



KEEPING OUR PROMISE TO
AMERICA'S VETERANS

Department of Illinois

DISABLED AMERICAN VETERANS

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M E M O R A N D U M

TO: Line Officers
PDCs
DECs
ALT DECs
HSCs

FROM: Don Houghland
Department Commander

DATE: August 7, 2026

SUBJECT: DEPARTMENT EXECUTIVE COMMITTEE MEETING AND
SERVICE SCHOOL

The Claims and Service Commission and Finance Committee Meetings have been scheduled for Saturday, September 19. The Department Executive Committee (DEC) Meeting will be held on Sunday, September 20. An agenda is enclosed for these meetings, as well as the **Service School**.

I am attaching the Service Officer Nomination Form. To receive Service Officer training and certification (school will be held on September 19), you must be nominated **by your chapter**. Chapters can nominate as few or as many members as they choose. Please inform your chapter commander if you'd like to attend the training. The form is to be returned to the **National Service Office**. It is a fillable form, so you are receiving this via email, you should be able to open the file, type everything in, and then email back to the NSO **by August 30**.



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Please email completed forms to robert.nolbertowicz@va.gov or mail to:

Disabled American Veterans VA Regional Office
2122 West Taylor St. Suite 104
Chicago, IL 60612

Meetings will be held at the Ramada Springfield North in Springfield, Illinois. **Room reservations need to be made by August 29 in order to guarantee room availability.** Room rates are \$106 + tax per night, single or double. For reservations, call 217-523-4000. When making reservations, please let them know that you are with the Department of Illinois DAV.