

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

Monday July 11, 2022 @ 3:00 pm

- Call to Order: Holly Collins, Chairwoman called the meeting to order @ 3:04 pm
- Pledge of Allegiance: All in attendance stood and recited the Pledge of Allegiance
- Roll Call: Commission: Holly Collins, Chairwoman; Brad Powell, Secretary; Britney Rockwell, Member
Office Staff: Rita Dooley, Director; Peggy Becker, Caseworker III
- BOS Updates: BOS Liaison Lynn Grobe present, not updates @ this time
- Commissioner Updates: Brad Powell, Secretary spoke of the Veteran that was provided a wheelchair ramp we had in our office.

OLD BUSINESS

- Approval of the minutes for May 2022: Motion to approve made by Brad Powell, Secretary second by Britney Rockwell, Member All in Favor 3 Aye 0 Nay Motion Carries
- Approval of the minutes for June 2022: No quorum of commissioners no discussion/votes held
- Approval of assistance given for May 2022: Motion to approve made by Britney Rockwell, Member second by Brad Powell, Secretary, All in Favor 3 Aye 0 Nay Motion carries
- Approval of assistance given for June 2022: Administrative Approval by Director in lieu of no quorum
- Budget 2021-2022: Should be @ 100% currently @ 88%
- Federal County Assistance Report for June 2022

	June	Previous Month May	Prior Month April
Walk Ins:	151	188	181
Calls:	274	343	338
Total:	495	531	519

County	State	Federal
New Clients /Calls 10	Driver License Application 0	Total Fed Forms 135 of these were
Pantry/Clothing 13	License Plate Application 1	Benefit Application 70
Grave Marker 5	Hunting/Fishing License 0	Intent to File 15
Mail I/O 74	MTE/DMTE 4	Headstone Application 2
		Home Loan Certificate 2
		SF-180 2

FACILITIES UPDATE:

- MPR Usage: Jail Services have been utilizing the space as well as the regulars (VFW 11355, IVF)
- Mold Remediation/Structural Repair: The structural repair was performed but before the wall could be complete reassembled it was discovered that the window in the kitchen is still leaking

OLD BUSINESS/UNFINISHED BUSINESS

- Satellite Office/Avoca: Randy Markel, Caseworker I, goes out to Avoca on the first and third Wednesday of the month. The reception to the reopening of that office has been positive and people are beginning to come in.
- Veteran's Treatment Court Implementation: First Court was held July 6th. However, there are no eligible participants currently, but the Public Defenders Office and the Prosecutor's Office knows to refer
- Review Relocation Application/s: Two Relocation Application were submitted for Approval Motion to Approve both applications (VS #16279 & 3053) made by Brad Powell, Secretary second by Britney Rockwell, Member, All in Favor 3 Aye 0 Nay Motion Carries
- MPR Usage Applications/Mailbox's
 - VFW 11355 submitted usage application for monthly meetings and the car show: Contingent upon verification of Insurance Coverage: Motion to Approve made by Britney Rockwell, Member second by Brad Powell, Secretary, All in Favor 3 Aye 0 Nay Motion Carries

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- Iowa Veterans Foundation submitted application for quarterly meetings: Motion to Approve made by Brad Powell Secretary second by Brittney Rockwell, Member: All in Favor 3 Aye 0 Nay Motion Carries
- CB Veteran's Day Parade Foundation submitted application for usage as needed: Motion to Approve made by Brittney Rockwell, Member second by Brad Powell, Secretary: All in Favor 3 Aye 0 Nay Motion Carries
- Veteran's Day Parade/Office Participation: It has been determined that this office will only have community participation in the Veteran's Day Parade and nothing more. Motion to Approve made by Brittney Rockwell, Member second by Holly Collins, Chairperson: All in Favor 3 Aye 0 Nay Motion Carries
- Commission Term Cycle
 - Annual Officer Rotation Vote: The vote was deferred until the August Commission Meeting so all the Commissioner can be present.
- National Training attended by Rita Dooley, Director, and Paul Rosenberg Caseworker II: Rita reported that the training was informative, and networking will be a great resource. The Association is closely monitoring the pending Pact Act. It was also reported that Sam Pettit, Caseworker I, has registered for the Initial Accreditation Course in August, it is administered virtually

NEW BUSINESS

- EdVantage Internship Job Description: Ella the EdVantage Intern assigned to our office was introduced to the commission. There is a 3rd Party funding the grant it last for 8 week 16 hours a week and she has already been her for 2 of those weeks
- Outreach Events and Car Shows: VFW 11355 Car Show is in our parking lot on August 6th from 9-3 and the OTTF Car Show is @ McMullen Ford on August 7th from 10-2 our office is expected to participate in both events
- Support Services Concerns/Economic Environment: Discussion was deferred until next month
- Burial Assistance Research Team to Review County Limit: Discussion was deferred until next month
- Evaluation format, Discussion of FY23 Goals: A discussion was held between the director and commission regarding the performance evaluation for the director. The commission and director were not able to reach an agreement regarding changes that were made to the document that were not submitted to the commission for approval prior to the commission meeting. The topic was deferred until all 5 commissioners could be present. No discussion was held in regard to the FY23 Goals.

Public Comment (3-minute limit)

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

OPEN SESSION

ADJOURN Motion to adjourn made by Brittney Rockwell, Member second by Brad Powell, Secretary, All in Favor 3 Aye 0 Nay meeting adjourned

NEXT MEETING Monday August 8 @ 3:00 pm Veteran Affairs Building Multi-purpose room.