

POTTAWATTAMIE COUNTY  
COMMISSION OF VETERAN AFFAIRS  
REGULAR MONTHLY MEETING

July 11, 2019

9:00 A.M.

**AGENDA**

- **Roll Call:** Phil Jacobs, Chairman called the meeting to order at 9:00 a.m. Present Phil Jacobs Chairman via teleconference; Skyler Dooley, Member; Ellen Fritz, Member; Jesse Shea, Member; Holly Collins, Member; Peggy Becker, Caseworker III; Pam Wilke, Caseworker II; BOS Scott Belt, Justin Schultz and Tim Wichman were all in attendance.
- **Additions or Corrections to the Agenda:** Under New Business add New VSO Position & Salary Suggestion for New Director
- **Commissioner/BOS Update:** Justin Schultz wanted to know what had transpired in regards to the complaint that was received last month from a Veteran as he is still be contacted by that Veteran. A brief discussion was held at that time Jesse Shea, Member volunteered to get the Veteran's contact information and contact the Veteran. Mr. Shea was advised at that time, he would need the Veteran to sign a ROI before his case could be discussed with a Commissioner as the Commission has no authority/involvement in the Federal operations of the office technically the Veteran needs to contact the office.
- **Public Comment:** Skyler Dooley, Member took a moment to Introduce Holly Collins the newly appointed Member of the Commission. Holly Collins was welcomed by the public present; no other public comment was made.

**OLD BUSINESS**

- **Approval of the minutes and executive summary for June:** Motion by Jesse Shea, Member second by Skyler Dooley, Member. All in favor 5 Aye 0 Nay Motion Carries
- **Approval of assistance given for June:** Assistance provided outside of the Commission Meeting by Director approval no motion needed
- **Budget review 2018-2019 Final Budget:** Should be at 100% we closed out at 91.11% turning back in \$37,856.27
- **Old Business/unfinished business**
  - **Vote for Pottawattamie County Director of Veteran Affairs appointment:** Prior to the Vote New Commission Member Holly Collins explained the reasoning behind her vote and that her vote was based on facts and only facts she had gleaned from reading the newspaper and that she had been apprised of by speaking with people. Ellen Fritz, Member expressed her concerns over how the process of choosing the correct applicant was handled which started a more in depth discussion which was quickly quelled by the other Commission Members. Skyler Dooley motioned that the name Nick Jedlicka be presented to the BOS for the Director appointment second by Jesse Shea, Member vote was called All in favor 3 Aye, 1 Nay and 1 Abstain Motion Carries
- **New Business**
  - **Nominations for Commission Chairperson and Secretary:** Commission Secretary Nominations were Holly Collins by Skyler Dooley and Ellen Fritz by Jesse Shea; Commission Chairperson Nominations were Skyler Dooley by Jesse Shea and Phil Jacobs by Ellen Fritz
  - **Vote on Nominations and elect a Chairperson and Secretary:** Discussion was held in regards to the responsibility of each position prior to the votes. Phil Jacobs, Chairman called for vote for Commission Secretary 4 votes went to Holly Collins 1 vote for Ellen Fritz, Holly Collins will be the next Commission Secretary. Phil Jacobs, Chairman called for vote for Commission Chairperson, 3 votes for Skyler Dooley, 2 votes for Phil Jacobs, Skyler Dooley will be the next Commission Chairperson.

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- Newly opened VSO position: A position for a FT VSO was left vacant after one of the VSO's retired. Skyler Dooley, Member motioned that the position be posted immediately second by Jesse Shea, Member; a discussion was held in regards to posting the position right away or waiting until the new Director is in office it was also brought up that the office had been approved for a part-time person prior to the retirement of the full time person, it was unanimously decided by the Commission that the part-time position could wait to be filled at a later date. A vote was called for in favor for posting for the FT position immediately All in favor 4 Aye 1 Nay Motion carries.  
BOS Tim Wichman stated at that time that they already have the job description it would be posted by this afternoon or tomorrow at the latest it was also determined it would run for 14 days.
- Salary for New Director: Jesse Shea, Member made a motion to pay the new director between \$75-80,000 second by Skyler Dooley, Member to bring the topic to discussion. A discussion was had between the Commission and the BOS in regards to setting the pay for the New Director. Phil Jacobs, Chairman stated that it took the former director 28 years a lot of training and a lot of knowledge to build up to her salary and it should only be fitting that the new director start at the bottom and work their way up as well as they learn and gain experience. A poll was taken of the Commissioners of what they thought would be fair and vote was called for to start the new director between \$70-\$72,000 All in favor 4 Aye 1 Nay Motion carries.

***CLOSED SESSION AS ALLOWED PER CODE OF IOWA CHAPTER 21.5, 1(A)June ASSISTANCE REQUESTS***, Motion to go into closed session at 09:48 by Skyler Dooley, Member second by Ellen Fritz, Member. Present Skyler Dooley, Member; Holly Collins, Member; Ellen Fritz, Member; Jesse Shea, Member; Peggy Becker Caseworker III and Pam Wilke Caseworker II. Absent Phil Jacobs, Chairman Out of closed session at 10:17 a.m. motion by Jesse Shea, Member second by Skyler Dooley, Member  
Review of assistance provided after the June Commission Meeting and approved by Director no Commission approval need

***OPEN SESSION***

***Adjourn***

***Next meeting August 8, 2019 @ 9:00 am***