

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

March 12, 2019

9:00 A.M.

AGENDA

- Pledge of Allegiance
- Roll Call-Skylar Dooley, Chairman; Jesse Shea, Member; Ellen Fritz, Member; Nick Jedlicka, Director; Peggy Becker, Caseworker III; Paul Rosenberg, Caseworker II and Pam Wilke, Caseworker II Absent Brenna Maher, Caseworker I; Holly Collins, Secretary and Phil Jacobs, Member
- Additions or Corrections to the Agenda-addition to Old Business: Pottawattamie County Foundation Interest Payment and under New Business Corona Virus Precautions
- BOS Updates-No BOS present
- Commissioner Updates-Jesse Shea, Member remarked that the schools are beginning to set up the Interviews with Veterans for the Living History Project. He requested that maybe a flyer of some sort be posted in the office so Veterans that come in are aware of the project and can become a part of the interviews.
- Public Comment (3-minute speaking limit per person) Donna Berry Liaison for Senator Grassley's Office introduced herself to those attending the meeting. Other's present, two representatives from the Daily Non-Pareil and Brad Powell from the American Legion Post 2

OLD BUSINESS

- Approval of the minutes for February-Skyler Dooley, Chairman motion to approve; Jesse Shea, Member 2nd: All in Favor Aye 3 Nay 0 Motion Passed
- Approval of assistance given for February- Skyler Dooley, Chairman motion to approve; Jesse Shea, Member 2nd: All in Favor Aye 3 Nay 0 Motion Passed

➤ Budget Review – 2019/2020

- Federal County Assistance Report for February

	February	Previous Month January
Walk Ins:	273	252
Calls:	405	490
Total:	812	800

County	State	Federal
New Clients 28	Driver License Application 4	Benefit Application 24
Pantry/Clothing 13	License Plate Application 4	Intent to File 19
Grave Marker 1	Hunting/Fishing License 1	Headstone Application 2
Mail I/O 63		SF-180 8

- Facilities Update:
 - MPR Usage: 12 in February. Tracking the Usage closer and making sure that the County Policy for Usage of the Building is followed.
- Old Business/unfinished business
 - February Winter Accreditation Training (Maher, Rosenberg)-Paul Rosenberg, Caseworker II and Brenna Maher, Caseworker I both attended Accreditation Training in Sacramento CA the last week in February. Both passed the Class, accreditation packets have been sent to NACVSO and are pending approval and will then be forwarded to General Counsel.
 - IACCVSO Spring School (April 14-16) (Jedlica, Becker, Dooley and Jacobs) -Skyler Dooley, Chairman will be attending the CEU training in Des Moines
 - Westfair Booth (July 22-26) -Checked with the County re Insurance the plan is to have the booth manned the majority of the time by office staff or Commissioner, the application fee for Westfair is \$150.00
 - Pott County Fair (July 16-19)-Application fee is \$35.00 it is also planned to have an office staff or Commissioner present at least a couple of days
 - Pottawattamie County Foundation Interest Payment: A discussion was held in regards to the distribution of the upcoming Interest Payment, Jesse Shea, Member asked Ellen Fritz, Member who is also a Member of the Veteran's Foundation Board what the advantage was of placing the money in the Foundation and if there was a timeline in which it had to be used. Ellen

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explained that the foundation is a resource in which to funnel money though for 'projects' when a group or organization needs something. She stated that the rules are not really stringent and the there is no time limit to use the money and guaranteed that the money we placed in the foundation would be available for these offices use no matter how long it took us to request the money. Jesse Shea, Member motioned to keep the money in the County Budget at the present moment in time until the Commission has a chance to review all options, Skyler Dooley, Chairman 2nd All in favor Aye 3 Nay 0 Motion Passed

➤ **NEW BUSINESS**

- Facility usage requests: New applications for use of the facility were completed with the Iowa Veteran's Foundation, VFW, Suicide Prevention Coalition, Urban Indian Coalition and the Adults TRN Coalition-The new procedure will be that each entity using the building will be given a checklist each time they pick up the key and will need to return the checklist when they return the key.
- Town Hall meeting, Feb 25 Hancock – Nick Jedlicka, Director attended the meeting. The BOS is conducting Town Hall meetings through out the County and have requested that the Director of our office attend with them.
- Commissioner County Email and Cards- County Emails have been created for the Commissioners to conduct Commission Business on and provide to the Public. Business Cards can be printed in the office as the need arises
- Civil War Headstones-The Sons of the Union Veterans of the Civil War have started a project to place or replace Civil War Headstones in the Kinsmen Circle in Fairview Cemetery. 36 Applications with supporting documentation were presented to our office for the VSOs to sign requesting the stones. City Parks and Recreation will be accepting delivery of the stones. The stones will not be placed until all have been received and then there will be a group effort to place the stones the projection of the placement will be after Memorial Day. Currently the GAR ladies are working in the Kinsman circle cleaning, repairing and raising the existing stones as needed and hope to have that accomplished prior to Memorial Day
- Corona Virus Precautions-Nick Jedlicka, Director reported that our office is following the County guidelines in regards to precautions to protect the staff and clients. In addition each staff has hand sanitizer at their desk, a hand sanitizer dispenser has been placed in the lobby for the public's use, tables have been placed in front of the reception area window to provide the recommended 6 ft personal area, all clients will be observed in the waiting area prior to being brought back into the staff area. A bucket of sanitizing wipes was purchased and all the tables and chairs in the meeting room are wiped down after each use.

CLOSED SESSION AS ALLOWED PER CODE OF IOWA CHAPTER 21.5, 1(A) February

ASSISTANCE REQUESTS – Motion to go into closed session at 9:46 by Skyler Dooley, Chairman second by Jesse Shea, Member; all in favor 3 aye, 0 nay, motion carries. Present Skylar Dooley, Chairman; Jesse Shea, Member; Ellen Fritz, Member; Nick Jedlicka, Director; Peggy Becker, Caseworker III; Paul Rosenberg, Caseworker II; Pam Wilke, Caseworker II; Out of closed session at 9:58 motion by Jesse Shea, Member; 2nd by Skyler Dooley, Chairman; all in favor 3 aye, 0 nay; motion carries.

Approval of assistance as discussed in closed session; motion by Skyler Dooley, Chairman; 2nd by Jesse Shea, Member; all in favor 3 aye, 0 nay; motion carries

OPEN SESSION.ADJOURN-Skyler Dooley, Chairman motion to adjourn, Jesse Shea, Member 2nd; all in favor 5 aye, 0 nay; motion carries

Next Meeting April 09, 2020 - 9:00 am