

POTTAWATTAMIE COUNTY
 COMMISSION OF VETERAN AFFAIRS
 REGULAR MONTHLY MEETING
 September 14, 2021 VA Multi-Purpose Room
 1:00 P.M.

AGENDA

- **Call to Order:** Holly Collins, Chairwoman called the meeting to order @ 1:00 pm
- **Pledge of Allegiance:** All that attendance stood and recited the Pledge of Allegiance
- **Roll Call-** Holly Collins, Chairman; Ellen Way, Secretary; Mick Guttau, Member; Brittany Rockwell, Member; Brad Powell, Ex-Officio Member & David Hazlewood, Ex-Officio Member Office Personnel Nick Jedlicka, Director; Peggy Becker, Caseworker III; Pam Wilke, Caseworker II; Paul Rosenberg, Caseworker II & Jess Boese, Caseworker I
Absent Skyler Dooley, Chairman
- **Additions or Corrections to the Agenda:** None
- **BOS Updates-** No BOS Present
- **Commissioner Updates:** Nick Jedlicka, Director introduced the New Commissioner Brittany Rockwell and the two ex-officio members Brad Powell and David Hazlewood to those present
- **Public Comment (3-minute speaking limit per person)** Donna Berry of Senator Grassley’s Office was present and she stated that they should be moving into the new Federal Building at the end of October and she believes the Open House will be held on December 17th.

OLD BUSINESS

- ❖ **Approval of the minutes for August:** Motion to approve made by Mick Guttau, Member second by Brittany Rockwell, Member All in Favor 4 Aye 0 Nay Motion Carries
- ❖ **Approval of assistance given for August:** (No assistance provided no approval needed)
- ❖ **Budget FY 21-22:** Should be at 17% overall at 10%

➤ **Federal County Assistance Report for August 2021:**

	August	Previous Month July
Walk Ins:	189	159
Calls:	318	305
Total:	507	464

County	State	Federal
New Clients /Calls	9	Driver License Application
Pantry/Clothing	6	2
Grave Marker	2	License Plate Application
Mail I/O	89	5
159 Walk Ins, 46 had Appt		Hunting/Fishing License
		3
		Headstone Application
		3
		Home Loan Certificate
		1
		SF-180
		3

➤ **Facilities Update:**

- ❖ **MPR Usage:** The MPR is still being utilized by County Depts and Service Organizations, Public Health is still conducting the Vaccine Clinics are still being held here 4X a week, M-W-F nights and half-day Saturday. Once again, the issue with the window has been brought back to the forefront as the Contractor will begin resetting/replacing the windows next week

POTTAWATTAMIE COUNTY
COMMISSION OF VETERAN AFFAIRS
REGULAR MONTHLY MEETING

OLD BUSINESS/UNFINISHED BUSINESS

- ❖ **BOS Swearing in and increase of New Commissioners:** The BOS swore in Brittany Rockwell as the New Member of the Commission replacing Jesse Shea as he did not wish to renew his appointment. The BOS also swore in two ex-officio members to the Commission but they will not have voting privileges.
- ❖ **IA State Fair Veteran's Day Parade:** Pam Wilke, Caseworker II and Paul Rosenberg, Caseworker II attended and participated on behalf of the office
- ❖ **Outreach Operation 22 til Freedom Poker Run:** Jess Boese, Caseworker I and Peggy Becker, Caseworker III attended and put up a booth. There wasn't a lot of public attendance but it still got our presence out there

NEW BUSINESS

- ❖ **Allocation:** The \$10,000 allotment has been received and the rules and regulations for use were reviewed
- ❖ **Research Resource Cost:** A discussion was held in regards to making a 6th month purchase to Ancestry/Social Security Death Index for 6 months @ \$21.99 a month to see how much it would be utilized. Motion to do a 6-month trial made by Mick Gutttau, Member second by Brittany Rockwell, Member All in Favor 4 Aye 0 Nay Motion Carries
- ❖ **Veterans Day Parade:** Saturday 11/6 beginning at 11:00 am. We are registered and are currently Number 14 in the lineup; All staff and commissioners are invited to walk in the parade
- ❖ **Staffing Changes:** Brenna Maher, Caseworker I, has resigned and her replacement Randall Markel has been hired. Pam Wilke, Caseworker II is retiring and Jess Boese has moved up from Receptionist to Caseworker I to take her place, we are currently in the process of review application for a new Receptionist/Administrative Assistant.
- ❖ **Fall School:** Commissioner Day is Monday 10/11 and CVSO training is Tuesday 10/12 thru Thursday 10/14. There is an Association meeting the afternoon of Monday 10/11. All staff will ride down in the County Vehicle and the floor was opened for a suggestion of carpooling for the Commissioners.
- ❖ **Date of Next Commission Meeting:** Due to the Second Tuesday of the month falling in the week of the Fall School the Commission Meeting date was moved to Tuesday 10/19 @ 1:00 pm to accommodate the mandatory training.

MEETING ADJOURNED Brittany Rockwell, Member made a motion to adjourn the open session second by Mick Gutttau, Member, All in favor 4 Aye 0 Nay Motion carries meeting adjourned will reconvene in 5 minutes for Closed Session

CLOSED SESSION AS ALLOWED PER CODE OF IOWA CHAPTER 21.5, 1(A)September ASSISTANCE REQUESTS: One Request for Assistance

Holly Collins, Chairwoman motioned to open the closed session at 1:41 pm, second by Mick Gutttau, Member Ellen Way, Member motioned to open the closed session at 1:49 pm, second by Mick Gutttau, Member Approval of Assistance Discussed in Closed Session; motion made by Mick Gutttau, Member second by Brittany Rockwell, Member

Next Meeting October 19, 2021- 1:00 pm