



# THE AMERICAN LEGION

DEPARTMENT OF OREGON, INC.  
PO Box 1730 ★ Wilsonville, OR 97070-1730

December 12<sup>st</sup>, 2021

TO: Members of the DEC, selected Dept. Commission Chairs & Other Department Officials

This letter is your “**OFFICIAL NOTICE**” to the third Department Executive Committee Meeting for the 2021-2022 fiscal year. This meeting will be held at the **Villebois Community Center 11879 SW Palermo St, Wilsonville OR**, on Saturday, January 8th, 2022, starting at 10:00 a.m. and Sunday, January 9<sup>th</sup>, 2022, at 8:30. a.m.

An agenda for the DEC is attached. The minutes for the Fall DEC are forthcoming. Individuals will make their own housing reservations. There **is no Headquarters Hotel** this time. Lunch will be brought in. We will take donations for lunch—the Banquet is Saturday night at Post 158 in Tigard. The meal form is attached.

While there are no expenses allowed for District Vice Commanders and other Legionnaires not receiving an **Official Call**, please assure them they are most welcome to attend all planned activities.

For the Commander:

Sincerely,

S. Flynn Phillips  
Department Adjutant

Winter DEC 2022  
Banquet Dinner  
January 8

**Banquet** (Coat & Tie Required)

5:30 PM No Host Bar/Social Hour  
6:00 PM Dinner

*Includes salad, seasonal vegetable, baked potato, roll, dessert & coffee or tea:*

Prime Rib

@ \$18 \_\_\_\_ea. \$ \_\_\_\_

Chicken

@ \$15 \_\_\_\_ea. \$ \_\_\_\_

Register by January 5, 2022 for meals.

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Name

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Address

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City

State

Zip

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Email

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Phone

Post/Unit/SQD

District

Mail checks to: The Tigard American Legion  
Attn: Adjutant/ Winter DEC  
8635 SW Scoffins  
Tigard, OR 97223

You must show proof of vaccines before entering Post 158, If you're going to be downstairs, it doesn't matter. Only those going to the bar will be checked.

**THE AMERICAN LEGION  
DEPARTMENT OF OREGON  
MID-WINTER DEPARTMENT EXECUTIVE COMMITTEE MEETING**

**Saturday, January 8<sup>th</sup>, 2021  
Villebois Community Center  
11879 SW Palermo Street  
Wilsonville, OR**

**AGENDA**

**The Dress Code will be Legion Casual**

**10:00 a.m. – 12:00 p.m.**

**Department Commander Call with District Commanders, 1<sup>st</sup> Vice Commander Larry Wittmayer, 2<sup>nd</sup> Vice Commander Croy Brockmann.**

**12:45 p.m. Opening Ceremony**

**Call to order by Department Commander – Don Weber**

- A. Salute to Colors
- B. Invocation
- C. POW/MIA Tribute
- D. Pledge of Allegiance
- E. Preamble

**Introduction of Guest – National Western Vice Commander – James T. Higuera**

**Opening remarks by Department Commander – Don Weber**

**Training 1:00 p.m. – 4:00**

- 1:15 p.m. - 2:45 p.m. - Matt M. Schmidt – LCSW, CADC III – Suicide Prevention Coordinator – Portland VA

**Break**

**2:45 p.m. – 3:00 p.m.**

**Reconvene Training**

- 3:00 p.m. – 3:45 p.m. – Jody Marsh, Assistant Veterans Service Officer, Dept. of Oregon  
How to be the BEST Post (VSO) Veterans Service Officer.

**Panel discussion with Department Leadership**

- 3:45 p.m. – 4:15 p.m.

**THE AMERICAN LEGION**  
**DEPARTMENT OF OREGON**  
**MID-WINTER DEPARTMENT EXECUTIVE COMMITTEE MEETING**

**Sunday, January 9<sup>th</sup>, 2021, Wilsonville**  
**Villebois Community Center**  
**11879 SW Palermo Street**  
**Wilsonville, OR 970790**

**AGENDA**

**Dress Code: Legion Business**

**Start Time: 8:30 a.m.**

Call to order - Department Commander, Don Weber

- |                         |   |
|-------------------------|---|
| A. Salute to Colors     | Department Commander                      |
| B. Invocation           | Department Chaplain                       |
| C. POW/MIA Tribute      | Department 2 <sup>nd</sup> Vice Commander |
| D. Pledge of Allegiance | Department Sergeant-at-Arms               |
| E. Preamble             | Department Commander                      |

**Roll Call- Department Adjutant**

Seating of Officers –

- Reading of the minutes of the previous meeting - Department Adjutant - S. Flynn Phillips
  - Fall D.E.C. Minutes
  - Spring D.E.C. Minutes
  - PIR Virtual Minutes
  - Pre D.E.C. Minutes
  - Convention Minutes
  - Post D.E.C. Minutes

Introduction of Guests Present

Opening remarks – Department Commander

Department Judge Advocate – Standing Rules

Ratification District Commander and or Commission/Committee Members

- Foreign Relations & ROTC Committee
- Law & Order Homeland Security Committee
- Military Benefits & Quality of Life Committee
- National Guard & Reserve Committee
  
- Veterans Affairs & Rehabilitation Commission VA&R Report – Bob Huff
  - Employment & Veterans Preference Committee VE&E
  
- Vets Employment & Education Commission Report - Bob Huff
  - Veterans Education-Benefits & Homeless Committee
  
- **Post Charters:**
  - Suspension of, or Cancellations of Charters - NONE
  - Approval of New Charters - NONE
  
- **Reports and Approvals**
  - Constitution & By-Laws - NONE
  - Policies – NONE
  - Resolutions
    - Recommended appointment of Steven D. Shollenburg as The American Legion National Chaplain
    - Designation Oregon State Route 35 as the Oregon Nisei Veterans World War II Historic Highway
    - Permanent Finance Commission Supplemental Budget Request
    - Amendment to Department Constitution and Bylaws on Elections
    - Ad hoc Exigency Action committee
  
- Presentation of Awards - NONE
- Unfinished Business
- New Business
- Sick call and Relief Chaplain – Steve Shollenburg
- Good of the Order
- Department Adjutant's Report - S. Flynn Phillips
  
- **Time and Place**
  - Date April 2<sup>nd</sup> and 3<sup>rd</sup>, 2022 – Post 63 Harney County – Burns, Oregon
  - Time – TBD
- Benediction - Department Chaplain- Steve Shollenburg
- Adjournment

For the Commander:

S. Flynn Phillips  
The Department Adjutant

\*Note: Subject to change





## Wilsonville Local Hotels



### Best Western Wilsonville Inn & Suites

[Website](#) [Directions](#) [Save](#)

4.2 ★★★★★ 550 Google reviews

3-star hotel

[CHECK AVAILABILITY](#)

**Address:** 29769 SW Boones Ferry Rd, Wilsonville, OR 97070

**Phone:** (503) 570-9700

#### Ads · Compare prices

Wed, Dec 22	Thu, Dec 23	2
Expedia.com	\$100	>
Booking.com	\$100	>



### Quality Inn & Suites

[Website](#) [Directions](#) [Save](#)

3.2 ★★★★★ 527 Google reviews

2-star hotel

[CHECK AVAILABILITY](#)

**Address:** 8855 SW Citizens Dr, Wilsonville, OR 97070

**Phone:** (503) 682-9000

#### Ads · Compare prices

Tonight	Tomorrow	2
Quality Inn & Suites Official site	\$68	>
Sign up for free, save 5%	\$72	
Booking.com	\$72	>

## Villebois Community Center and Pool

11879 SW Palermo St, Wilsonville, OR 97070



### Hilton Garden Inn Wilsonville Portland

[Website](#) [Directions](#) [Save](#)

4.2 ★★★★★ 143 Google reviews

3-star hotel

[CHECK AVAILABILITY](#)

**Address:** 30800 SW Parkway Ave, Wilsonville, OR 97070

**Phone:** (503) 855-0996

#### Ads · Compare prices

Tonight	Tomorrow	2
Booking.com	\$170	>
Hilton Garden Inn Wilsonville Portland Official site	\$170	>
Aqoda	\$170	>



### SnoozInn

[Website](#) [Directions](#) [Save](#)

3.2 ★★★★★ 292 Google reviews

1-star hotel

[CHECK AVAILABILITY](#)

**Address:** 30245 SW Parkway Ave, Wilsonville, OR 97070

**Phone:** (503) 682-2333

#### Ads · Compare prices

Tonight	Tomorrow	2
Booking.com	\$64	>
Expedia.com	\$64	>