

**POTTAWATTAMIE COUNTY
COMMISSION OF VETERAN AFFAIRS
REGULAR MONTHLY MEETING**

July 9, 2020

9:00 A.M.

AGENDA

- Pledge of Allegiance
- Roll Call-Skylar Dooley, Chairman (Conference Call); Holly Collins, Secretary (Conference Call); Jesse Shea, Member; Ellen Fritz, Mick Gutttau, Member; Nick Jedlicka, Director; Peggy Becker, Caseworker III; Paul Rosenberg, Caseworker II; Pam Wilke, Caseworker II and Brenna Maher, Caseworker I.
- Additions or Corrections to the Agenda: Addition Under New Business-Postage Meter
- BOS Updates-Scott Belt BOS Liaison stated that there has been very little negative feedback in regards to the measures the County has taken in regards to COVID-19. Construction on the B-Wing is going as scheduled and he is hoping the schools and sports venues can open back up soon.
Lynn Grobe BOS Liaison had no additional BOS update
- Commissioner Updates Nick Jedlicka Director thanked Former Commissioner Phil Jacobs for his 15 years of service on the Commission, he presented a personalized blackened wood flag made by Devon Sanders a Veteran and owner of Rustic 76 (Please like him on FB to support Veteran owned businesses). Unfortunately, Phil Jacobs had a scheduling conflict and was unable to make to the meeting. The Chairman will reach out to him in order to determine the best way to get him the flag.
- Public Comment (3-minute speaking limit per person) No Public announced themselves

OLD BUSINESS

- Approval of the minutes for June-Motion to approve made by Jesse Shea, Member second Holly Collins, Member: All in Favor Aye 5 Nay 0 Motion Passed
- Approval of assistance given for June- Motion to approve made by Jesse Shea, Member second Holly Collins, Member: All in Favor Aye 5 Nay 0 Motion Passed
- Budget Review-2019/2020 Should be at 100% but we closed out at 87% and will be returning \$66,999.47 to the General Fund. Since we were unable to attend National Training and State Spring Training the funds budgeted for travel and lodging were not used. The Allocation and Donated funds were completely used. We purchased \$500 worth of meat from the Minden Meat Market, (a Veteran owned business), that we can go and get fresh meat as needed we also purchased Gift Cards from Grocery Stores and Fast Food Establishments so we can give a 'instant' hot meal if needed.
- Federal County Assistance Report for June 2020

	June	Previous Month May
Walk Ins:	101	22
Calls:	505	425
Total:	606	447

County		State		Federal	
New Clients	8	Driver License Application	1	Benefit Application	25
Pantry/Clothing	6	License Plate Application	7	Intent to File	21
Grave Marker	2	Hunting/Fishing License	1	Headstone Application	4
Mail I/O	83			SF-180	3

- Facilities Update:
 - MPR Usage: The facility opened to the public on June 8th. Two meeting rooms have been created to meet with the public, these rooms adhere to the 6 foot distancing guideline and are also sanitized right after the Client leaves. No member of the public is allowed in the back/staff side of the building
 - Sanitizing: Building and Grounds has supplied a Sanitizing Company that comes in and Sanitizes the public access areas and multi-touch surfaces such as door handles and table tops.

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- Old Business/unfinished business
 - Staffing of the Office: All staff have returned to the office. We are encouraging appointments to try and control the number of people that are in the lobby/building at one time.
 - Commission Seat: Michael/Mick Guttau a Vietnam Veteran from Treynor Iowa was appointed to the Veteran's Commission by the BOS
 - Pantry Donations: Donations of perishable food items have resumed such as milk, eggs, cheese, bread and pastries
 - Civil War Headstones: All 36 Civil War Headstones that were requested have been placed in the Kingsman Circle at the Fairview Cemetery by the Sons of the Union Veterans of the Civil War. There will be a rededication at a later date and our office will be invited.
- **NEW BUSINESS**
 - Veteran Memorial Car Show: VFW Post 11355 is hosting a Veteran's Memorial Car Show on Saturday August 1, 2020 from 9am to 3pm, there will be food and prizes. The VFW obtained the BOS approval to have it in the VA Building/County Parking Lot and were required to obtain an independent Liability Insurance Policy. VFW is responsible for advertising but our office did post it on our FB page where as of today it has received in excess of 2500 views
 - Service Organizations Bulletin Boards: Nick Jedlica, Director has decided to rearrange the lighted display cabinets in the lobby. The Service Organizations will now be up front on the R hand side as you enter the building. The cabinets will informational instead of decorative, they will provide, location, meeting date and contact information, of, every Post in each community of Pottawattamie County. The television in the lobby has now been programed to be a digital announcement and information board, the display cabinets on the wall by the television will contain additional informative information and postings
 - MPR Room Reopening: The MPR has been divided into two rooms, the front portion will be a public meeting room the staff will use to meet clients and the back portion will be used as a Conference/Training Room. It has already been utilized by other County Office and the VFW will resume their meetings next week
 - Election/Review and appointment of Commission Officers: A discussion was held by the Commission and it was decided that the Members that currently hold the Chairman and Secretary positions will continue to do so. Motion to approve Commission Officers as they stand made by Jesse Shea, Member second by Mick Guttau, Member: All in Favor Aye 5 Nay 0 Motion Carries
 - Postage Meter: Our office has decided to get our own postage meter to help minimize our trips to the court house and cross contamination. There is a monthly fee in addition to the postage used but there is no contract so it can be returned at any time.

CLOSED SESSION AS ALLOWED PER CODE OF IOWA CHAPTER 21.5, 1(A) July ASSISTANCE

REQUESTS – Motion to go into closed session at 9:40 by Jesse Shea, Member; second Holly Collins, Secretary all in favor 5 aye, 0 nay, motion carries. Present Skylar Dooley, Chairman (Conference Call); Holly Collins, Secretary (Conference Call); Jesse Shea, Member; Ellen Fritz, Member and Mick Guttau Member; Office Personnel present, Nick Jedlicka, Director; Peggy Becker, Caseworker III; Paul Rosenberg, Caseworker II; Pam Wilke, Caseworker II and Brenna Maher. Caseworker I. Out of closed session at 9:48 motion by Jesse Shea, Member; second by Skyler Dooley, Chairman; all in favor 5 aye, 0 nay; motion carries.

Approval of assistance as discussed in closed session; motion by Jesse Shea, Member; second by Mick Guttau, Member all in favor 5 aye, 0 nay; motion carries

OPEN SESSION.ADJOURN-Skyler Dooley, Chairman motion to adjourn, Jesse Shea, Member 2nd, all in favor 5 aye, 0 nay; motion carries

Next Meeting August 13, 2020 - 9:00 am