

POTTAWATTAMIE COUNTY
COMMISSION OF VETERAN AFFAIRS
REGULAR MONTHLY MEETING

September 12, 2019

9:00 A.M.

AGENDA

- **Pledge of Allegiance:** Skyler Dooley, Chairman called the meeting to order at 9:00 a.m.
- **Roll Call:** Present Skyler Dooley, Chairman; Holly Collins, Secretary; Ellen Fritz, Member; Jesse Shea, Member; Nick Jedlicka, Director; Peggy Becker, Caseworker III; Pam Wilke, Caseworker II; Paul Rosenberg, Caseworker II and Brenna Maher, Caseworker I; BOS Scott Belt, Justin Schultz and Lyn Grobe were all in attendance. Absent Phil Jacobs, Member.
- **Additions or Corrections to the Agenda:** None
- **Commissioner/BOS Update:** Justin Schultz Liaison for the BOS discussed bond reviews are coming up and discussed Capitol Projects and or improvements that need to be considered. The BOS also related that they want regular updates in regards to what our office is doing and if there are any events within the County that they should be attending. Scott Belt reiterated from last month that the flooding issues have not abated the county roads are still being affected as well as the farmers and their ability to get into the fields which will affect planting
- **Public Comment:** Larry Kofoed requested that the Veteran Affairs Website be updated with the meeting minutes when they become available

OLD BUSINESS

- **Approval of the minutes and executive summary for August:** Motion by Jesse Shea, Member second by Holly Collins, Secretary. All in favor 4 Aye 0 Nay Motion Carries
- **Approval of assistance given for August:** Motion by Jesse Shea, Member second by Holly Collins, Secretary. All in favor 4 Aye 0 Nay Motion Carries
- **Budget review 2019 Budget:** Should be at 17% we closed out for the month at 16%
- **Federal County Assistance Report for August**

Walk Ins:	301		
Calls:	578		
Total:	943		
Driver's License Forms	6	License Plate Forms	8
Grave Markers Given	1	Headstone Applications	5
Pantry/Clothing	17	Mail In/Out	64
- **Facilities Update:** It was recently found that the windows of the building were all leaking water this has caused some warping and mold issues to arise. Building and Grounds have been working with the HGM and the General Contractor to fix the problem hopefully before the cold starts. Wednesday 9/18 the window in the Kitchen is to be removed, reset and resealed.
- **Old Business/unfinished business**
 - **District 7 Meeting:** Thursday 9/19 at the American Legion in Treynor. All staff will be attending so the office will be closed for the day, a notice has been posted on the door for a couple weeks now and it will also be posted on FB
 - **Fall School of Instruction:** 10/15-10/17 Des Moines IA; Commissioner Day is on Tuesday 10/15 The four New Commissioners will be attending as well as the two New Staff along with Nick Jedlicka, Director and Pam Wilke, Caseworker III
 - **Social Media:** The New FB page currently has 811 followers and posts are reaching 1500 plus people. The old page has been removed or taken down and we expect no further issues in regards to that
 - **Headstone Replacement:** The new stone is to arrive by this very afternoon and the Monument Company is to work with the family to have the stone reset.

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- **Complaint:** Skyler Dooley, Chairman contacted the Veteran that had the complaint about how our office handled his claim a several months back. It has taken a bit of time to connect with the Veteran due to various circumstances. Skyler Dooley, Chairman was able to connect with the Veteran and discussed the issue that occurred and reported back that all is well. The Veteran just wanted to be heard and reassured that the problem/issue has been rectified and will not happen to another Veteran
- **NEW BUSINESS**
 - **New Office Staff:** Paul Rosenberg Caseworker II and Brenna Maher, Caseworker I, were introduced to the Commission
 - **Outreach Plan:** A discussion was held in regards to Outreach what the office has done in the past what more could be done in the future. Skyler Dooley, Chairman requested that each Commissioner bring two ideas for outreach or suggestions as to the best ways to reach the Veteran population of Pottawattamie County, he also requested that Outreach be on the Agenda on a regular basis
 - **Pay Voucher:** Nick Jedlicka, Director recreated the Mileage Payment Voucher the BOS uses to suit the needs of our office so the Commission and Staff have something to turn in to request payment for mileage and meetings they may attend outside of the regular monthly meetings. Prior notification of such a meeting or attendance would be required to either the Commission Chairman or the Office Director and approval of requested payment for the Commission would be by the Chairman or the Director and approval for the Office would be by the Director or Caseworker III
 - **Commission/Office Apparel:** It was brought to the attention of the Commission and the Office Staff that our office does have a logo and if they want to have any apparel to wear to meetings or outreach activities to let us know. They were informed that The Shirt Factory is where the Sew Out of the logo is located and they (The Shirt Factory) has a catalog of apparel that can be ordered. The Commission and Staff were also informed that if they choose an item from the catalog or want to purchase their own garment to have the logo sewn on, they would be reimbursed up to a yet to be determined dollar amount.

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

No requests for Assistance for September

OPEN SESSION

ADJOURN

NEXT MEETING: October 10, 2019 @ 9:00 am