

POTTAWATTAMIE COUNTY
 COMMISSION OF VETERAN AFFAIRS
 REGULAR MONTHLY MEETING
 November 09, 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; 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 Markel, Caseworker I Absent Skyler Dooley, Member
- **Additions or Corrections to the Agenda:** Under Old Business Add Commissioner Outreach/Needs Study
- **BOS Updates-** No BOS Present
- **Commissioner Updates:** No Commissioner Updates were given
- **Public Comment (3-minute speaking limit per person)** No Public Present

OLD BUSINESS

- ❖ **Approval of the minutes for October 2021:** Motion to approve made by Mick Gutttau, Member second by Brittney Rockwell, Member All in Favor 4 Aye 0 Nay Motion Carries
- ❖ **Approval of assistance given for October 2021:** Motion to approve assistance provided made by Brittney Rockwell, Member second by Mick Gutttau, Member All in Favor 4 Aye 0 Nay
- ❖ **Budget FY 21-22:** Should be at 33% overall at 27%

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

	October	Previous Month September
Walk Ins:	198	167
Calls:	389	300
Total:	587	467

County	State	Federal
New Clients /Calls	15	Driver License Application 2
Pantry/Clothing	11	License Plate Application 2
Grave Marker	4	Hunting/Fishing License 0
Mail I/O	79	MTE/DMTE 2
198 Walk Ins, 51 had Appt		Headstone Application 4
		Home Loan Certificate 3
		SF-180 3

➤ **Facilities Update:**

- ❖ **MPR Usage:** The MPR is still being utilized by County Depts and Service Organizations, the VFW is utilizing it more frequently than once a month and Public Health is still conducting the Vaccine Clinics are still being held here 4X a week, M-W-F nights and half-day Saturday

OLD BUSINESS/UNFINISHED BUSINESS

- ❖ **Outreach:** Veteran's Dinner @ the YMCA/Senior Center 11/5/2021, it was reported that there was a good turnout of approximately 112 people. It was suggested that maybe our office could coordinate with the Center for discounts on membership or day passes for our Veterans to utilize.
- Veteran's Day Parade:** 11/06/2021 It went really well there was a good turn out and we were able to hand out almost all of the outreach items that were kept in the store room that had the old logo on them.
- ❖ **Laptop Purchase:** A request was made to the IT Department to order 1 laptop. We were advised it was ordered but delivery wouldn't be until after the first of the year.

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- ❖ **Budget/Holiday Meeting:** It was determined that at the next meeting we would meet at 11:00 am to review any updates or changes to the budget for FY 22-23, after the budget meeting we will have lunch and the white elephant gift exchange:
- ❖ **Commissioner Outreach/Needs Study:** The new members of the Commission were provided a brief synopsis of the history behind our office wanting to do study/survey of Veterans that reside in Pottawattamie County. What is the best way to reach them, what is the best way to advertise to get the response we need and what questions do we need to ask? Nick Jedlicka, Director has already been in contact with the Post Commanders throughout the County, our office is a member of the Chamber of Commerce which should help get the word out. By the next meeting the Commission should have a list of no more than 5 questions that should be a part of the survey.

NEW BUSINESS

- ❖ **Relocation Allocation:** The first application for the Relocation Incentive Program was submitted. The Veteran meets all requirements. Motion for approval of \$2,500.00 closing cost reimbursement made by Mick Guttau, Member second by Brittney Rockwell, Member
- ❖ **Salary Increase for the Director:** A discussion was held in regards to increasing the Director's salary any changes will have to be put in the upcoming budget. The Commission Members present decided they wanted to have input from all commissioners and one was absent today, they are also looking at administering a Q & A Performance Evaluation. A decision will be made at the next meeting on what increase the Commission recommends so it can be added to the budget.
- ❖ **Visit to Tiny Home Community:** A couple members of the BOS, several Commission Members and the office director when to KS to do a walk-thru of their 'tiny home' community. A lot was learned it was good to see our thoughts are on the right track as far as what needs to met or restrictions that need to be established. More communities are set to be toured to get a broader picture.
- ❖ **Pantry Shopper/Holiday Dinner:** Connie Tompkins, volunteered to do some Holiday Shopping for our office. With the gift cards and funds that were available from donations, she was able to put together 10 complete Turkey Dinners. A flyer was created and will be posted, the posting does indicate that there is a limited number and that the people would have had to received assistance within the past 6 months.

Open Meeting Adjourned Motion to adjourn made by Mick Guttau, Member second by Brittney Rockwell, Member, All in favor 4 Aye 0 Nay Motion carries meeting adjourned will reconvene in 10 minutes for Closed Session

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

Two Requests for Assistance were heard

Mick Guttau, Member motioned to open the closed session at 1:41 pm, second by Brittney Rockwell, Member Mick Guttau, Member motioned to adjourn the closed session at 1:52 pm, second by Brittney Rockwell, Member Approval of Assistance Discussed in Closed Session; motion made by Brittney Rockwell, Member second by Mick Guttau, Member All in Favor 4 Aye 0 Nay Motions Carry

Next Meeting December 14, 2021 @ 11:00 am