



Vietnam Veterans of America
Darwin J. Thomas Memorial Chapter 201

CHAPTER ORDER NO. 2
SERIES 2018-2019

APPOINTMENT OF OFFICERS

Section 1: I hereby appoint **Randy Richmond** as the Chapter 201 Chaplain. The duties of the Chapter Chaplain include, but are not limited to:

- (a) Conducting Invocation and Benediction prayers at all meetings.
- (b) Conducting prayers and services for Chapter patriotic observances such as Memorial Day, POW/MIA Ceremony, etc.
- (c) Perform visitations to Chapter members in dire straits and/or in medical facilities as appropriate.
- (d) Conducting gravesite prayers and services for Chapter members as required or requested.

Section 2: I hereby appoint **Bill McCorquodale** as the Chapter 201 Assistant Chaplain. The duty of the Assistant Chaplain is to support and assist the Chapter Chaplain and fulfill the duties of the Chapter Chaplain in his absence.

Section 3: I hereby appoint **John Hassenplug** as the Chapter 201 Sergeant-At-Arms. The Chapter 201 Sergeant-At-Arms is responsible for maintaining reasonable and proper decorum at all meetings of the Chapter. Duties of the Sergeant-At-Arms include, but are not limited to the following:

- (a) Prepare the meeting facility, including proper arrangement of seating and the placement of appropriate National and VVA colors as required.
- (b) Announcement and introduction of guests.
- (c) Insure that all members and guests are properly registered on the Secretaries sign-in sheet.
- (d) The Sergeant-At-Arms shall present the opening and closing salute and lead the gathering

- (e) The Sergeant-At-Arms is responsible for the Chapter colors and their stands. This responsibility includes ensuring that they are available for all patriotic observances that the Chapter participates in.

Section 4: I hereby appoint **Gerald Arnold** as the Chapter 201 Veteran Service Officer (VSO) and a Palo Alto Veterans Affairs Voluntary Service (VAVS) Representative. Duties of the Chapter VSO and Palo Alto VAVS Representative include, but are not limited to the following:

- (a) Assist Veterans in the preparation of claims and appeals for compensation due to service-connected disability.
- (b) Assist Veterans in finding other benefits due regardless of the era in which they served.
- (c) Act as the Vietnam Veterans of America Chapter 201 Veteran Services Representative at the Palo Alto VA.
- (d) Interface with the California National Service Officer (VVA.VSO.LB@gmail.com) on Veteran Service benefit questions, concerns and assistance.

Section 5: I hereby appoint **Randy Richmond** as a Chapter 201 Liaison Officer to the Chapter 201 Associates to the Vietnam Veterans of America.

The foregoing Chapter Order is proclaimed this 21st day of May in the year of our Lord two thousand eighteen, and of the Independence of the United States of America the two hundred forty-second, in the City of San José, County of Santa Clara, State of California by David W. Sanders, President of the Darwin J. Thomas Chapter 201 Board of Directors of the Vietnam Veterans of America.

By Order of:



Warren Finch, President
Darwin J. Thomas Chapter 201
Vietnam Veterans of America, Incorporated