

POTTAWATTAMIE COUNTY
 COMMISSION OF VETERAN AFFAIRS
 REGULAR MONTHLY MEETING
 October 19, 2021 VA Multi-Purpose Room
 1:00 P.M.

AGENDA

- **Call to Order:** Holly Collins, Chairwoman called the meeting to order @ 1:00 pm
- **Pledge of Allegiance:** All that attendance stood and recited the Pledge of Allegiance
- **Roll Call-** Holly Collins, Chairman; Ellen Way, Secretary; Skyler Dooley, Member; Mick Gutttau, Member; Brittany Rockwell, Member; Brad Powell, Ex-Officio Member & David Hazlewood, Ex-Officio Member Office Personnel Nick Jedlicka, Director; Peggy Becker, Caseworker III; Paul Rosenberg, Caseworker II & Jess Boese, Caseworker I and Randy Markell, Caseworker I also present was Former Commissioner Jesse Shea
- **Additions or Corrections to the Agenda:** None
- **BOS Updates-** Justin Schultz BOS provided updates in regards to the Tiny Homes for Veterans Project and how the construction on the Court House is progressing
- **Commissioner Updates:** No Commissioner Updates were given
- **Public Comment (3-minute speaking limit per person)** Donna Berry of Senator Grassley’s Office was present and offered her assistance, to the office as needed.

OLD BUSINESS

- ❖ **Approval of the minutes for September:** Motion to approve made by Mick Gutttau, Member second by Skyler Dooley, Member All in Favor 5 Aye 0 Nay Motion Carries
- ❖ **Approval of assistance given for September:** Motion to approve assistance provided made by Skyler Dooley
- ❖ **Budget FY 21-22:** Should be at 25% overall at 15%

➤ **Federal County Assistance Report for August 2021:**

	September	Previous Month August
Walk Ins:	167	189
Calls:	300	318
Total:	467	507

County	State	Federal
New Clients /Calls	9	Driver License Application
Pantry/Clothing	5	3
Grave Marker	1	License Plate Application
Mail I/O	71	5
167 Walk Ins, 44 had Appt		Hunting/Fishing License
		1
		Intent to File
		21
		MTE/DMTE
		1
		Headstone Application
		3
		Home Loan Certificate
		2
		SF-180
		1

➤ **Facilities Update:**

- ❖ **MPR Usage:** The MPR is still being utilized by County Depts and Service Organizations, Public Health is still conducting the Vaccine Clinics are still being held here 4X a week, M-W-F nights and half-day Saturday
- ❖ **Windows:** The Contractor has been here all week and at this moment the windows are considered ‘fixed’. There are still additional problems such as mold as a result of the leaking windows that still need to be addressed, the county is in the process of obtaining quotes what has been quoted so far is that it will be in excess of \$81,000 to correct the issue as all the back counters and cabinetry will need to be removed before they can get behind the drywall.

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OLD BUSINESS/UNFINISHED BUSINESS

- ❖ **New Staff:** Sam Pettit, the new Administrative Assistant and Randy Markell the new part-time Caseworker were introduced to the Commission
- ❖ **Fall School: Commissioners Day was Monday 10/11:** Mick Guttau, Member stated that he felt attending had been worthwhile, good information was provided but they needed to be a bit more organized. David Hazlewood, EXO-Member commented that there is a lot of passion among the commission especially in regards to making sure the offices are Code compliant. **Caseworker Training 10/12-10/15**, Nick Jedlicka, Director; Paul Rosenberg Caseworker II and Jess Boese, Caseworker I attended and reported that the training provided a lot of good information for the ‘newbies’ and that the Networking amongst the Counties is exceptional
- ❖ **Outreach: Veterans Dinner** to be held at the YMCA Senior Center Nov 5, 2021 the Staff has been invited to participate. They are hoping for a good turnout since it was a drive thru affair last year. **Veterans Day Parade:** Saturday Nov 6 Commissioners and Staff to meet at the office at 9:30. The Vehicle will be driven and Flags, Pencil Holders and Reusable Shopping bags will be distributed

NEW BUSINESS

- ❖ **Presentation to Former Commissioner Jesse Shea:** In appreciation to his diligence and service to the Veterans of Pottawattamie County a wood burned flag reflecting his dates of service on the Commission was presented to Jesse Shea
- ❖ **Iowa Legal Aide MPR Request:** Iowa Legal Aide contacted the office wanting to reserve the MPR for use to set up a Legal Assistance Fair for the public. Motion to allow IALA to use the MPR made by Skyler Dooley, Member second by Ellen Way, Secretary All in Favor 5 Aye 0 Nay Motion Carries
- ❖ **Chamber of Commerce Membership:** When we approached the Chamber of Commerce in regards to the Relocation Allocation it was discovered that our office does not hold a membership. The basic annual cost is \$385.00 Motion to complete membership to the Chamber of Commerce made by Mick Guttau, Member second by Skyler Dooley, Member All in Favor 5 Aye 0 Nay Motion
- ❖ **Bombshell Patriots Conference Reimbursement:** Holly Collins, Chairman and Ellen Way, Secretary attended the 2-day Bombshell Patriots Conference in Des Moines, Motion to reimburse expenses and pay travel and Commissioner Pay made by Skyler Dooley, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries.
- ❖ **Laptop Purchase:** A quote for the purchase of two laptops for the office was provided to the Commission and a discussion held in regards to the need of the equipment, Motion to purchase two Laptop/Notebooks as discussed made by Skyler Dooley, Member second by Ellen Way, Secretary All in Favor 5 Aye 0 Nay Motion Carries
- ❖ **Budget/Holiday Meeting:** A discussion was held in regards to having the Holiday Potluck and Budget Meeting on the same day as our Commission Meeting in December. It was determined that we would meet at 11:00 am for the Budget Meeting after which Lunch will be held then the Commission Meeting at 1:00 pm on December 14, 2021

MEETING ADJOURNED Motion to adjourn made by Skyler Dooley, Member second by Mick Guttau, Member, All in favor 5 Aye 0 Nay Motion carries meeting adjourned will reconvene in 5 minutes for Closed Session

CLOSED SESSION AS ALLOWED PER CODE OF IOWA CHAPTER 21.5, 1(A)October ASSISTANCE REQUESTS: One Request for Assistance

Skyler Dooley, Member motioned to open the closed session at 2:05 pm, second by Mick Guttau, Member Skyler Dooley, Member motioned to adjourn the closed session at 2:20 pm, second by Mick Guttau, Member Approval of Assistance Discussed in Closed Session; motion made by Skyler Dooley, Member second by Mick Guttau, Member All in Favor 5 Aye 0 Nay Motions Carry

Next Meeting November 9, 2021 @ 1:00 pm