



MADISON COUNTY BOARD OF SUPERVISORS

Veterans Services

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April 1, 2019

TO: Shelton Vance
Madison County Administrator

FROM: Gina Kelley, ^{GK} County Veterans Service Officer
Mendal Kemp, ^{MK} County Veterans Service Officer

SUBJECT: 2019 County Veterans Service Officer Training
Courtyard by Marriott, Gulfport, MS
May 22-24, 2019

The MS State Veterans Affairs Board is providing training for the state's County Veterans Service Officers (CVSO) in Gulfport, MS on May 22-24, 2019. CVSOs are required to participate once a year and pass a test. This session is particularly important since there are many rule changes and procedural changes that will be discussed by State and Federal VA Instructors. We respectfully request Board Approval to attend this very important training. The cost of this training is within our approved 2019 Budget. Estimated cost is as follows:

Mendal Kemp: Hotel - \$282 (\$94.00 X 3 nights)
Meals - \$153 (\$51.00 X 3 days)
Mileage - \$215 (0.580 X 368 miles)
Total - \$650

Gina Kelley: Hotel - \$282 (\$94.00 X 3 nights)
Meals - \$153 (\$51.00 X 3 days)
Mileage - \$215 (0.580 X 368 miles)
Total - \$650

Total cost to the County: \$1,300. Your approval is greatly appreciated.

Attachment:

February 27, 2019

To: Mississippi County Veteran Service Officers

Re: May 2019 CVSO Training

The Mississippi Code 35-3-21 requires the County Veteran Service Officers in Mississippi attend at least one of the schools of training provided by the MS State Veteran Affairs Board and pass a written exam. Each person who attends the training is required to sign in each day to verify attendance.

Courtyard by Marriott Gulfport Beachfront has graciously agreed to allow us the use of their facility for this training session. It is located at 1600 E. Beach Blvd. Gulfport, MS 39501.

Blocks of rooms have been reserved at the following hotel:

Courtyard by Marriott Gulfport Beachfront
1600 E. Beach Blvd.
Gulfport, MS 39501
228-864-4310

Daily Room Rate: \$94/night (block reserved of 125 rooms)

Date to Reserve Room By: May 2, 2019

Hotel offers a breakfast that is not complimentary. Free wi-fi will be available throughout the hotel and public spaces. Tax exempt forms should be presented to the hotel at check-in. Cancellations should be made 72 hours in advance. Check-in time is 3:00 pm. Check-out time is 11:00 am. The deadlines for reserving a room are indicated above for the hotel. The group link to reserve your room is .

The agenda will be handed out at registration. **Please bring your training binder and material from 2018. We will only be providing updates, not new binders.** If you have questions or need additional information, contact the SVAB Claims Division office.

Chuck Holifield
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