

Advise and aid veterans or their dependents in presenting disability, insurance or pension claims for benefits under Federal, State, or local laws. Review legislation, regulations and precedents to determine proper method of claim filing. Represent Veterans through Appeal Process (DRO, BVA)

June 2013 to April 2015: Department Service Officer, The American Legion, Department of ND

Same as above

August 2003 to November 2010: BN Training Officer, MN ARNG

Various positions as a Federal Technician beginning as a BN Training Officer responsible to advise Staff and Commanders on State and Federal training requirements and ensuring required resources are procured. Two tours as Rear Detachment OIC responsible for support of Families and forward Deployed Soldiers and the Admin, Training and Logistics support of Rear Detachment Soldiers. One deployment to Iraq as an Operations Officer in support of OIF and one deployment to Afghanistan as a NATO Advisor in support of OEF.

EDUCATION

1991-1997: BA Biology, Minnesota State University, Moorhead

Federal VA certificates: TRIP, Privacy and Information Security awareness and rules of behavior, Privacy and HIPPA access to VBA systems, PIV access card

COMPUTER SKILLS

ND DVA database: VetraSpec

Currently accredited for access to all USDVA applications necessary for Compensation and Pension claims to include extensive experience with VBMS, SHARE, Virtual and VACOLS

Microsoft Office Suite: I have over 10 years' experience with EXCEL, WORD, POWERPOINT, OUTLOOK, and ACCESS.

MILITARY BIOGRAPHICAL SUMMARY

Name: Watters, Bryan K.

Rank: Captain

Branch: Field Artillery

Date of Rank: 25 May 08

Source and Date of Commission: Officer Candidate School, MN State Program 18 Aug 02

Total Years of Service: 20yrs-1mo

Years of Active Commissioned Service: 16yrs-1mo

United States Marine Corps: 4yrs (1987-1991)

Currently Retired



CASS COUNTY GOVERNMENT

APPLICATION FOR EMPLOYMENT

Mailing Address: PO BOX 2806, Fargo, ND 58108-2806
 Personnel Department, 211 9th Street S, Fargo, ND 58103

We are pleased that you are interested in applying for a position with Cass County Government. Cass County does not discriminate in hiring practices on the basis of race, color, religious creed, national origin, sex, age, ancestry, or handicap if the applicant's ability to perform the job is not limited. No question on the form is intended to secure information to be used for such discrimination.

GENERAL INFORMATION:

Name: *
 Leslie Ross
 First Last

Address: *
 [Redacted] [Redacted] [Redacted]
 Street City State Zip

Telephone #1: * [Redacted] Home type
 e.g. 555-555-5555

Telephone #2: [Redacted] Cell type
 e.g. 555-555-5555

Email address: *
 [Redacted]
 jsmith@xyz.com

Social Security #
 e.g. 555-55-5555

Position Applied For: Veteran's Service Officer
Division: Veteran's Service
Type: Full Time
Salary Requirements: 61,000
Date Available: * 10/1/2019

Can you provide proof, if hired, that you are eligible to work in the United States? *
 Yes No

Comments

VETERANS PREFERENCE

Have you ever served on active duty, other than training? * Yes No

Have you ever been discharged from the armed services under other than honorable conditions? Yes No

Do you have a disability rating from the US Department of Veterans Affairs? Yes No
* YES: you must furnish data from the VA

EDUCATION

School Name * Park University	Address * 8700 NW River Park Dr, Parkville, MO 64152	Major * HR and Management	Last year completed <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Graduated? <input type="radio"/> Yes <input type="radio"/> No	Degree * BS HR and Management
School Name * Community College of the Air Force	Address * 100 S Turner Blvd, Montgomery, AL 36114	Major * Avionic Technology	Last year completed <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Graduated? <input type="radio"/> Yes <input type="radio"/> No	Degree * AAS Avionic Technology
School Name * Community College of the Air Force	Address * 100 S Turner Blvd, Montgomery, AL 36114	Major * Optometric Technology	Last year completed <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Graduated? <input type="radio"/> Yes <input type="radio"/> No	Degree * AAS Optometric Technology
School Name * University of North Dakota	Address * 3450 University Ave Grand Forks, ND 58202	Major * MBA	Last year completed <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Graduated? <input type="radio"/> Yes <input type="radio"/> No	
Anticipated Graduation Date? ?	Degree * MBA				

WORK HISTORY

Company Leslie Ross, VA Claims Agent	Address P.O. Box 3043	Supervisor Self Employed	May we contact this employer for reference checking purposes? <input type="radio"/> Yes <input type="radio"/> No
--	---------------------------------	------------------------------------	--

Telephone # 507-867-8387
 e.g. 555-555-5555

Date Employed: 8/21/2018
 From

9/16/2019
 To

Salary: \$
 Starting

\$
 Ending

Job Title and Duties Business Owner providing Veterans Claims Services throughout the US using the same set of skills required as a CVSO Department Head. Department manager responsible for all aspects of the Veterans Service Department to include: planning, scheduling, developing policy, and procedures. Used quantitative and qualitative knowledge of Federal, State and Local laws, rules, regulation and procedures coupled with my medical background to ensure maximum benefit attainment. Used an analytical approach to applying all known laws and rules in all facets of case management for a diverse population. Wrote well thought out legally grounded briefs and appeals and defended them during the decision review process up through and including the Board of Veterans Appeals.

Specific Reason for Leaving Currently a VA Accredited Claims Agent.

Company Stark County, ND

Address 51 3rd Ave Dickinson, ND 58601

Supervisor Duane Wolf

May we contact this employer for reference checking purposes?
 Yes No

Telephone # 701-456-7653
 e.g. 555-555-5555

Date Employed: 7/7/2008
 From

12/2/2014
 To

Salary: \$ 38,500.00
 Starting

\$ 60,000.00
 Ending

Job Title and Duties Department manager responsible for all aspects of the Veterans Service Department to include: planning, scheduling, developing policy, and procedures. Used quantitative and qualitative knowledge of Federal, State and Local laws, rules, regulation and procedures coupled with my medical background to ensure maximum benefit attainment. Used an analytical approach to applying all known laws and rules in all facets of case management for a diverse population. Wrote well thought out legally grounded briefs and appeals and defended them during the decision review process. Traveled throughout my four county region preparing claims, used various people skills to accurately identify family finances to ensure a quality applications with evidentiary attachments resulting in successful claims.

Specific Reason for Leaving Terminated due to reporting the State Department of Veterans Affairs personnel including at the time Lonnie Wagon and Dan Thorstad for holding NACVSO accreditation that was in violation of NACVSO policies and procedures and By-Laws and for reporting that Dan Thorstad violated my clients HIPPA and Privacy rights. (Proven by By-Laws and admission of both Mr. Wagon and Mr. Thorstad in their deposition testimony.) I did not get to provide that information to my County Commissioners at anytime prior to termination as a result of a defamatory letter written by Lonnie Wagon. VA Office of General Counsel has exonerated me by virtue of accrediting me after receiving all evidence to demonstrate my Whistle blowing.

SKILLS

Are you experienced in using personal computers?
 Yes
 No

Computer Type
 PC
 Mac
 Other

What programs are you capable of using?
 All Microsoft Office programs, All VA programs: VBMS, Share, MAP-D, Covers, Case Mgmt software VetraSpec, Adobe, Corel Draw

OTHER

(Optional): Use the space below to describe your interest in the position and the skills and aptitudes that you feel qualify you for this position. Job-related associations, special job-related training or skills and the like may be listed here.

This information is contained in my resume.

CERTIFICATE AND RELEASE INFORMATION

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for dismissal. I also understand that the County retains the right to terminate an employee at any time for any reason, with or without cause, in accordance with the Employee Handbook of Cass County.

AUTHORITY FOR RELEASE OF INFORMATION

I have completed this application with the knowledge and understanding that any or all items and answers which I have provided may be subject to investigation by Cass County. I hereby consent to the release of information requested by Cass County from any and all educational institutions, law enforcement agencies, current and former employers, and other listed references.

I acknowledge that I have read and understand the above agreement.

*

Lonnie Wagon

Applicant's Signature

*

9/16/2019
 Date

*

Applicant's Driver's License Number

*

North Dakota
 State's Name

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) **ROSS, LESLIE EDAN** 2. DEPARTMENT, COMPONENT AND BRANCH **AIR FORCE - REG AF** SOCIAL SECURITY NO. [REDACTED]

4. a. GRADE, RATE OR RANK **1SGT** 4. b. PAY GRADE **EG** 5. DATE OF BIRTH (YYMMDD) [REDACTED] 6. RESERVE OBLIG. TERM. DATE
Year 1999 | Month OCT | Day 05

PLACE OF ENTRY INTO ACTIVE DUTY **MINNEAPOLIS, MN** 7. b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) [REDACTED]

8. a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND **319 AMDS (AMC)** 8. b. STATION WHERE SEPARATED **GRAND FORKS AFB, ND**

9. COMMAND TO WHICH TRANSFERRED **ND ANG** 10. SGLI COVERAGE None
Amount: \$ 200,000

11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 4V071 - OPTOMETRY CRAFTSMAN 15 YEARS, 28 MONTHS MONTESSA, NORTH DAKOTA, COUNTY OF STARK	12. RECORD OF SERVICE		
	Year(s)	Month(s)	Day(s)
Book <u>1996</u> Page <u>28</u> Date <u>November 13, 1996</u> Clerk of District Court By <u>[Signature]</u> deputy	a. Date Entered AD This Period	1981	Jun 23
	b. Separation Date This Period	1998	Oct 28
	c. Net Active Service This Period	15	04 01
	d. Total Prior Active Service	00	00 00
	e. Total Prior Inactive Service	00	11 13
	f. Foreign Service	00	00 00
	g. Sea Service	00	00 00
	h. Effective Date of Pay Grade	1998	Oct 01

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)
Air Force Achievement Medal with 1 device, Air Force Commendation Medal with 2 devices, Meritorious Service Medal, Air Force Longevity Service Award with 2 devices, Air Force Training Ribbon, National SEE REMARKS

14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)
Basic Military Training, 6 weeks, Aug 1981/NOO Academy, 6 weeks, Apr 1994/NOO Leadership School, 4 weeks, Feb 1989/NOO Orientation Orse, 2 weeks, Oct 1983/.

15. a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM Yes No 15. b. HIGH SCHOOL GRADUATE OR EQUIVALENT Yes No 16. DAYS ACCRUED LEAVE PAID **26.5**

17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION Yes No

18. REMARKS
PTDM 18. Defense Service Medal, Small Arms Expert Marksmanship Ribbon/Rifle, NOO Professional Military Education Ribbon with 1 device, Air Force Outstanding Unit Award with 2 devices, Air Force Good Conduct Medal with 4 devices, PTDM 18. Member has completed first full term of service term of current enlistment in six years. Served in support of Operation Desert Storm/Shield from 2 Aug 1990 to 23 Oct 1996. Not camp eligible. NOTHING FOLLOWS

Data herein are subject to computer matching within DoD or with other agencies for verification purposes and determining eligibility or compliance for Federal benefits.

19. a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code) [REDACTED] 19. b. NEAREST RELATIVE (Name and address - include Zip Code) [REDACTED]

20. MEMBER REQUESTS COPY 4 BE SENT TO NID, DIR. OF VET AFFAIRS Yes No 21. SIGNATURE OF MEMBER BEING SEPARATED [Signature] 22. OFFICIAL AUTHORIZED TO SIGN (Typed name, title, title and signature)
**ALEXANDRA SUTHERLAND, SSGT, USAF
NOO SEPARATIONS & REUR/DMDMS**

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION **DISCHARGE** 24. CHARACTER OF SERVICE (Include upgrades) **HONORABLE**

25. SEPARATION AUTHORITY **ARI 30-3208** 26. SEPARATION CODE **11** 27. REENTRY CODE **11**

28. NARRATIVE REASON FOR SEPARATION **INTRADPARTMENTAL TRANSFER**

29. DATES OF TIME LOST DURING THIS PERIOD **NONE** 30. MEMBER REQUESTS COPY 4 Yes No

DD Form 214, NOV 88, EG By [Signature] deputy MEMBER-4

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) **ROSS, LESLIE JEAN** 2. DEPARTMENT, COMPONENT AND BRANCH **AIR FORCE -- ANGUS** 3. SOCIAL SECURITY NUMBER [REDACTED]

4. GRADE, RATE OR RANK **MSGT** 5. PAY GRADE **E7** 6. DATE OF BIRTH (YYYYMMDD) [REDACTED] 6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) **00000000**

7a. PLACE OF ENTRY INTO ACTIVE DUTY **NDANG, HECTOR IAP, FGO** b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) [REDACTED]

8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND **119 MEDICAL SQ (ACC)** b. STATION WHERE SEPARATED **FARGO ND**

9. COMMAND TO WHICH TRANSFERRED **ANG, STATE OF NORTH DAKOTA** 10. SGLI COVERAGE NONE AMOUNT: **\$250,000**

11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 4V071A - OPHTHALMOLOGY	12. RECORD OF SERVICE			
	a. DATE ENTERED AD THIS PERIOD	2001	SEP	18
	b. SEPARATION DATE THIS PERIOD	2002	FEB	16
	c. NET ACTIVE SERVICE THIS PERIOD	00	04	29
	d. TOTAL PRIOR ACTIVE SERVICE	15	07	23
	e. TOTAL PRIOR INACTIVE SERVICE	05	06	15
	f. FOREIGN SERVICE	00	00	00
	g. SEA SERVICE	00	00	00
	h. EFFECTIVE DATE OF PAY GRADE	1999	OCT	06

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)
Air Force Achievement Medal with 1 device, Air Force Commendation Medal with 2 devices, Meritorious Service Medal with 1 device, Small Arms Expert SEE REMARKS

14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)
NONE

15a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM YES NO
b. HIGH SCHOOL GRADUATE OR EQUIVALENT YES NO

16. DAYS ACCRUED LEAVE PAID **0.00** 17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION YES NO

18. REMARKS
PTDM 13: Marksmanship Ribbon/Rifle, Humanitarian Service Medal, National Defense Service Medal with 1 device, Air Force Training Ribbon, NCO Professional Military Education Ribbon with 1 device, Air Force Longevity Service Award with 4 devices, Air Force Outstanding Unit Award with 4 devices, Air Force Good Conduct Medal with 4 devices, Air Reserve Forces Meritorious Service Medal with 2 devices, Armed Force Reserve Medal with 2 devices, Armed Forces Reserve Medal with 1 device. Member served on AD in support of Operation Noble Eagle IAW 10 USC 12301 (D) from 18 SEP 01 - 16 FEB 02. Member has completed first full term of
The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.

19a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code) [REDACTED] b. NEAREST RELATIVE (Name and address - include Zip Code) [REDACTED]

20. MEMBER REQUESTS COPY 6 BE SENT TO **ND** DIRECTOR OF VETERANS AFFAIRS YES NO

21. SIGNATURE OF MEMBER BEING SEPARATED **MEMBER NOT AVAILABLE TO SIGN** 22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade title and signature)
MERRI J TILLOON TSGT NDANG RELOCATIONS NCOIC *M. J. Tilloon*



DEPARTMENT OF VETERANS AFFAIRS
810 Vermont Ave NW
Washington, D.C. 20420

September 16, 2019

Leslie Jean Ross
[Redacted]

In Reply Refer to:
[Redacted]
27/eBenefits

Dear Ms. Ross:

This letter is a summary of benefits you currently receive from the Department of Veterans Affairs (VA). We are providing this letter to disabled Veterans to use in applying for benefits such as state or local property or vehicle tax relief, civil service preference, to obtain housing entitlements, free or reduced state park annual memberships, or any other program or entitlement in which verification of VA benefits is required. Please safeguard this important document. This letter is considered an official record of your VA entitlement.

Our records contain the following information:

Personal Claim Information

Your VA claim number is: [Redacted]

You are the Veteran.

Military Information

Your most recent, verified periods of service (up to three) include:

Branch of Service	Character of Service	Entered Active Duty	Released/Discharged
Air Force	Honorable	June 23, 1981	October 23, 1996
Air Force	Honorable	September 18, 2001	February 16, 2002

(There may be additional periods of service not listed above.)

VA Benefit Information

You have one or more service-connected disabilities:	Yes
Your combined service-connected evaluation is:	80%
You are considered to be totally and permanently disabled due solely to your service-connected disabilities:	No

You should contact your state or local office of Veterans' affairs for information on any tax, license, or fee-related benefits for which you may be eligible. State offices of Veterans' affairs are available at <http://www.va.gov/statedva.htm>.

How You Can Contact Us

- If you need general information about benefits and eligibility, please visit us at <https://www.ebenefits.va.gov> or <http://www.va.gov>.
- Call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833.
- Ask a question on the Internet at <https://iris.custhelp.va.gov>.

Sincerely,

Duane A. Honeycutt
Acting Executive Director
Benefits Assistance Service

Accredited Attorneys, Agents and Representatives Detail Search Results

Ross, Leslie Jean
P.O. Box 3043

Dickinson, ND 58601-3043
507-867-8387
vaclaimsagent1@gmail.com

Accreditation Number: 44975
POA Code: GDV

Leslie Ross, USAF Ret.



OBJECTIVE

Working as a County Veterans Service Officer putting my passion, knowledge, skills and abilities to work advocating for my veteran sisters, brothers and their families.

SUMMARY OF WORK EXPERIENCE

Business Owner providing Veterans Claims Services throughout the US using the same set of skills required as a Department Head. Department manager responsible for all aspects of the Veterans Service Department to include: planning, scheduling, developing policy, and procedures. Used quantitative and qualitative knowledge of Federal, State and Local laws, rules, regulation and procedures coupled with my medical background to ensure maximum benefit attainment. Used an analytical approach to applying all known laws and rules in all facets of case management for a diverse population. Wrote well thought out legally grounded briefs and appeals and defended them during the decision review process up to and including the Board of Veterans Appeals.

Expertise Areas

- * Decision Making and Problem Solving
- * Strategic and Operational Planning
- * Analytical written reports
- * Budgeting and Financial Management
- * Human Resource Management
- * Project Management
- * Claim Preparation and Management
- * Office Management

CIVILIAN WORK HISTORY

2017-Present VA Accredited Claims Agent-Sole Proprietor

- Business Owner whose sole purpose is to seek justice for veterans and their families
- I represent veterans and veteran's families across the country on benefit claims before VA Regional Offices, the Board of Veterans Appeals and the Veterans Court.
- My knowledge, skills and abilities as a former County Veterans Service Officer has allowed me to transition to a higher level of skill and advocacy, trained by Veterans Benefit Lawyers and subjected to the same stringent character and fitness requirements for admittance to the Bar.
- I deal only in Federal Benefits and I am not restricted by appealing to State or County agencies.
- I specialize in obtaining the benefits that have been denied either outright or those that have not been maximized based on percentages. However; I can and do original claims without charge.
- As a VA Accredited Claims Agent I am the only one who has access to the claim after I accept the case.

2008-2015 County Veterans Service Officer/Department Head

- Interview, conduct research, and provide counsel and assistance to Veterans.
- Independently evaluate complex laws, rules and procedures and provide detailed analysis of and application processes and requirements to clients.
- Effectively advocate for benefits in coordination with State, County, and Federal agencies.
- Counsel and assist dependents and survivors with obtaining benefits in concert with local funeral homes, nursing and assisted living facilities both in and out of the office.
- Coordinate with county, state and National officers to establish and develop veteran files
- Respond, resolve and/or rectify complaints received from veterans via phone, email, or fax.
- Design yearly budget requirements using sound fiduciary management principles. Report to the County Commissioners at scheduled intervals on department functions and opportunities to participate in veterans affair functions.
- Work with and through a variety of VA offices to include: HUD/VASH, Homeless coordinators, Outreach clinics, VA field examiners, contracted VA providers for the benefit of the veteran.

- Increased hard dollars to beneficiaries from 4 million to almost 12 million in 6 years.

2003-2008

Owner/Operator Aegis Security and Investigations, LLC, and Atlas Cartel, LLC

- Worked as a contracted investigator for ND Workforce Safety and Insurance, interviewing claimants, accident reconstruction, and fraud surveillance and case management to include written and video testimony for use in courts.

MILITARY WORK HISTORY

1981-2003

First Sergeant, Clinic Manager, Health Services Inspector, Quality Manager, Optometric Technologist and Avionic Technician, U.S. Air Force and ND Air National Guard

- Last position help prior to retirement was the Medical Squadron First Sergeant, which is part of the executive staff, assists with unit forecasting, projections, budgeting, statistical process analysis, human resource allocating and goal setting. Other military job history available at interview if required.

EDUCATION

Currently

Contemplating entering the Mitchell Hamline Law School in St. Paul, MN

1998

Bachelor of Science, Human Resources and Management, Park University, Parkville, MO
Graduated with Distinction. 132 semester hours, 4.0 GPA

1996

Associate in Applied Science, Optometric Technology, from Community College of the Air Force

1992

Associate in Applied Science, Avionic Technology, from Community College of the Air Force.

JOB RELATED TRAINING, COURSES, AND SKILLS

- Veterans Administration Accredited Agents training and Examination
- National Association of County Veterans Service Officer training conferences for 6 years
- Professional Veterans Advocates of North Dakota training conferences for 9 years
- Various VA required courses to include: TRIP training 2017, VA accreditation, HIPPA and privacy
- 4 week Intermediate Management and Supervision course
 - John Levitow Honor Graduate
- 6 week Advanced Management and Supervision course
 - Distinguished Graduate

MEMBERSHIPS, CERTIFICATIONS AND BOARDS

Accredited Veterans Administration Claims Agent	Dickinson Public Schools Foundation Board Secretary and Member
Southwest Homeless Coalition Board Member for 13 years	Region VIII Council on Aging Member
Former Dickinson Public School Board Member 12 years	American Legion Post 180 Service Officer
AMVETS Life member	Disabled American Veterans Life Member

PERSONAL/PROFESSIONAL REFERENCES:

Kristin Fehr
Director Best Friends Mentoring Program
135 Villard St. W
Dickinson, ND 58601
(701) 483-8615
E-mail: krisfehr@hotmail.com

Dr. Alan Fehr
ACOVA Member
135 Villard St. W
Dickinson, ND 58601
(701)225-1050
E-mail: AlanFehr_NDNG@usa.com

Mark Landis
County Veterans Service Officer, Burleigh Co. ND
President of the Professional Veterans Advocates of North Dakota
P.O. Box 5518
Bismarck, ND 58506-5518
(701) 222-6698
E-mail: mlandis@nd.gov

Stacy Jo Dufault
Former Veterans Administration Chief of Eligibility and Enrollment
11183 33rd Ave.
Plattsmouth, NE 68048
(402) 578-6717
E-mail: Sjdufault@gmail.com

Brenda Bergsrud
Former Women's Veterans Coordinator ND Department of Veterans Affairs
104 Main Ave E
Rolla, ND 58367
(701) 550-9294
E-mail: breniebergs@yahoo.com



8700 River Park Drive
Parkville, Missouri 64152-3730

SEP 9 99

TRANSCRIPT

Name: Ms. Leslie J. Ross

Social Security No: [REDACTED]

Date of Birth: [REDACTED]

Student ID No.: 221502

Degree: Bachelor of Science
Major 1: Mgmt/Human Resources
Major 2:
Degree Date: 12/20/98
Concentration 1:
Concentration 2:



Minor 2:

----- (F1G) Fall I 1993 -----

CS150	Introduction to Computer Science	3.00	A
HR420	Organization Devlpmt & Change	3.00	A
Total Park		Total Grade	
ses	Earned	Applied Pt Hrs	Points
	6.00	6.00	24.00
cum	6.00	6.00	24.00
			GPA
			4.000
			4.000

----- (F2G) Fall II 1993 -----

MG390	Organizational Behavior	3.00	A
Total Park		Total Grade	
ses	Earned	Applied Pt Hrs	Points
	3.00	3.00	12.00
cum	9.00	9.00	36.00
			GPA
			4.000
			4.000

----- (F1G) Fall I 1994 -----

HR431	Compensation Management	3.00	A
HU315	Special Topics in Humanities Civil War	3.00	A
Total Park		Total Grade	
ses	Earned	Applied Pt Hrs	Points
	6.00	6.00	24.00
cum	15.00	15.00	60.00
			GPA
			4.000
			4.000

----- (F2G) Fall II 1994 -----

MG401	Senior Seminar in Management	3.00	A
Total Park		Total Grade	
ses	Earned	Applied Pt Hrs	Points
	3.00	3.00	12.00
cum	18.00	18.00	72.00
			GPA
			4.000
			4.000

----- (S1G) Spring I 1995 -----

HR301	Intro to Human Res Development	3.00	A
Total Park		Total Grade	
ses	Earned	Applied Pt Hrs	Points
	3.00	3.00	12.00
cum	21.00	21.00	84.00
			GPA
			4.000
			4.000

----- (S2G) Spring II 1995 -----

CA104	Interpersonal Communication	3.00	A
Total Park		Total Grade	
ses	Earned	Applied Pt Hrs	Points
	3.00	3.00	12.00
cum	24.00	24.00	96.00
			GPA
			4.000
			4.000

Transfer from Military Service

AFSC7	Pro Exp at AFSC-7	8.00	TR
PE100	Physical Education	4.00	TR
Transfer from Comm Coll of the Air Force			
AVI1755	Radio Comm Sys Lab	1.00	TR
EDT2834	Staff Dev Trainer	1.00	TR
ELT1210	Basic Elec Princ/Ckts	4.00	TR
IMM1111	Leadership/Management I	2.00	TR
LMML112	Managerial Communication I	1.00	TR
OPT1301	Intro to Basic Optics	4.00	TR
OPT1302	Vis Acuity & Its Cor	4.00	TR
OPT1303	Assisting Optometrist	4.00	TR
OPT1304	Vision Classification	1.00	TR
OPT1305	Opto Office Mgt/Practicum	2.00	TR

Transfer from Minot State University

BUS206	Accounting I	3.00	TR
MATH180	Algebra	3.00	TR

To be continued

Printed on 02/09/99



8700 River Park Drive
Parkville, Missouri 64152-3730

TRANSCRIPT 99

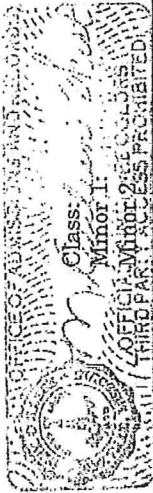
Name: Ms. Leslie J. Ross

Social Security No.:

Student ID No.: 221.502

Date of Birth:

Degree: _____
Major 1: _____
Major 2: _____
Degree Date: _____
Concentration 1: _____
Concentration 2: _____



----- (S2G) Spring II 1995 (cont.) -----
 MATH183 College Algebra 2.00 TR
 PSY101 Intro to Psychology 3.00 TR
 Transfer from Austin Community College
 BMG1023 Prin of Management 3.00 TR
 ENGL613 Composition I 3.00 TR
 HIS1623 US History II 3.00 TR
 PHL1613 Intro to Philosophy 3.00 TR
 SPE1613 Fund of Public Speaking 3.00 TR
 Total Park Total Grade
 Earned Applied Pt Hrs Points GPA
 ses 65.00 3.00 65.00 12.00 4.000
 cum 86.00 24.00 86.00 96.00 4.000

----- (S1G) Spring I 1998 -----
 HR491 Snr Smnr in Human Res Dvlpmnt 3.00 A

Transfer from Dickinson State University
 ACCT212 Accounting Principles 3.00 TR
 BIOL211 Human Anatomy 3.00 TR
 ECON105 Elements of Economics 3.00 TR
 HIST310 History of North Dakota 4.00 TR
 MATH305 Elementary Statistics 3.00 TR
 PSYC365 Social Psychology 3.00 TR
 THEA140 Intro. to Theatre
 Total Park Total Grade
 Earned Applied Pt Hrs Points GPA
 ses 25.00 3.00 25.00 12.00 4.000
 cum 111.00 27.00 111.00 108.00 4.000

----- (S2G) Spring II 1998 -----
 Transfer from CLEP National Program
 CLEP#6B English Composition w/Essay 3.00 TR
 TE036 Principles of Macroeconomics 3.00 TR
 Total Park Total Grade
 Earned Applied Pt Hrs Points GPA
 ses 6.00 0.00 6.00 0.00 0.000
 cum 117.00 27.00 117.00 108.00 4.000
 ----- (UIG) Summer 1998 -----
 MG420 Labor Relations 3.00 A
 PS302 Tests & Measurements 3.00 A
 9/2/98: GrdChng per Instructor
 Total Park Total Grade
 Earned Applied Pt Hrs Points GPA
 ses 6.00 6.00 6.00 24.00 4.000
 cum 123.00 33.00 123.00 132.00 4.000

----- (PIG) Fall I 1998 -----
 Transfer from CLEP National Program
 TD023 Prin of Marketing 3.00 TR
 Total Park Total Grade
 Earned Applied Pt Hrs Points GPA
 ses 3.00 0.00 3.00 0.00 0.000
 cum 126.00 33.00 126.00 132.00 4.000

Printed on 02/09/99

Department of Veterans Affairs

Certification

Presented to

Leslie Ross

has successfully completed

**Training, Responsibility, Involvement, and Preparation of Claims
(TRIP) Program**

12/18/2017



Beth Murphy
Director

Compensation Service

Certified by: Fargo (437)



ACADEMIC RECORD

UNIVERSITY OF NORTH DAKOTA
GRAND FORKS, NORTH DAKOTA 58202

ROSS, LESLIE JEAN

298056-8

PG 01
01-04-01

HIGH SCHOOL:

BIRTH DATE:

COURSE	TITLE	CREDITS	GRADE	COURSE	TITLE	CREDITS	GRADE
--------	-------	---------	-------	--------	-------	---------	-------

CONDITIONALLY ADMITTED

PERMITTED TO REGISTER AS A NON-DEGREE
STUDENT FOR CLASSES IN THE GRADUATE
SCHOOL

SPRING 99	ON-CAMPUS GRAD DEGREE PRO						
MGMT 501	QUANTITATIVE ANALYSIS FOR MGMT	3.00	A				
CUM:	4.00 INST: 3.00 4.00 TERM:	3.00	4.00				
SPRC 2000	ON-CAMPUS GRAD DEGREE PRO						
ECON 509	MACROECONOMIC DECISION MAKING	3.00	A				
CUM:	6.00 INST: 6.00 4.00 TERM:	3.00	4.00				
FALL 2000	ON-CAMPUS GRAD DEGREE PRO						
ACCT 509	ACCT INFO FOR DEC MAKING/CONTR	3.00	C				
MRKT 510	STRATEGIC MARKET PLANNING	3.00	A				
CUM:	12.00 3.50 INST: 12.00 3.50 TERM:	6.00	3.00				
SPRING 01	ON-CAMPUS GRAD DEGREE PRO						
MGMT 505	POLICY FORMULATION & ADMIN	(3.00)	NR				
CUM:	12.00 3.50 INST: 12.00 3.50 TERM:	0.00					
HRS AVG:CUM:	12.00 42.00 INST: 12.00	42.00					

** END OF RECORD **

ROSS, LESLIE JEAN

Please see reverse side of transcript for explanation.

Not an official copy unless bearing the seal of the University embossed or printed in fives colors. Any questions or corrections regarding entries on this report must be directed to the registrar within ninety (90) days of receipt of the grade.

EXPLANATION AND VALUE OF GRADES

Letter Grade	Explanation	Grade Points
A	Marked Excellence	4
B	Superior	3
C	Average	2
D	Passing but low	1
F	Failure	0
H	Honors	0
I	Incomplete	-
S	Satisfactory	-
U	Unsatisfactory	-
AU	Audit	-
W	Withdrawn	-
WV	Waive Requirement	-
CR	Credit Received	-
CD	Credit Deferred	-
CW	Credit Withdrawn	-
NR	Not Reported	-

EXPLANATION OF INDICATOR (IND) SYMBOLS

Indicator	Explanation
R	Course was repeated (not calculated in GPA after the repeat)
#	Course repeats a previous course (calculated in GPA)
I	Original grade was "incomplete" (calculated in GPA)
G	Graduate Credit (calculated in Graduate GPA)
U	Undergraduate Credit (calculated in Graduate GPA)
Z	Course removed from cumulative GPA calculation
*	Not calculated in GPA

Please note: A parenthesis () around semester credits denotes "no credit hours earned".

NOTICE OF CONDITION OF RELEASE

In compliance with the Family Educational Rights and Privacy Act of 1974, this information is released on the condition that the recipient "will not permit any other party to have access to such information without the written consent of the student".



CASS COUNTY GOVERNMENT

APPLICATION FOR EMPLOYMENT

Mailing Address: PO BOX 2806, Fargo, ND 58108-2806
 Personnel Department, 211 9th Street S, Fargo, ND 58103

We are pleased that you are interested in applying for a position with Cass County Government. Cass County does not discriminate in hiring practices on the basis of race, color, religious creed, national origin, sex, age, ancestry, or handicap if the applicant's ability to perform the job is not limited. No question on the form is intended to secure information to be used for such discrimination.

GENERAL INFORMATION:

Name: *
 Thomas Webb
 First Last

Address: *
 Street City State Zip

Position Applied For:
 Veteran's Service Officer

Division:
 Veteran's Service

Telephone #1: *
 Cell type

Telephone #2:
 type

Salary Requirements:
 60000

Date Available: *
 10/15/2019

Can you provide proof, if hired, that you are eligible to work in the United States? *
 Yes
 No

Comments:

VETERANS PREFERENCE

Have you ever served on active duty, other than training? *
 Yes No

Have you ever been discharged from the armed services under other than honorable conditions?
 Yes No

Do you have a disability rating from the US Department of Veterans Affairs?
 Yes No
If YES, your discharge letter from the VA

EDUCATION

School Name: *
 North Dakota State University

Address: *
 1301 Administration Ave.
 Fargo, ND 58102

Major: *
 Public Health

Last year completed:
 1 2 3 4

Graduated? *
 Yes No

Degree: *
 Masters

WORK HISTORY

Company:
 State of North Dakota

Address:
 4201 38th Street S, Suite 104,
 Fargo ND 58104

Supervisor:
 Brayn Watters

May we contact this employer for reference checking purposes? *
 Yes No

Telephone #:
 701-239-7165
e.g. 555-555-5555

Date Employed:
 From: 8/1/2016 To: 9/12/2019

Salary:
 \$ 40,736.00 Starting \$ 40,736.00 Ending

Job Title and Duties:
 Veteran Benefits Specialist
 - Manage State Loans and Grants Program, working with qualified veterans based on their income and other eligibility criteria
 - Maintain and properly complete paperwork to track and correct disability claims for veterans and the Department of Veteran Affairs
 - Interview veterans of all services and components to properly assist them in establishing a claim with the Federal Veterans Benefit Administration
 - Understands the policies of the Federal and State VA to give the veteran the best possible outcome to their disability claim and meet their needs when a hardship arises.
 - Represent claimants in the appeals process when there was an incorrect decision adjudicated
 - Work closely with other federal, state, and other non-governmental agencies to assist veterans and their families with benefit programs while in their time of need.
 - Present on topics related to veteran benefits during the Spring and Fall training seminars for the North Dakota Association of County and Tribal Veterans Service Officers (NDACTVSO)
 - Cultivate partnerships with local organizations, governmental and non-profit, to meet the needs of the clients we serve

Specific Reason for Leaving Exploring other opportunities in the related career field. I would like to interact with the veterans I serve on a more personal level where I feel I can effect more change in their everyday lives.

Company Department of Veteran Affairs
Address 4201 38th Street S, Suite 104, Fargo ND 58104
Supervisor Tom Summers
May we contact this employer for reference checking purposes? Yes No

Telephone # 701-239-7165
e.g. 555-555-5555
Date Employed: 12/1/2015 To 5/12/2016
Salary: \$ 7.25 Starting \$ 7.25 Ending

Job Title and Duties Work Study
Duties, Accomplishments and Related Skills:
- Worked closely with the State Veteran Service Officers to identify service connectable conditions and develop veteran case files -- Discussions often entailed what services were available based on the veteran's situation and how to assist the veteran in proceeding in his or her claim
- Collaborated with the VSOs and veterans to receive the and present the most comprehensive documents and evidence of the claimed issue before submitting to the next step
- Rotated though the different responsibilities of the North Dakota Department of Veteran Affairs Veteran Service Officers while "Job Shadowing" to learn about the different responsibilities of the VSO position within the state
- Developed working knowledge of VetraSpec software and VBMS
- Assisted in contacting veterans who needed help navigating the VA system
- Digitized older files to clear office space and reduce clutter in the office
- Worked on a project to digitize discharge papers from World War Two Veterans from the state of North Dakota

Specific Reason for Leaving Work Study Contract ended as I had graduated from the Masters program at NDSU

Company Department of Veteran Affairs
Address 1301 Administration Ave Fargo, ND 58102
Supervisor Kaarin Rennlich
May we contact this employer for reference checking purposes? Yes No

Telephone # 701-231-8011
e.g. 555-555-5555
Date Employed: 6/1/2013 To 11/11/2015
Salary: \$ 7.25 Starting \$ 7.25 Ending

Job Title and Duties Work Study
Duties, Accomplishments and Related Skills:
- Served as primary contact for student veterans while they pursued their education at North Dakota State University
- Explained VA Education benefits to students, such as the Post 9/11 GI Bill (Chapter 33), Vocational Rehabilitation and Education Program (Chapter 31), and the Select Reserve GI Bills (Chapters 1606 and 1607)
- Assisted in determining eligibility for the veteran's education program by gathering documents and information from the veteran and providing the best options for his or her situation, while maximizing the benefit for the veteran
- Utilized different software programs within the North Dakota University System and in the VA system, such as PeopleSoft and the VA Once enrollment portal
- Developed reports on student enrollment for the University's Registrar office upon request
- Acted as an advocate for veterans who were having issues with receiving payment from their respective education program and who were in need of further educational services at the university
- Ensure student veterans receive the benefits in which they are entitled by collecting and organizing documents
- Maintain correct and up-to-date information on the student veteran population at North Dakota State University through interpersonal communication
- Worked as part of a team to create a Veteran specific program called VALOR to help student veterans succeed in higher education

Specific Reason for Leaving I wanted to move away from education and into another aspect of veteran service

SKILLS

Are you experienced in using personal computers? Yes No
Computer Type PC Mac Other
What programs are you capable of using? Microsoft Office Suite, VetraSpec, Veterans Benefits Management System (VBMS), Numerous other Veteran Affairs Specific programs

OTHER

(Optional): Use the space below to describe your interest in the position and the skills and aptitudes that you feel qualify you for this position. Job-related associations, special job-related training or skills and the like may be listed here.

CERTIFICATE AND RELEASE INFORMATION

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for dismissal. I also understand that the County retains the right to terminate an employee at any time for any reason, with or without cause, in accordance with the Employee Handbook of Cass County.

AUTHORITY FOR RELEASE OF INFORMATION

I have completed this application with the knowledge and understanding that any or all items and answers which I have provided may be subject to investigation by Cass County. I

heroby consent to the release of Information requested by Cass County from any and all educational institutions, law enforcement agencies, current and former employers, and other listed references.

I acknowledge that I have read and understand the above agreement.

*


Thomas B. Wells II

Applicant's Signature

*

9/12/2019
Date

*


Applicant's Driver's License Number

*

North Dakota
State of Issuance

Thomas B. Webb Jr.

Objective

To obtain the County Veteran Service Officer position within Cass County Fargo, North Dakota

Education:

North Dakota State University Fargo, ND United States

Master's Degree 05/2016

GPA: 3.429 of a maximum 4.0

Major: Masters of Public Health

Relevant Coursework: Degree focused on Special Populations, specifically American Indian Public Health, Veteran health and health outcomes.

North Dakota State University Fargo, ND United States

Bachelor's Degree 08/2014

GPA: 3.493 of a maximum 4.0

Major: Emergency Management Minor: Sociology

Sacramento City College Sacramento, CA United States

Associates Degree 12/2010

Major: Social Sciences

Research:

Master's Thesis: Improving the Health Status of Post-9/11 Veteran through Higher Education, Department of Public Health, North Dakota State University, Jan 2016 – May 2016

- Collected Data on Post 9/11 GI Bill graduation rates and other socioeconomic factors involving the Post 9/11 group of veterans
- Interpreted the data to gain a better picture of which groups were more successful than others and postulated reasons for these shortfalls
- Maintained a focus on American Indian veterans who attend post-secondary education as well as other minority veteran groups
- Compiled statistics from multiple documents to create a bigger picture of what is happening to student veterans when the exit service and enter post-secondary education
- Identified best practice models to help veterans succeed in higher education
- Created theories and ideas as to why some 49% of the group is not succeeding in post-secondary education
- Presented findings and recommendations to the department chair, faculty, staff, and students

The New Normal: The Direct and Indirect Impacts of oil Drilling and Production on the Emergency Management Function in North Dakota, *Department of Emergency Management, North Dakota State University, Aug. 2014 – Feb. 2015*

- Served as Graduate Advisor to undergraduate students on the research team
- Assisted in designing surveys and other evaluation tools sent to all state, county, tribal, and city emergency managers in the North Dakota
- Gathered information on best practices from previous oil related booms in various parts of the world
- Identified possible resources for the state and counties
- Extracted common themes from the survey responses
- Presented a section of the report to approximately 100 students, staff, and faculty

American Indian Veteran Access to Mental Healthcare within the Veterans Affairs Healthcare System, *Department of Public Health, North Dakota State University, Aug. 2015 – Dec 2015*

- Gathered information on how mental health care was practiced at the Fargo Veteran Affairs Hospital
- Through a “cultural broker” analyzed the cultural competency and appropriateness of the care
- Reviewed peer refereed journals to find the scope of the problem on a national level
- Interpreted official documents and other statistics for the Department of Veteran Affairs as well as other legitimate sources on American Indian Mental Healthcare
- Created surveys and self-evaluation tools for the Fargo Mental Health Clinic
- Worked with the research department of the Fargo VA hospital to better improve their service to both American Indian and other groups of veterans

VALOR- Veteran Alliance Organization, *Military and Veteran Service Office, North Dakota State University, Nov. 2014 – July 2015*

- Developed program mission, goals, and materials to ensure student success
- Created outreach programming to target faculty and staff in making the campus more welcoming to the student veteran population
- Designed a research program that would help the university maintain an accurate accounting of veterans and their success rate in while enrolled.
- Set goals for implementation and evaluation
- Gathered information on best practices for marginalized populations, such as LGBT Safe Zone and the Vet Center community care model
- Received funding for materials and other outreach publications

Work Experience:

North Dakota Department of Veteran Affairs
4201 38th Street South
Fargo, ND 58104

08/2016 - Present

Veteran Benefits Specialist

Duties, Accomplishments and Related Skills:

- Manage State Loans and Grants Program, working with qualified veterans based on their income and other eligibility criteria
- Maintain and properly complete paperwork to track and correct disability claims for veterans and the Department of Veteran Affairs
- Interview veterans of all services and components to properly assist them in establishing a claim with the Federal Veterans Benefit Administration
- Understands the policies of the Federal and State VA to give the veteran the best possible outcome to their disability claim and meet their needs when a hardship arises.
- Represent claimants in the appeals process when there was an incorrect decision adjudicated
- Work closely with other federal, state, and other non-governmental agencies to assist veterans and their families with benefit programs while in their time of need.
- Present on topics related to veteran benefits during the Spring and Fall training seminars for the North Dakota Association of County and Tribal Veterans Service Officers (NDACTVSO)
- Cultivate partnerships with local organizations, governmental and non-profit, to meet the needs of the clients we serve

Department of Veteran Affairs
4201 38th Street South
Fargo, ND 58104

12/2015 – 05/2016

Work Study

Duties, Accomplishments and Related Skills:

- Worked closely with the State Veteran Service Officers to identify service connectable conditions and develop veteran case files -- Discussions often entailed what services were available based on the veteran's situation and how to assist the veteran in proceeding in his or her claim
- Collaborated with the VSOs and veterans to receive the and present the most comprehensive documents and evidence of the claimed issue before submitting to the next step
- Rotated through the different responsibilities of the North Dakota Department of Veteran Affairs Veteran Service Officers while "Job Shadowing" to learn about the different responsibilities of the VSO position within the state
- Developed working knowledge of VetraSpec software and VBMS
- Assisted in contacting veterans who needed help navigating the VA system
- Digitized older files to clear office space and reduce clutter in the office
- Worked on a project to digitize discharge papers from World War Two Veterans from the state of North Dakota

Department of Veteran Affairs
1301 Administration Ave
Fargo, ND 58102

06/2013 - 11/2015

Work Study

Duties, Accomplishments and Related Skills:

- Served as primary contact for student veterans while they pursued their education at North Dakota State University
- Explained VA Education benefits to students, such as the Post 9/11 GI Bill (Chapter 33), Vocational Rehabilitation and Education Program (Chapter 31), and the Select Reserve GI Bills (Chapters 1606 and 1607)
- Assisted in determining eligibility for the veteran's education program by gather documents and information from the veteran and providing the best options for his or her situation, while maximizing the benefit for the veteran
- Utilized different software programs within the North Dakota University System and in the VA system, such as PeopleSoft and the VA Once enrollment portal
- Developed reports on student enrollment for the University's Registrar office upon request
- Acted as an advocate for veterans who were having issues with receiving payment from their respective education program and who were in need of further educational services at the university
- Ensure student veterans receive the benefits in which they are entitled by collecting and organizing documents
- Maintain correct and up-to-date information on the student veteran population at North Dakota State University through interpersonal communication
- Worked as part of a team to create a Veteran specific program called VALOR to help student veterans succeed in higher education

Red River Fabricating
109 8th Ave NW
West Fargo, ND 58078

06/2012 - 08/2012

Shop Help/Apprentice Welder

Duties, Accomplishments and Related Skills:

- Successfully worked unsupervised while fabricating projects with specific tolerances and specifications
- Leveraged ability to make quick, decisive decisions to move from basic tools and tasks to more advanced tasks

Grateful Bread
2543 Fair Oaks Blvd
Sacramento, CA 95825

10/2011 - 04/2012

Delivery Driver

Duties, Accomplishments and Related Skills:

- Assembled orders to customer specifications and successfully delivered the 80-mile delivery route
- Delivered quality service to up to 15 separate customers, while working autonomously
- Accident free for the period of employment

- Trusted to work without supervision on holidays/weekends/early mornings

County of Yolo Probation Department

01/2007 - 09/2008

2780 E. Gibson Rd
Woodland, CA 95776

Crew Supervisor

Duties, Accomplishments and Related Skills:

- Served as primary contact for students and their parents while the students were in the Yolo County Construction Program
- Prepared reports and other documents for the supervising probation officer both on regular intervals and as requested
- Maintained the time-sheets for the students and ensured they were paid on time and that the pay amount was correct
- Maintained other documentation as required by the Yolo County Probation Department, such as student evaluations, disciplinary paperwork, time-sheets, demographics, and other personnel paperwork for the students in the program
- Advised and mentored youth with issues stemming from causes outside the program

United States Marine Corps Reserve

11/2005 - 11/2006

2144 clement Ave
Alameda, CA 94501

Corporal, Battalion Dispatcher

Duties, Accomplishments and Related Skills:

- Served as Battalion Dispatcher for 1st Battalion, 14th Marine Regiment, 4th Marine Division
- Maintained Records and documentation on more than \$12 million of equipment while in Al Anbar Province, Iraq
- Developed comprehensive reports on mileage totals and vehicle readiness for supervisors and the Commanding Officer on weekly and monthly intervals and upon request
- Supervised a squad of up to 12 Marines at any given time
- Advocated on behalf of those I supervised for different missions or support they may have needed
- Awarded the Navy and Marine Corps Achievement Medal for maintaining dispatch records, developing an electronic dispatch log and supervising over \$12 million worth of equipment while on deployment

United States Marine Corps

10/2001 - 10/2005

PO Box #555574
Camp Pendleton, CA 92055-5574

Corporal

- Served as a Motor Vehicle Operator with 3rd Assault Amphibian Battalion, 1st Marine Division
- Rotated through multiple billets and sections to cross train with other Military Occupation Specialties (MOS) and become familiar with how the different section of the Battalion work together

- Collaborated with other sections to accomplish the mission or task assigned
- As a Non-Commissioned Officer evaluated strengths and weaknesses of the Marines supervised to better utilize those individuals and improve upon those weaknesses for better unit readiness
- Performed duties that were designated for paygrades higher than my own
- Served as a section supervisor as a Lance Corporal (E-3), a billet designated for an NCO (E-4 or above)
- Prepared reports for supervisors and Commanding Officers on vehicle readiness on daily/weekly, monthly basis and upon request
- Meritoriously promoted from Private (E-1) to Private First Class (E-2)

Affiliations:

Marine Corps League Department of North Dakota – Department Service Officer
Marine Corps League Detachment #1453 Red River Raiders – Post Service Officer
Veterans of Foreign Wars Post 762 – Lifetime Member
VALOR Advisory Board Member

Professional Publications:

The New Normal: The Direct and Indirect Impacts of Oil Drilling and Production on the Emergency Management Function in North Dakota

Language Skills:

- Fluent in both spoken and written English language
- Conversational spoken Russian and novice written language

Computer Skills

Competent in use of Microsoft Office tools:

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Outlook

Thomas B. Webb Jr.

Human Resources Director
Cass County Courthouse
211 9th Street South
Fargo, ND 58103

Dear Ms. Stoick:

I am applying for the position of Veteran Service Officer for the Cass County Veteran Services Office. I have the skills to fulfill the duties of this position given my past work experience as a Veteran Benefits Specialist for the State of North Dakota and education at North Dakota State University. Over the past three years as a Benefits Specialist and the preceding years working in the VA system as a Work Study, I feel that I fulfill the requirements of the position. I have served veterans in multiple capacities from initiating, managing, finalizing claims for benefits between the VA, arguing appeals in front of both local jurisdictions and Board of Veteran Affairs Administrative Judges, as well as assisting in managing the loans and grants program for the state.

Over the last six years I have used my experience in the VA system to explain veteran education and disability benefits to veterans and their families. During my time with the state I have become accredited with the Veterans Administration and a number of organizations. I am also proficient at the use of VA systems and other programs that can be used remotely from an off-site location.

While completing the Master's of Public Health Program at NDSU, I focused on special populations that are considered "at risk" in our community. I conducted research on the correlation of higher education attendance and health status of Post 9/11 Veterans as well as the different policy implications for American Indian Veterans who are entitled to both the Indian Health Service and the Veteran Healthcare Administration. These opportunities have allowed me to have a greater understanding of the system and how to better serve veterans of all groups. Being a disabled veteran, I bring a unique perspective to the position that other veterans may not. I have confidence that I will meet and exceed your expectations.

I have uploaded a copy of my DD-214s and the requested VA letter for your review. I look forward to discussing my qualifications with you in person. Please contact me at [REDACTED] or [REDACTED] to schedule an interview.

Thank you for your consideration.

Sincerely,

Thomas B. Webb Jr.



DEPARTMENT OF VETERANS AFFAIRS
810 Vermont Ave NW
Washington, D.C. 20420

September 12, 2019

Thomas B Webb
[Redacted]

In Reply Refer to:

[Redacted]
27/eBenefits

Dear Mr. Webb:

This letter is a summary of benefits you currently receive from the Department of Veterans Affairs (VA). We are providing this letter to disabled Veterans to use in applying for benefits such as state or local property or vehicle tax relief, civil service preference, to obtain housing entitlements, free or reduced state park annual memberships, or any other program or entitlement in which verification of VA benefits is required. Please safeguard this important document. This letter is considered an official record of your VA entitlement.

Our records contain the following information:

Personal Claim Information

Your VA claim number is: [Redacted]

You are the Veteran.

Military Information

Your most recent, verified periods of service (up to three) include:

Branch of Service	Character of Service	Entered Active Duty	Released/Discharged
Marine Corps	Honorable	October 09, 2001	October 08, 2005
Marine Corps	Honorable	December 19, 2005	November 30, 2006

(There may be additional periods of service not listed above.)

VA Benefit Information

You have one or more service-connected disabilities: Yes

Your combined service-connected evaluation is: 100%

You should contact your state or local office of Veterans' affairs for information on any tax, license, or fee-related benefits for which you may be eligible. State offices of Veterans' affairs are available at <http://www.va.gov/statedva.htm>.

How You Can Contact Us

- If you need general information about benefits and eligibility, please visit us at <https://www.ebenefits.va.gov> or <http://www.va.gov>.
- Call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833.
- Ask a question on the Internet at <https://iris.custhelp.va.gov>.

Sincerely,

Duane A. Honeycutt
Acting Executive Director
Benefits Assistance Service

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

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CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) WEBB JR Thomas Brian 2. DEPARTMENT, COMPONENT AND BRANCH USMC-11 3. SOCIAL SECURITY NUMBER [REDACTED]

4a. GRADE, RATE OR RANK Cpl 4b. PAY GRADE E-4 5. DATE OF BIRTH [REDACTED] 6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 20090204

7a. PLACE OF ENTRY INTO ACTIVE DUTY Sacramento MEPS Sacramento, CA 95834 7b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) [REDACTED]

8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND 3d Assault Amphibian Bn 92055-5574 8b. STATION WHERE SEPARATED 3d Assault Amphibian Bn (RUC 21820)

9. COMMAND TO WHICH TRANSFERRED Marine Corps Reserve Support Command, 15303 Andrews Rd Kansas City MO 64147 10. SGLI COVERAGE NONE AMOUNT: \$ 250,000.00

Table with 5 columns: PRIMARY SPECIALTY, RECORD OF SERVICE, YEAR(S), MONTH(S), DAY(S). Rows include: DATE ENTERED AD THIS PERIOD (2001, 10, 09), SEPARATION DATE THIS PERIOD (2005, 10, 08), NET ACTIVE SERVICE THIS PERIOD (04, 00, 00), TOTAL PRIOR ACTIVE SERVICE (00, 00, 00), TOTAL PRIOR INACTIVE SERVICE (00, 08, 04), FOREIGN SERVICE (00, 04, 07), SEA SERVICE (00, 00, 00), EFFECTIVE DATE OF PAY GRADE (2004, 10, 01).

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) Good Conduct Medal, Combat Action Ribbon, Iraq Campaign Medal, Sea Service Deployment Ribbon (3rd Awd), Global War on Terrorism Service Medal, National Defense Service Medal, Presidential Unit Citation-Navy, Meritorious Mast, Continued in block 18. 14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) Motor Vehicle Operator School (8 Weeks, April, 2002), Wartime Detention (2004), Peacetime/ Government Detention (2004), Peacetime/ Hostage Detention (2004), Tan Belt (02 Weeks, December, 2001)

15a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM YES NO 15b. HIGH SCHOOL GRADUATE OR EQUIVALENT YES NO

16. DAYS ACCRUED LEAVE PAID (08.5/00.0) 17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION YES NO

18. REMARKS SER: 21820-2005-3496 Good Conduct Medal period commences: 20041009 Member contributed \$1,800.00 to the Montgomery G. I. Bill program. While a member of the Marine Corps Reserve, you will keep the Commanding General, MCRSC (Toll free 1-800-255-5082) informed of any change of address, marital status, number of dependents, civilian employment, or physical standards. Subject to active duty recall and or annual screening. Item 13 CONT: Expert Rifle Badge (2nd Awd). The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.

19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code) [REDACTED] 19b. NEAREST RELATIVE (Name and address - include ZIP Code) [REDACTED]

20. MEMBER REQUESTS COPY 6 BE SENT TO CA DIRECTOR OF VETERANS AFFAIRS YES NO

21. SIGNATURE OF MEMBER BEING SEPARATED [Signature] 22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature) D. J. RESENDIZ, CW02, Bn PersO, USMC

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION Transferred to the Marine Corps Reserve 24. CHARACTER OF SERVICE (Include upgrades) HONORABLE++++

28. NARRATIVE REASON FOR SEPARATION COMPLETION OR REQUIRED ACTIVE SERVICE

29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) None 30. MEMBER REQUESTS COPY 4 (Indicate)

NR Rec 10-20-08 RA

NR 8/19/08 [Signature]

SEE 15.200

RECEIVED

MAY 16 2007
RMC ST. LOUIS
MAIL CLERK #45

RMC ST. LOUIS

AUG 18 2010

MAIL ANALYZER #13

RECEIVED
FRM DIVISION #4
VETERANS AFFAIRS
BOSTON, MA
301/23
2010 AUG 30 PM 1:00
10 SEP -7 AM 9:12
REGIONAL OFFICE
OAKLAND, CA