

MEMORANDUM

June 9, 2025

TO: Greg Higginbotham, Madison County Administrator
FROM: Mendal Kemp, ^{M. Kemp} County Veterans Service Officer (CVSO)
SUBJECT: Annual Training

The annual training of CVSOs will be held at the Oxford MS Army National Guard Armory September 29 – October 3, 2025. The County VSOs are required to participate in this training and pass a written exam in order to maintain their Accreditation/Certification. The cost for Casey Davis and me to attend this training is within our approved Budget. Estimated cost is as follows:

Mendal Kemp – Lodging - \$472 ($\118×4 nights); Meals - \$272 ($\68×4 days);

Mileage - \$280 ($400 \times .700$)

Casey Davis – Lodging - \$720 ($\180×4 nights); Meals - \$272 ($\68×4 days);

Mileage - \$280 ($400 \times .700$)

Total estimated cost to the County: \$2,296

Your approval is greatly appreciated.



Training Division

April 21, 2025

To: Mississippi County Veteran Service Officers, Veterans Homes Veteran Service Officers, Veterans Homes Administrators and MSVA Staff

Subject: Fall Training 2025

The Fall Veteran Service Officer training will be held September 29th – October 3rd at the Oxford, MS MSARNG Armory. Check-in will begin at 8:00 a.m. on Tuesday September 30th with training projected to begin at 10:00 a.m. We will complete training by 12:00 p.m. on Friday October 3rd.

Please make your own hotel arrangements.

Please let me know by **COB on 11 August 2025** if you plan to attend this training event.

Water and coffee will be provided. Please bring any other drinks/snacks of your choice.

Lunch will be on your own.

If you have any questions, please feel free to contact me at (662) 871-9446 or cadams@msva.ms.gov.

I look forward to seeing you in September.

Cathy Adams

Cathy Adams

Training Specialist

Mississippi Veterans Affairs

Representatives for Mississippi VA, VA, American Legion and Veterans of Foreign Wars

120 N. State Street Jackson, MS. 39201

(601) 576-4850



Mississippi VA

CVSO Training

September 30 – 3 October 2025

Oxford, MS

Mississippi Veterans Affairs is pleased to announce that our Fall Training Conference will be held at the MS ARNG Armory in Oxford, MS located at 100 Ed Perry Blvd. Oxford, MS. Registration will begin at 8:00 a.m. Tuesday September 30, 2025.

Name: Mendal Kemp

County: MADISON

Are you Accredited with MSVA? X yes ____ no

There are many hotels available in Oxford. You may stay anywhere you choose.

There will be an agenda forthcoming when all presenters are confirmed.

Please RSVP with your registration form no later than Monday August 11, 2025.

Sincerely,

Cathy Adams

Cathy Adams

Training Specialist II

660 NORTH STREET, SUITE 200 • JACKSON, MS 39202 • P.O. BOX 3439 • JACKSON, MS 39207 • PHONE: 601-576-4850 • FAX: 601-576-4870

MARK SMITH
Executive Director

JAMES (MAX) FENN, JR.
Chairman
Summit,
Fourth Congressional District

DAVID H. McELREATH
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Oxford,
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Name: Casey Davis

County: Madison

Are you Accredited with MSVA? ☒ yes ☐ no

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There will be an agenda forthcoming when all presenters are confirmed.

Please RSVP with your registration form no later than Monday August 11, 2025.

Sincerely,

Cathy Adams

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