

POTTAWATTAMIE COUNTY  
 COMMISSION OF VETERAN AFFAIRS  
 REGULAR MONTHLY MEETING

December 12, 2019

9:00 A.M.

**AGENDA**

- Pledge of Allegiance
- Roll Call-Holly Collins, Secretary; Phil Jacobs, Member; Jesse Shea, Member; Ellen Fritz, Member; Nick Jedlicka, Director; Paul Rosenberg, Caseworker II; Pam Wilke, Caseworker II; Brenna Maher, Caseworker I and Peggy Becker, Caseworker III
- Additions or Corrections to the Agenda-None
- BOS Updates-Scott Belt: The County is moving forward with the property buy-outs the procedure this year will be different then it was in 2011 there are approximately 43 applications for buy out. There are over 240 that the City will be considering from the West End of town. Justin Schultz: Believes they have located a property for the Tiny Homes for Veteran's, he wants to get the IA Veteran's Foundation involved and hand off to our office to manage
- Commissioner Updates-None
- Public Comment (3-minute speaking limit per person)-None

**OLD BUSINESS**

- Approval of the minutes and executive summary for November-Phil Jacobs: motion; Jesse Shea: 2<sup>nd</sup>; approved all in favor 4 ayes 0 nay
- Approval of assistance given for November- None
- Budget Review – 2019/2020- Should be @ 42% overall we are at 45%

- Federal County Assistance Report for November-
 

November	Previous Month	October
Walk Ins: 252		344
Calls: 374		593
Total: 800		937

County	State	Federal
New Clients 28	Driver License Application 7	Benefit Application 20
Pantry/Clothing 12	License Plate Application 6	Intent to File 48
Grave Marker 1		Headstone Application 5
Mail I/O		SF-180 12

- Facilities Update:
  - MP Room Usage: 7
  - Window issue is at a stand still until the weather warms up in the spring

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- Old Business/unfinished business
  - Outreach Plan-No Update @ this time
  - Social Media-Jacob Head is going to assist our office in Marketing and liking our FB Account to a Twitter Account
  - Budget Review-Commission met reviewed the Budget on 12/04/2019. Jesse Shea, Member motioned to approve second by Phil Jacobs, Member, approved all in favor 4 aye 0 nay.
  - Holiday Meal-we have been unable to find a sponsor for the dinner although we have received some donations, at this point it is too late to plan a formal dinner but the donations will be utilized for the pantry and given to those that come in for pantry.
  
- New Business
  - District 7 County Commission Training-To be held in the MP Room in January
  - Office Copy Machine Upgrade to Color-A plan to lease a color copier/fax to replace the current Black and White we have was discussed
  - VA webpage & redesign-The County doing a County website makeover which will allow our office to redesign it's webpage. The new website is mobile and user friendly. Paul and Nick will be heading up the redesign

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

Motion to Enter is to Closed session @ 10:02 am made by Phil Jacobs, Member second by Jesse Shea, Member  
Motion to Exit Closed session @ 10:40 am made by Phil Jacobs, Member second by Jesse Shea, Member  
Approval for decisions made in closed session made by Phil Jacobs, Member second by Jesse Shea, Member

***OPEN SESSION***

***ADJOURN Next Meeting January 9, 2020 - 9:00 am***