



Vietnam Veterans of America Chapter 392, Portland Metro
7600 SE Johnson Creek Blvd - Portland, OR 97206 · 503-558-2970

VVA 392 GUIDELINES FOR INTERACTION WITH FORT KENNEDY

VVA Chapter 392 played a key role in bringing Fort Kennedy into the veteran resource center that we share. That said, Fort Kennedy is a separate non-profit organization and operates independently. They are serving as the point of contact for all vets who come into the center seeking help and have developed a set of operating procedures. VVA 392 members **MUST** be mindful of these procedures in our interactions with Fort Kennedy.

Guidelines for VVA 392 members

1. VVA Members do not get preferential treatment for the services provided. There is no “jumping” to the head of the line just because you are a VVA member. There may be others waiting for the same service you need who have been waiting far longer.
2. VVA members seeking services for themselves or others need to sign in at the Ft. Kennedy computer like all other clients. This is essential for Fort Kennedy to accurately document the services being provided.
3. If you feel you have an emergency situation and need service ASAP, talk to Tina, Carol or Howie before taking any action. Discuss the situation with them and try to understand that they may disagree with you. Please respect their position.
4. VVA members who perform volunteer services for Fort Kennedy need to sign in and out of their log book. This is essential for Fort Kennedy to have the records needed for future funding and grants.

Approved by the Board of Directors on September 13, 2018