

**Arizona Military Family Relief Fund Pre 9/11 Advisory Committee Meeting**

Arizona Department of Veterans' Service  
3839 N. 3<sup>rd</sup> Street, Ste 209, Phoenix, Arizona 85012  
December 19<sup>th</sup>, 2019 – 12 p.m.

**Committee Members Present**

Nicholas Bielinski  
Fernando Ortega  
Jeremy Farr  
Timothy Rogers  
Jessica Morel  
Patrick Diomede  
Nicole Baker, AZDVS Designee

**Committee Members Absent**

James Sammons  
Cynthia Olortegui Vargas

**Arizona Department of Veterans' Services Staff**

Jezreel Ramirez  
Paula Forbes

**CALL TO ORDER and APPROVAL OF MINUTES**

The Chairman, Nicholas Bielinski, called the meeting to order at 12:09p.m. Nick made a motion to approve Minutes, Timothy seconded it and the motion carried unanimously.

**Introduction**

The Chairman welcomed everyone to the meeting and thanked them for attending. Roll call and introduction were carried.

**COMMITTEE DISCUSSION**

The MFRF Committee participated in the Information Security training. Absent members will take the same training before the next meeting. They revised and voted on Guidelines & Bylaws for MFRF. The Committee discussed the following:

- A. The Committee went over the bylaws and did the final approval. Fernando made the motion to approve Bylaws, Timothy seconded it and the motion carried unanimously.
- B. Nick established that if he, as the Chair, is absent in the future he will contact the Committee ahead of time.
- C. Jeremy and Timothy suggested for the ADVS staff to establish the best process to protect PII when sharing MFRF applications with the Committee such as time expiration files.

**CALL TO PUBLIC**

No members of the public were present.

**ADJOURNMENT**

Nicholas Bielinski moved to adjourn the Advisory Committee meeting at 1:25 pm. The next Advisory Committee meeting date is, tentatively, scheduled for Thursday, January 16<sup>th</sup>, 2020 at ADVS.