

**POTTAWATTAMIE COUNTY  
COMMISSION OF VETERAN AFFAIRS  
REGULAR MONTHLY MEETING  
Monday September 12, 2022 @ 3:00 pm**

Meeting was delayed for 45 minutes

- Call to Order: Holly Collins, Chairwoman called the meeting to order @ 3:47 pm
- Pledge of Allegiance: All in attendance stood and recited the Pledge of Allegiance
- Roll Call: Commission: Holly Collins, Chairwoman; Brad Powell, Secretary; Mick Gutttau, Member; Brittney Rockwell, Member; David Hazelwood, Member Office Staff: Peggy Becker, Caseworker III, Paul Rosenberg Caseworker II and Sam Pettit, Caseworker I
- BOS Updates: No BOS present
- Commissioner Updates: No Commissioner updates

**OLD BUSINESS**

- Approval of the minutes for Regular monthly August 8, 2022: Motion to approve made by Mick Gutttau, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries
- Approval of assistance given for August 2022: Update to the assistance provided prior to approval. Motion to approve made by Brittney Rockwell, Member second by Mick Gutttau, Member All In Favor 5 Aye 0 Nay Motion Carries
- Budget 2021-2022: Should be @ 17% currently @ 14%
- Federal County Assistance Report for August 2022

	August	Previous Month July
Walk Ins:	247	182
Calls:	393	353
Total:	640	535

County	State	Federal
New Clients /Calls 19	Driver License Application 1	Total Fed Forms 207 of these were
Pantry/Clothing 8	License Plate Application 6	Benefit Application 59
Grave Marker 1	Hunting/Fishing License 0	Intent to File 23
E/Mail I/O 119	MTE/DMTE 2	Headstone Application 3
Appointments 101		Home Loan Certificate 0
		SF-180 3

**FACILITIES UPDATE:**

- MPR Usage: Routine usage by VFW, the Parade Committee, and other County Departments
- “Housekeeping” Updates: A discussion was held about disposal of non-working equipment and changes that have been made to the lobby; mannequins wearing with a different branch of service uniform on and we are also creating a service member brag board along the hallway. We are requesting pictures for people in the military or military items. There will be no identifying information on the items/pictures, and they will not be returned to the person providing them.
- Training Opportunity: Understanding Medicare Thursday 9/29 S 3:00 pm must register to attend @ [www.swiamhds.com/events](http://www.swiamhds.com/events) there is no registration fee sponsored by MHDS (Mental Health and Disability Services)

**OLD BUSINESS/UNFINISHED BUSINESS**

- IA State Fair/Veterans Day Parade Monday August 15<sup>th</sup>, 2022: Paul and Sam attended both stated it was a good day, saw a lot of people.
- Building Usage Application: Veteran’s Day Parade Committee applied for usage of the building for September. Motion to approve the Parade Committees usage of the building until after the Veterans Day Parade made by Mick Gutttau, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries
- Satellite Office: Contact has been made with the City of Carter Lake regarding utilizing a space in order to put a caseworker in that area at least once a month. Randy Markell, Caseworker II has an appointment scheduled to meet with the City on Sept 2020 @ 9:30 am

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- Outreach Opportunities
  - Neola Resource Fair Hosted by Angels Home Care Saturday October 8<sup>th</sup> from 9-12. We will be setting up a booth.
  - OTTF Poker Run Saturday September 3<sup>rd</sup> from 1-4: Unfortunately, no one was able to attend
  - Meeting of the Masons September 14<sup>th</sup> @ 7:00 pm, Paul Rosenberg, Caseworker II will attend and give a presentation
  - Veteran's Resource Fair hosted by Iowa Works @ Full Fledged Brewery November 11<sup>th</sup> from 5-7. Staff will not be able to attend (confirmed by HR) as representative of the office as it is a recognized national holiday & paid day off work as well as outside the scope of normal workday hours. Several of the Commissioners stated that they would be attending as representative of the office.

**NEW BUSINESS**

- Community Donations
  - Annual Donation from IA Interstate Railroad: Received \$300.00 for the Pantry
  - Donation from the MOPH: Received \$500.00 for the Panty there was an article in the Nonpareil with the presentation of the check
    - ❖ Our office did make a grocery purchase of shelf stable items we generally do not receive through donations
- Headstone Purchase: A discussion was held regarding the office purchase of a headstone for a very special Pottawattamie County Veteran. Donated funds were used to purchase the stone no County funds were used.
- Fall School Monday Oct 10 thru Thurs Oct 13, 2022
  - Commissioners Day is Monday Oct 10<sup>th</sup> beginning at 9:00 am this is a one-day training
  - CVSO training is Tuesday 10/11 thru Thursday 10/13. Paul Rosenberg Caseworker II will be attending the CVSO training
- Schedule Presentation of gift for prior director and commission members: Although the going away gifts for the prior director and commission members that left were purchased, there was never a presentation of the gifts to them. It was suggested that they be invited to the next meeting so they can be presented their going away gift
- Token of Appreciation: A discussion was held in regard to honor people withing the community that go above and beyond to help the Veterans of our community It was decided that it would be nice to show them some acknowledgement and a little appreciation for all that they do. Motion made by David Hazelwood, Member to establish a nomination process to honor up to three local veterans with an appreciation gift once every three to six months second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries

**Public Comment (3-minute limit)**

Dick Ryba VFW 11355 thanked the County and the Commission once again for the use of the building suggesting that something needs to be done about the echo in the conference room. It is difficult for those with hearing aids to hear. He also stated that he would like to get all the Commanders of the local posts and the Director of the office together occasionally to have a round table discussion and update.

Susan Miller, Candidate for the BOS spoke regarding how important military and first responders were to her. She also spoke about her ideas and what she would like to see change in the County

**ADJOURN:** Motion made by Brittney Rockwell, Member to recess prior to going into closed session second by David Hazelwood, Member All in Favor 5 Aye 0 Nay Motion Carries

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

Motion to go into closed session made by Brittney Rockwell, Member @ 4:25 pm second by Mick Guttau, Member Motion to go back into open session @ 4:48 pm made by Brittney Rockwell, Member second by Mick Guttau Member

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***OPEN SESSION***

***ADJOURN:*** Motion to adjourn made by Brittney Rockwell, Member second by Mick Guttau, Member All in Favor  
4 Aye 0 Nay meeting adjourned

***NEXT MEETING Moved due to Fall School:*** Monday October 17, 2022 @ 3:00 pm Veteran Affairs Building  
Multi-purpose room.