

Department of South Carolina Veterans of Foreign Wars

Surgeon Standard Operating Procedures



As the State Surgeon it is your responsibility to set-up all Blood Drives for Head Quarters. With the conjunction of the American Red Cross. It is also your responsibility to ensure that the ARC has everything they need to set-up and have a successful drive. Advertising, and volunteer sign-ups are also under the Scope of Practice for the State Surgeon.

Steps and Strides which is held in September every year is a responsibility of the State Surgeon, but to help ease the pressure of setting up an event of this magnitude alone every year, you will coordinate with the Columbia Vet Center for they have been doing it for the past few years and have become very good at it.

As the State Surgeon it will be your responsibility to keep a database of who to call on for help or assistance with programs or events in and around the state.

The Veterans Affairs Volunteer Services (VAVS) falls under the State Surgeons Roles and Responsibilities. If there is a problem within the VAVS program, it is the Surgeon's job to help rectify the issue before the State must get involved.

At least on a quarterly basis, the surgeon is responsible for contacting the State Vet Centers and Clinics to find out what is happening in their area that we as the VFW should know and to see what they may need assistance with when it comes to putting on said events.

The Surgeon should put on at least bi-yearly a School of Instructional Training for all new and even the older Post/District Surgeons to keep everyone on the same page so that there are no misconceptions of what should and must be done.

As the State Surgeon you will be required to attend all VAVS Meetings throughout the year. These are usually held quarterly at the Dorn VA Hospital Auditorium. The person for you to contact immediately after being elected as the Surgeon to get put on the email distribution list is Robert Kappel and his email address is:

Robert.Kappel@va.gov

Below is a list of all agencies and contact information for said agencies that you will be required to work with throughout the year. Our goal as the Veterans of Foreign Wars State Surgeon is to work together with these groups to make sure that No Veteran Is Left Behind! Many Hands Make Light Work! As the State Surgeon, you must be passionate about helping your fellow Veterans regardless of whether they are members of the VFW.

As the State Surgeon, you must be willing to travel and visit with all Posts throughout the entire state of South Carolina. This is for 2 reasons: Reason #1. So, everyone will know who you are and know who they should contact if they should need to for any problem within the VA System that is not being handled like it should. Reason #2. So, you can visit with and get to know all the Post and District Surgeons under you.

As the State Surgeon you must also keep up with any new health crisis and be ready to present the State Commander with the findings and rising cases as it pertains to the State. To help you get ready to brief the State Commander, I would suggest you read the CDC website for any new or existing health crisis.

The following are lists of agencies that as the State Surgeon you should work with. This is a growing list, so feel free to add to it at your discretion.

Jenni-Lynn Assisted Living Facility – Contact: Cindy Poore - Area Director
803-926-8600

Veteran Services Officer – Greenville County Veterans Affairs – Alan Dabney
864-467-7236

Veterans Affairs Director – Spartanburg County Veterans Affairs – Brent Cobb
864-596-2553

Salute The Troops – Greenville County – Annette Spigner
864-467-7230

Benefits Representative – Greenwood County Veterans Affairs – Christy Stroud
864-450-9268

Benefits Representative – Greenwood County Veterans Affairs – Kelly Burton
864-450-9268

Commander – American Legion Post 28 – Spartanburg County – Carroll Owings
864-253-0376

Upstate Regional Integrator – SC Department of Veterans Affairs – COL (Ret)
Matthew G. St. Clair 803-849-2594

Commander of the Order of the Purple Heart – Douglas Greenlaw
864-884-6760

Operation Veteran Support – Dr. Glen Brown 803-467-2791

Veteran Service Officer – Department of SC VFW – CSM (Ret) John “JJ” Johnson
803-647-2442

District 20 Commander – American Legion – David Mills, Jr. 803-360-0572

Social Director – Well More Assisted Living – Sarah Sovcik 803-520-1222

Secretary – SC Department of Veterans Affairs Columbia –
MG (Ret) William Grimsley 803-734-0200

Area Captain – Veteran's Last Patrol Spartanburg Chapter – Roger Williams
864-398-7902

Veteran Service Director – Greenwood County Veterans Affairs – Rosalind Burke
864-450-9268

Area Captain – Veteran's Last Patrol Greenville Chapter – Dan Grubbs
864-910-2555

Outreach Executive – Oak St. Health – Samarya Jenkins 803-893-7019

Market Point Sales Manager – HUMANA - Zachary Johnson – 843-504-0411

Membership Growth Manager – Dedicated Senior Medical Center -
Shirley Young – 803-610-4199

Executive Director – Hidden Wounds/Project Josiah – Lance Newman
803-574-9946

Director – Dedicated Senior Medical Center – Andre Fells 704-420-3941

Midlands Area Food Bank – Ms. Saddler 803-766-1450

Account Manager - American Red Cross – Alesha Wilson 803-904-6887

As the State Surgeon, you should keep a database of organizations that will assist Veterans and their family members with Rent/Mortgage Payments, Electrical, and other bills. I am providing a list of the ones that I know of personally and this list can be added to. This is not outside the scope of being the State Surgeon and in fact it will help the Posts and Districts save time and money by sending someone in need to one of these organizations.

In this SOP, you will find telephone numbers and email addresses for the County VA Offices throughout the entire State of South Carolina. Be sure to keep in touch with these offices to see if they need any assistance from the State VFW. These same offices you may need to call if they are not taking care of the Veterans in their respective areas to find out what's going on. Trust me, you will hear about it if the VFW Members in certain areas are not taken care of.

You will also find a list of all VFW Posts across the state broken down by their Districts and locations, to help plan your post visits accordingly. I would try to plan post visits and VA Centers/Offices visits at the same time.