

Chapter VA 6

GRAND ARMY HOME FOR VETERANS
KING, WISCONSIN

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VA 6.01 Admission and care of members. (1) **OBJECTIVE.** The department shall maintain and operate the Grand Army Home for Veterans and shall admit as members eligible veterans, their eligible wives, widows and mothers, and shall furnish all members complete personal maintenance and medical care to include programs and facilities which promote comfort, recreation, well-being and rehabilitation.

(2) **APPLICATION.** No person shall be admitted until he has submitted an application on forms furnished by the Home and such application has been approved by the commandant. Each question must be fully and accurately answered and the completed application properly executed. Upon admission of the applicant as a member, the completed application shall be a valid and binding contract by and between the member and the Home.

(3) **EXHIBITS REQUIRED.** Each application must be accompanied by a complete financial statement of the applicant, a physician's report of physical examination of the applicant, 2 affidavit's attesting to the applicant's Wisconsin residence, and original or certified copies of reports of separation or discharges of the applicant or the veteran upon whose eligibility the applicant is relying for all periods of active service in the armed forces of the United States during one wartime period as enumerated in section 45.35 (5a) (a) through (g), Wis. Stats., or which establish that the veteran was entitled to receive either the Armed Forces Expeditionary Medal or the Vietnam Service Medal or service pursuant to section 1 of executive order 10957.

(4) **WIFE.** A veteran's wife shall also furnish with her application a certified copy of certificate of marriage to the veteran.

(5) **WIDOW.** A veteran's widow shall also furnish with her application a certified copy of her certificate of marriage to the veteran and a certified copy of her veteran husband's death certificate.

(6) **MOTHER.** A mother of a veteran shall also furnish with her application a certified copy of the public record of birth of the veteran through whom eligibility is claimed, and either a complete physician's report of physical examination of her veteran son and a complete financial statement and 2 residence affidavits pertaining to her veteran son or a certified copy of her veteran son's death certificate.

property and costs of management and sale of such property to warrant such advance.

(14) **DEFINITION OF ASSETS.** Assets for the purpose of this section means any property of value, to include without limitation by reason of enumeration real property, tangible and intangible personal property, accrued interest, cash, cash value of life insurance, monies to which applicant is entitled by award, judgment or settlement as received, life insurance proceeds to which applicant may be entitled, annuities containing unexecuted options to select lump sum payments, gifts, devises, bequests, inheritances and hereditaments, except personal clothing and personal effects of no apparent market value.

History: Cr. Register, March, 1965, No. 111, eff. 4-1-65; am. (3), (6), (7), (9), (13), Register, October, 1967, No. 142, eff. 11-1-67.

VA 6.02 Duties and responsibilities of the commandant. (1) **OPERATION OF THE HOME.** The commandant, under the direction of the secretary, shall operate the Grand Army Home for Veterans pursuant to Wisconsin Statutes and in accordance with the policies established by the board.

(2) **MEDICAL AND NURSING CARE.** He shall conduct a complete program of medical and nursing care for all members of the Home as their needs may require.

(3) **MEMBER RECORDS.** He shall keep a record of each member of the Home which will include information establishing eligibility for admission, date of admission, personal and financial data, and period of membership.

(4) **CUSTODY OF PROPERTY.** He shall have charge and custody of the Home including all property appertaining thereto or within the boundaries thereof, and he may take such reasonable steps as may be necessary to safeguard such property including examination of vehicles, baggage, parcels or any property leaving the Home.

(5) **EMPLOYES.** He shall employ such persons as may be necessary and authorized to carry out the functions of the Home.

(6) **LAW ENFORCEMENT.** He shall designate as his deputies such employes as may be necessary to assist him in enforcing upon the grounds of the Home the laws of the state of Wisconsin and the rules and regulations governing the Home, and for such purposes he and his deputies shall have all the powers of constables.

(7) **MEMBER HELP.** He may employ such member help as is deemed necessary, and payment for member services will be made according to the pay plan of the bureau of personnel. No member will be required to perform any work as a member employe if he does not choose to do so and no member employe shall work more than 5 hours per day.

(8) **BUDGET.** He shall prepare the Home's budget request for the ensuing biennium so as to permit operation of the Home to meet applicable minimum standards established by state regulatory agencies and shall present such budget request to the secretary.

(9) **FUNDS, ACCOUNTABILITY FOR.** He shall supervise all funds of the Home and see that proper records are kept, shall maintain internal fiscal control, shall account for all funds received and disbursed

(2) **VEHICLE LICENSE REQUIRED.** No person shall operate any motor vehicle on any roadway, driveway, or parking lot of the Home unless the same has been properly registered as provided by chapter 341, Wis. Stats., unless exempt under an applicable provision of section 341.05, Wis. Stats., from the requirement that the vehicle be registered in order that it may be operated on the highways of this state. Members using power wheelchairs are exempt from the requirements of this section.

(3) **TRUCKS AND TRAILERS PROHIBITED.** Operation of trucks or motor vehicles towing trailers on any roadway, driveway or parking lot of the Home is prohibited except as may be authorized by the commandant.

(4) **DUMPING PROHIBITED.** The dumping of any waste, trash, debris, or other rubbish on the Home grounds or along the Home grounds lakeshore is prohibited, except in disposal areas designated by the commandant or elsewhere as may be specifically designated by him.

(5) **REMOVING PROPERTY PROHIBITED.** The removal of any shrubs, trees, plants, wood, rocks, earth or other natural products or materials from the Home grounds is prohibited except as may be authorized by the commandant.

(6) **WILDLIFE MOLESTATION PROHIBITED.** The removal, destruction or molestation of any wildlife within the boundaries of the Home grounds is prohibited except as may be authorized by the commandant.

(7) **DAMAGING PROPERTY PROHIBITED.** The defacing of, damage to, or wanton destruction of any structures, buildings, improvements, shrubs, trees or plants on the Home grounds is prohibited.

(8) **DRUNKENNESS PROHIBITED.** Any person who is found in an intoxicated condition on the Home grounds shall be subject to arrest and prosecution.

(9) **CANVASSING, PEDDLING AND SOLICITING.** All canvassing, peddling or soliciting is prohibited on the grounds or in the buildings of the Home, except that the commandant may authorize Home posts and chapters of veterans organizations and their auxiliaries to conduct fund raising activities at designated times and places, and to solicit membership. The commandant may authorize and establish conditions for solicitations at the Home by other charitable organizations.

(10) **LAKESHORE USE.** Use of the Home lakeshore, beaches, piers, boating and swimming facilities by persons other than members and employes or guests of members or employes in their personal company is prohibited. Use of such facilities shall be at their own risk and shall be limited to daylight hours.

(11) **CAMPING AND PICNICKING.** Camping on the Home grounds is prohibited. Picnicking may be authorized by the commandant on the Home grounds in areas specifically designated by him as picnic grounds. He shall establish rules governing permitted picnic hours, the disposal of garbage and other refuse, and such other matters as may be deemed necessary.

(12) **FIREARMS.** The carrying or use of firearms within the limits of the Home, except by firing squads or for police or military purposes, is prohibited unless authorized by the commandant.

(12) **PERSONAL CLEANLINESS.** Cleanliness of person and dress is required of members at all times.

(13) **CLEANLINESS OF QUARTERS.** Clothing, beds, quarters, dormitories and cottages shall be kept in a neat and clean condition, and all members' quarters must be available for inspection between the hours of 8:00 a.m. and 8:00 p.m. All members must remain in their quarters during the period for which formal inspections or fire drills are scheduled, unless excused by the commandant or in the case of sickness by a Home physician.

(14) **GIFT OF PROPERTY BY A MEMBER.** A gift of property by a member shall be invalid unless physical possession of such property is transferred to the donee at the time the gift is made and unless such property is removed from the premises of the Home before the death of the member. A gift of property by a member during his lifetime with the understanding that the member may retain physical possession of such property until his death or a gift of property which is to take effect upon the death of the member donor is invalid.

(15) **LOAN OF PROPERTY TO MEMBER.** Property loaned to a member by a nonmember must be declared to be loaned property at the time its possession is transferred to the member, and the nonmember loaning the property to the member must at such time file a sales slip, invoice or other evidence of his ownership with the Home office and affix an identifying tag to the loaned property which tag must remain affixed to such property during the term of the member's stay at the Home. Any property not so identified will be deemed the property of the member upon his death, and will be distributed to the state.

(16) **MARRIAGE OF MEMBERS.** Members who marry without the consent of the commandant shall be subject to the provisions of Wis. Adm. Code section VA 6.05 (6).

(17) **FUNERAL TRUST AGREEMENT.** A woman member who plans to be buried away from the Home or a member who plans to have features in his or her funeral arrangements that are more costly than those routinely provided, may, with the approval of the commandant, enter into the funeral trust agreement with a funeral home of his or her choice to accomplish such plan.

History: Cr. Register, March, 1965, No. 111, eff. 4-1-65; am. (4), r. (5), Register, December, 1965, No. 120, eff. 1-1-66; am. (3), Register, October, 1967, No. 142, eff. 11-1-67.

VA 6.05 Discipline, discharges and leaves of absence. (1) **DISCIPLINARY PROCEDURE.** The Home shall maintain a complete record of each offense by a member against rules and regulations of the Home showing the name of the offender, date and place of the offense, and the nature of the offense. Each member charged with a violation of Home rules and regulations shall be furnished with a copy of the charge or charges placed against him. No member shall be discharged, suspended, or disciplined in any way without a hearing before the commandant at a time and place to be fixed by him. A summary of evidence introduced, the findings and the decision of the commandant must be filed in each case.

(2) **DISCIPLINARY ORDERS, REVIEW AND APPEAL.** A member found guilty by the commandant of violating rules and regulations of the Home may be discharged, given an enforced leave of absence for a

unauthorized discharge of firearms within the limits of the Home, for assault on another person, for theft, for committing any other crime, or for immoral or indecent conduct.

(8) **LEAVES OF ABSENCE.** Leaves of absence may be granted by the commandant for a period of not to exceed 60 days during a calendar year, but may be extended by the secretary if circumstances warrant. Payments to the state, as required by section 45.37 (9), Wis. Stats., shall continue during the period of absence. The Home will not be responsible for any expense incurred by members while absent from the Home except for emergency medical expenses authorized by a Home physician, providing notice is given to the Home within 24 hours of the onset of the emergency. Quarters will not be reserved during any absence unless such absence is authorized by the commandant.

(9) **LEAVES OF ABSENCE, MEDICAL.** Leaves of absence will be granted to veteran members while undergoing treatment in a veterans administration hospital, or in another authorized hospital, and to women members while in any hospital or sanatorium away from the Home, and this leave shall not be charged to the 60 day annual allowance.

History: Cr. Register, March, 1965, No. 111, eff. 4-1-65; am. (2), (4), (8), Register, October, 1967, No. 142, eff. 11-1-67.

VA 6.06 Employe rules. (1) **RULES AND DUTIES.** Employes shall obey all rules prescribed by the commandant, and shall discharge such duties as may be assigned to them by or on the order of the commandant.

(2) **MEMBER TREATMENT.** In case of alleged neglect or ill treatment of a member by an employe other than the commandant, complaint shall be made in writing to the commandant. If against the commandant, the complaint shall be made in writing to the secretary.

(3) **DRUNKENNESS PROHIBITED.** Any employe found in an intoxicated condition while on duty or in such condition on the Home grounds while off duty shall be subject to discipline in accordance with established rules of the personnel board, and may be subject to immediate suspension or discharge.

(4) **FINANCIAL DEALINGS PROHIBITED.** Except as provided in Wis. Adm. Code section VA 6.03 (9), no employe shall sell or solicit the sale of anything of value to a member or buy or solicit the purchase of anything of value from a member, or solicit, receive or agree to receive any compensation, gift, reward or gratuity from any member for any matter connected with or related to the duties of such employe, and no employe shall make any loan to or borrow from any member. An employe may, however, receive from a member a gift of food or handicraft having a nominal value, and may purchase handicraft items produced by members and make purchases from member employes at the Home exchange.

(5) **LIVING ON GROUNDS.** The commandant, business manager, superintendent of buildings and grounds, medical director, staff physician, fire chief, recreation therapist and gardener shall be required to live on the grounds of the Home in quarters provided for them and their families for so long as their duties require their presence at times when they are on off-duty status. The commandant may also authorize other employes whose duties require their presence at times when they are on off-duty status to live in quarters on the grounds of the home.