



The purpose of the Kitsap County Veteran's Advisory Board is to advise the Board of County Commissioners on the needs of local indigent veterans, the resources available to local indigent veterans, and the programs that could benefit the needs of local indigen veterans and their families.

Kitsap County Veterans Advisory Board Meeting Agenda

DATE: September 9, 2026

TIME: 5:30 P.M.

LOCATION: Olympic College, Building 4, Room 129

[Join ZOOM Meeting](#)

Topic: Kitsap County Veterans Advisory Board

Meeting To join by phone call 1-253-215-8782

Meeting ID: 814 9194 3375

Passcode: 116863

Public Comments: To provide public comment during the meeting, click on the hand icon at the bottom of the screen to “raise your hand.” The chair or designee will call upon the attendee to speak at the designated time. Public comments may also be submitted in advance to be read by staff or the chair during the meeting. Email comments by 12:00 p.m. the day before the meeting to scorcoran@kitsap.gov.

*Action items

1. Call to Order – Mark Lowe
2. Online Announcement – Mark Lowe
3. Welcome to attendees and new board members
4. Introduction of Attendees
5. Approval of Agenda *
6. Approval of August 12th, 2026, VAB Minutes *
7. Guest Speaker: Mindy Rocha-Barella – Bremerton/Olympic Peninsula Navy League Military Correspondent.
8. Reports
 - a. Veterans Assistance Fund – Steve Corcoran (Attachment A)
 - b. Update on KCR – Marqus Ellis (Attachment B & C)
 - c. Committee Reports
 - Housing & Homelessness/Aging Veteran Services – Matt Shillingburg/Emily Buster
 - Public Affairs and Social Media – Brian Davis/Carlos Trujillo

- Special Events/VAB Support – Jack Cahoon
- Veteran Education – Tatiane Simons
- Veteran Health Care – VACANT
- Women’s Veteran Services – Emily Buster
- Veteran Mental Health Plans and Programs/Suicide Awareness – Emily Buster
- Veterans Garden – Jay Bonner
- Veteran Employment and Employment Opportunities – Bill Martin
- Tribe Outreach - Emily Buster

9. Old Business

- a. WDVA Town Hall meeting scheduled for October 22nd, 2026.
- b. Randy’s Heating and Cooling update.

10. New Business

11. Public Comments

12. Good of the Order/Announcements

13. Next Meeting – October 14th, 2026

14. Adjourn -

VAB Events 2026

January 7 – Begin Run to Tahoma planning meetings.

January 14 - 1730, VAB monthly meeting – Topic **Homelessness, Dan Piper (re-Scheduled)**

February 11 - 1730, VAB monthly meeting – Topic: **Sound Works, Bob Middlebrook**

March 11 - 1730, VAB monthly meeting – Topic: **Matt (Legislative session)**

March TBD - Military Appreciation Day, Kitsap County Fairgrounds Pavilion

March/April TBD - Veteran Garden prep

April 8 - 1730, VAB monthly meeting – Topic: **Permission to Start Dreaming FDN and Warrior PATHH Program - Scooter Lewis – 360.602.9589 (Bill Martin)**

April 25 – Spring Stand Down, Sheridan Park Community Center

May TBD – Veteran Garden Working Party

May 13 - 1730, VAB monthly meeting – Topic: **Lynette George – Blue Star Banner Program**

May 22 – The Unforgotten, Run to Tahoma; transfer Veteran remains from the Medical Examiner to the County Administration Building lobby.

May 23 – 1000, The Unforgotten, Run to Tahoma

June 10 - 1730, VAB monthly meeting – Topic: **County VSO program brief (Jason VA brief)**

July TBD – 1000 – 1200, Veteran's Garden Working Party

July 8 - 1730, VAB monthly meeting– Topic: **Next Mission Alliance (Formerly known as Operation Military Family) Shala Reese 360-767-2021**

August 12 - 1730, VAB monthly meeting. – Topic: **Navy Wounded Warrior – Marcia Patty – 360-8507388**

September 9 - 1730, VAB Monthly Meeting – **Topic:** - **Mindy Rocha- Barella – Bremerton-Olympic Peninsula Council Navy League Military Correspondent.**

September 12th – 12:00 pm – 3:00 pm, 3rd Annual Suicide Awareness Walk & Resource Event. Evergreen Park.

September 26 - Fall Stand Down; 1000 - 1400 (set up, vet registration, and tear down)

October 14 – 1730 VAB monthly meeting – **Topic:**

November 7 - 0900 - 1400, VAB Retreat (no monthly meeting)

November 11, Veterans Day

December 2, Unforgotten Run initial meeting,

December 9 - 1730, VAB monthly meeting – **Topic:**
WorkSource DVOP – Nancy Zellers – 360-340-7540

Minutes of the Kitsap County Advisory Board

August 12, 2026

Call to Order: The meeting was conducted via ZOOM and in-person and called to order by Mark Lowe at 5:30 PM.

Announcements: Mark Lowe reviewed the required on-line announcement, covering the conduct of voting members and guests during the meeting.

Introductions: Mark Lowe led introductions of board members and additional attendees.

Award Presentation. Mark and Jack presented a Certificate of appreciation to Megan Jones for her great photography efforts for the Run to Tahoma in May.

Approval of Agenda. The August agenda was reviewed by all members. A motion was made by Bill Martin to approve, with a seconded by Jay Bonner. Motion passed unanimously.

Approval of minutes. July minutes were reviewed by all members. A motion was made by Bill Martin, seconded by Jay Bonner. The motion passed unanimously.

Speaker. Marcia Patty, Adaptive Reconditioning and Community Outreach Specialist presented a program on Navy Wounded Warrior services.

Reports

- A. Veterans Assistance Fund Report – Steve Corcoran reported KCR budget is at 46.9% utilized and Northwest Justice is at 39.4%. The need of veterans requesting Veteran Assistance funding expects to increase for the remainder of the year.
- B. KCR Assistance Fund Expenditures – Marqus Ellis reported 3 new vendors have been added to the program, Grocery Outlet, Midas, and Preston Plumbing. \$41,108.28 was expended in July. Eviction Relief Funding was again the number 1 line item at 414,124.97. We keep veterans in their homes.

Committee Reports

- **Housing & Homelessness/Aging Veterans Services** – Matt reported KAVA event scheduled for September 26th, presenting many details. These details are available if needed. There are many details, too many to list here. Matt continues to pursue services for our older veterans. He continues to communicate and send flyers to the 19 assisted living facilities in the County.

- **Public Affairs and social media** –Brian Davis/Carlos Trujillo. Brian and Carlos are looking for new ideas for communicating with the community. They are planning on supporting the KAVA event in September.
- **Special Event/VAB support** – Jack reported KAVA Fall standdown September 26th, planning continues. Brief for VAB members will be at 0900 for the registration table. Veterans Day event is in the planning. 19TH Hole fundraiser on August 19th to support KAVA. Enlisted golf tournament on September 18th.
- **Veteran Education** – No report
- **Veteran Health Care** – Vacant
- **Women's Veteran Services** – Emily reported Kitsap Pacific Northwest Veterans is starting a women's group. Veterans meet on the last Thursday of the month at different locations. Nothing new to report on this group.
- **Veteran Mental Health Plans and Programs** – 3rd annual Suicide Awareness Walk and Resource Event will be September 12th, 12:00 – 3:00 PM at Evergreen Park in Bremerton. VAB will have a booth, and participation is encouraged.
- **Veterans Garden** – No report
- **Veteran Employment & Employment Opportunities** – Bill reported Fleet & Family Services will hold a job skill event at Olympic College August 27th, 10-2. Vet Tribe will meet August 26th at Moment Brewing in Silverdale, 5:00 pm to 8:00 pm. Poulsbo Veterans Day Parade committee will provide free pizza for this event.
- **Tribe Outreach** – No report.

Old Business

- **Guest speakers for 2026** – Bill will reach out to Shayla Reese as guest speak in October.
- **Randy's Heating and Cooling plan.**
- **Veteran Garden update** – VAB is pursuing options.
- **WDVA Town Hall** – 10/22/2026. Matt will reach out to Heidi Audette and David Fuentes of WDVA for assistance and details. Matt has also presented a list of venues, (Bremerton Conference Center, Fairgrounds Pavillion, Clearwater Casino)
- Matt is pursuing creating business cards for VAB with a QR Code. These will

be used to give to veterans in need.

New Business – Public

Comment - none

Good Order/Announcements -

- Steve Corcoran stated ZOOM option for VAB meetings may go away due to cost. Zoom contract will not be renewed. More to follow. Steve and Jennifer no longer have work cell phones.
- VAB is looking for 2 new members.
- VAB annual retreat will be held on Saturday, November 7th, at Tessera headquarters in Bremerton.
- Bill Martin will attend “Serving those who serve”, August 19th and 20th in Wenatchee.
- Steve Corcoran thanked the Veteran Service Organizations for the support in providing a Chaplain, at short notice for a veteran’s graveside service.
- Carlos Trujillo mentioned the 32 Rock Marines Memorial Ceremony will be Saturday, August 29th, in Enumclaw WA. Marine Birthday celebration, Saturday, November 7th.
- WDVA donated \$1750.00 to the fire fund in Eastern Washington. KAVA also donated 100 pairs of boots.
- Matt will research and follow up on the new VA program (HUD-VASH

enhancement) that provides 11 months of rent and utility assistance for homeless veterans.

- Matt will attempt to re-establish contact with Salmon for Soldiers for potential collaboration.

Next meeting – September 9th, 2026.

Adjourn – Motion was made by Bill Martin to adjourn; a 2nd was made by Jay Bonner. Approved unanimously. Meeting adjourned at 6:55 PM.

Members' attendance at the August meeting:

Mark Lowe

Bill Martin

Jay Bonner

Fred Borgmann

Emily Buster

Jack Cahoon

Brian Davis

Jason Reis

Wendy Robinson

Matt Shillingburg

Tatiane Simons

Carlos Trujillo

Ron Valencia

Staff

Steve Corcoran (County Staff)

Jennifer Doering (County VSO)

Guests

Marqus Ellis

Megan & Mia Jones

Jenifer St. Mars

Patrick Locke

Latoya Francis

Tim Mull

Marcia Patty



VETERANS ADVISORY BOARD 2026 WORK PLAN

Meeting Days, Time and Location: : 2nd Wednesday of each month @ 1730; Location Olympic College Bldg4, Rm 129

Advisory Group Staff: Steve Corcoran scorcoran@kitsap.gov 360-396-337/4811/360-227-9093

Advisory Group 2025 Chair/Co-Chairs: Chair – Mark Lowe, Co-Chair – Bill Martin

Advisory Group Purpose/Mission Statement: Advise the Board of County Commissioners on the needs of local and indigent veterans, the resources available to help veterans and programs that could benefit the needs of local indigent veterans and their families.

2026 Goal	Status % Complete	2026 Priority Level	Comments/Coordination
TIER 1: HIGH PRIORITY			
1. Establish a women's group that meets regularly.	0%	High	The number of women veterans has steadily increased over the years with a corresponding increase in participation at veteran events. Experience at the Women's Circle at Stand Downs has shown there may be enough demand to offer more regular meeting opportunities for women veterans. Investigate options to rally women veterans in Kitsap County as part of their support system. Emily Buster
2. Support two Stand Downs.	50%	High	Kitsap Veteran Stand Downs have proven to be a valuable service to the indigent and homeless veterans. Continue the strong partnership with KAVA to plan and execute two Stand Downs during 2025. Mark Lowe, Bill Martin
3. Run to Tahoma	100%	High	The Run to Tahoma is a deeply meaningful tribute to honor veterans in Kitsap County who have passed away without family or friends to claim them. Maintain the partnership with veteran service organizations to ensure a touching and impactful event on the Saturday before Memorial Day. Jack Cahoon
4. Kitsap County Veterans Home Support	0%	High	Randy Johnson of Randy's Heating and Cooling, 360-979-9429/360-621-6915 POC. Chairperson required from VAB to assist with this endeavor. This program will help low-income veterans with home improvements for little or no cost. Entire VAB

2026 Goal	Status % Complete	2026 Priority Level	Comments/Coordination
5. Support Military Appreciation Day	100%	High	This well-loved event celebrates both active-duty service members and veterans, drawing significant community attention. Sponsor a table to share valuable information about the Kitsap County Veterans Program and veteran benefits. Veterans Program Coordinator
6. Support Veterans Day Event	0%	High	Dedicated to honoring veterans, this event offers a platform to connect with the community. Sponsor a table to provide insights into the Kitsap County Veterans Program and available veteran benefits. Veterans Program Coordinator
7. Hold a Community Service Provider gathering to discuss outreach and service to veterans. Kitsap County Veterans Service Provider "Muster."	50%	High	Develop and implement a plan to convene service providers and stakeholders for a collaborative discussion on creating a systematic approach to support veterans transitioning from homelessness to permanent housing and self-sufficiency. Focus on identifying key challenges, sharing resources, and establishing actionable steps to streamline services and improve outcomes for veterans in need. Matt Shillingburg, Mark Lowe.
8. Provide guidance, support, and resources to newly hired Kitsap County VSO.	80%	High	The Board will offer institutional knowledge, local context, and strategic insight into veteran needs across Kitsap County; assist with onboarding through introductions to community partners and service providers; and provide ongoing feedback on emerging trends, service gaps, and best practices. Through regular communication, shared resource development, and coordinated outreach efforts, the Board will help ensure the Veteran Service Officer is well-equipped to effectively serve veterans and their families while strengthening continuity and impact across the county's veteran support network. Veterans Program Coordinator, Entire VAB

TIER 2: MODERATE PRIORITY			
2026 Goal	Status % Complete	2026 Priority Level	Comments/Coordination
1. Increase outreach activities to both active duty and veterans. Work with other Veteran organizations, groups, and individuals to determine what needs are not being met in Kitsap County and if we can find appropriate solutions.	50%	Moderate	Ensuring veterans and transitioning active-duty service members are fully informed about the wide range of benefits available to them can significantly enhance their lives and overall well-being. Beyond supporting key events such as Stand Downs, the Run to Tahoma, Military Appreciation Day, and Veterans Day, explore additional opportunities to address the needs of both active-duty personnel and veterans. We will do this by connecting with more veterans to determine what needs are not being met. Potential strategies include expanding social media outreach, participating in more civic events, and fostering deeper collaboration with local veteran service organizations. These efforts can strengthen connections and provide even greater support to those who have served. Bill Martin / Mark Lowe
TIER 3: LOW PRIORITY			
1. Garden – Improve veteran participation in the garden care. Deliver harvested vegetables to the Fall Stand Down.	Ongoing	Low	Determine if Blueberry park is still the right location for the Veteran's garden and consider moving the garden activities to the Retsil veterans' home to help with garden care. Jason Reis/Jay Bonner
2. Continue perusing more veterans benefit administration presence in Kitsap County.	Ongoing	Low	The Veterans Administration once provided local in-person assistance to Kitsap County veterans. Low visitor counts to the office forced the VA to reconsider how they will deliver services to local veterans. The use of "pop up" events is used to address unmet needs in the rural areas of Washington State. Maintain contact with VA staff to ensure the VAB is informed about VA sponsored in-person events to better serve local veterans. Mark Lowe, Entire VAB.

2026 Fund Balance Report
Veteran's Program
August 31, 2026

Account Title	Budget	Year to Date	Percent	Balance
Beginning Fund Balance	-	\$1,000,000.00		
<u>Current Revenue</u>				
Real & Personal Property	\$850,000.00	\$467,130.39	55.0%	\$382,869.61
Investment Interest	\$1,114.14	\$2,620.61	235.2%	(\$1,506.47)
Other Revenue	\$3,054.00	\$1,555.54	50.9%	\$1,498.46
Revenue total	\$ 854,168.14	\$ 471,306.54	55.2%	\$ 382,861.60
<u>County Staff Charges</u>				
5101 - Regular Pay	\$ 116,780.00	\$ 62,929.15	53.9%	\$ 53,850.85
5201 - Industrial Insurance	\$ 990.00	\$ 527.89	53.3%	\$ 462.11
5202 - Social Security	\$ 8,934.00	\$ 4,768.29	53.4%	\$ 4,165.71
5203 - PERS Retirement	\$ 6,516.00	\$ 3,470.34	53.3%	\$ 3,045.66
5209 - WA Family & Medical Leave	\$ 254.00	\$ 203.21	80.0%	\$ 50.79
5229 - Employer Benefits Costs	\$ 24,624.00	\$ 16,416.00	66.7%	\$ 8,208.00
5311 - Office Supplies	\$ 1,000.00	\$ -	0.0%	\$ 1,000.00
5352 - Small Tools and Equipment - Trackable	\$ 500.00	\$ -	0.0%	\$ 500.00
5419 - Professional Services	\$ -	\$ 49.40	0.0%	\$ (49.40)
5421 - Telecommunication and Web Services	\$ 1,000.00	\$ 531.95	53.2%	\$ 468.05
5425 - Mailing, Shipping, and Courier Services	\$ 150.00	\$ 3.74	2.5%	\$ 146.26
5431 - Employee Mileage Reimbursement	\$ 1,500.00	\$ -	0.0%	\$ 1,500.00
5451 - Long-Term Equipment Leases	\$ 1,500.00	\$ 409.12	27.3%	\$ 1,090.88
5452 - Short-Term Software and Cloud Subscriptions	\$ 300.00	\$ 164.95	55.0%	\$ 135.05
5497 - Training and Education	\$ -	\$ 213.14		\$ (213.14)
Total County Staff Charges	\$ 164,048.00	\$ 89,687.18	54.7%	\$ 74,360.82
<u>Contracted Services</u>				
Management Consulting				
KCR	\$ 625,950.00	\$ 349,238.44	55.8%	\$ 276,711.56
NW Justice League	\$ 80,000.00	\$ 34,580.00	43.2%	\$ 45,420.00
<u>Standdown</u>				
5413 - Employee Healthcare Services	\$ 4,000.00	\$ -	0.0%	\$ 4,000.00
5441 - Legal Notices and Advertising Services	\$ 2,000.00	\$ 675.00	33.8%	\$ 1,325.00
5454 - Short-Term Equipment and Operating Rentals	\$ 950.00	\$ 965.00	101.6%	\$ (15.00)
<u>Veteran's Garden</u>	\$ 1,200.00	\$ -	0.0%	\$ 1,200.00
<u>County Charges</u>				
5912 - Interfund IS Service Charges	\$ 3,862.00	\$ 2,574.64	66.7%	\$ 1,287.36
5913 - Interfund IS Program Maintenance and Dev	\$ 1,645.00	\$ 1,096.64	66.7%	\$ 548.36
5914 - Interfund IS Fleet Recovery	\$ 400.00	\$ 266.64	66.7%	\$ 133.36
5922 - Interfund IS Projects	\$ 304.00	\$ 202.64	66.7%	\$ 101.36
5996 - Interfund Indirect Cost Allocations	\$ 7,363.00	\$ 5,522.25	75.0%	\$ 1,840.75
Total Expense	\$ 891,722.00	\$ 484,808.43		
Total 2026 Balance (Income minus Expense)	\$ (37,553.86)	\$ (13,501.89)		
Estimated ending Fund Balance	\$ 962,446.14	\$ 986,498.11		

Activity	August 2026	YTD
Total Application	41	367
Total # Of New Application	10	94
Applications Accepted	10	94
Applications Denied	1	10
General Discharges	3	13
Total Unduplicated	10	367
Total Payout	38,443.22	255,194.31
Applications In Progress	0	
Activity	Amount	Services Delivered
Appliances	\$	
Auto Repair	\$ 6,062.40	5
Burial	\$	
Bus Pass	\$ 25	1
Bus Ticket Home	\$	0
Clean & Sober Housing	\$	
Clothing	\$ 1,120.40	7
Dental	\$ 2,800	1
Eviction Relief Funding	\$ 17,474.77	10
Food	\$ 4,427.08	24
Gasoline	\$ 700	15
Heating Oil	\$	
Motel	\$	
Medical	\$	
Natural Gas	\$	
Occupation Certification	\$	
Phone	\$	
Propane	\$	
PSE	\$	
1 st Month Rent / Move In / Security Deposit	\$ 3,400	2
Sewer	\$	
Union Dues	\$	
Waste Management	\$ 162.43	2
Water	\$	
Wood for Heat/ Pellets	\$	
Hygiene / Household / Cleaning Supplies	\$ 721.67	10

VETERANS ASSISTANCE FUND 2026

MONTHLY REPORT: August 2026 : SUBMITTED BY MARQUS ELLIS