

POTTAWATTAMIE COUNTY  
COMMISSION OF VETERAN AFFAIRS  
REGULAR MONTHLY MEETING

December Meeting

Tuesday December 14, 11:00 am Budget Review FY 22/23

Tuesday December 14, 12:00 pm Holiday Luncheon

Tuesday December 14, 1:00 pm Regular Monthly Commission Meeting

**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 (Media Attend); Mick Guttai, 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
- **Additions or Corrections to the Agenda:** Under New Business Add Logo Stickers
- **BOS Updates-** No BOS Present
- **Commissioner Updates:** No Commissioner Updates were given
- **Public Comment (3-minute speaking limit per person)** Sheriff's Office was present, Maria Sieck Director of Pottawattamie County Public Health, Bryce Dietz Relocation Allocation Recipient and Karl Gahm of Connections Area on Aging

**OLD BUSINESS**

- ❖ **Approval of the minutes for November 2021:** Motion to approve made by Mick Guttai, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries
- ❖ **Approval of assistance given for November 2021:** Motion to approve assistance provided made by Brittney Rockwell, Member second by Mick Guttai, Member All in Favor 5 Aye 0 Nay
- ❖ **Budget FY 21-22:** Should be at 42% overall at 34%
  - Review Donation Line Item Ledger: A ledger of donations we have received since the beginning of the fiscal year was reviewed and discussed.

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

	November	Previous Month October
Walk Ins:	310	198
Calls:	364	389
Total:	647	587

County	State	Federal
New Clients /Calls      21	Driver License Application      4	Total Fed Forms 121 of these were
Pantry/Clothing      10	License Plate Application      3	Benefit Application      25
Grave Marker      9	Hunting/Fishing License      0	Intent to File      18
Mail I/O      68	MTE/DMTE      6	Headstone Application      2
Walk Ins, 310      Appt 54		Home Loan Certificate      4
		SF-180      1

➤ **Facilities Update:**

- ❖ **MPR Usage:** The MPR is still being utilized by County Depts and Service Organizations
- ❖ The Logo that was above the reception area has been removed and will be replaced by a flag that was flown in Afghanistan. The flag is to be mounted and a plaque provided the details of the flag will be mounted on the wall next to the reception area for ease of reading.

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**OLD BUSINESS/UNFINISHED BUSINESS**

- ❖ **Relocation Allocation Presentation:** Jess Boese, Caseworker 1 presented a check to Bryce Dietz the first Veteran awarded the \$2,500 Relocation Allocation Grant.
- ❖ **Salary Increase for Director:** Mick Gutttau, Member motioned to increase the Director's salary 2.5% effective July 1 FY 22-23, second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay motion carries. Nick Jedlicka informed the Commission at this time he will be resigning as the Director. A discussion was held in regards to the posting of the position and the selection process

**NEW BUSINESS**

- ❖ **Professional Development Workshops:** The Chamber of Commerce is offering Professional Development Workshops at a 50% discount for its members. A discussion was held in regards to who might attend from the Commission and Staff
- ❖ **Connections Area On Aging:** Karl Gahm, Administrator of the local Connections office provided literature and a presentation in regards to what their organization can provide/assist with.
- ❖ **Pottawattamie County Sheriff's Office:** Representatives from the Sheriff's office presented \$600 in various gift cards and a box of back packs to our office to assist with the needs of our Veterans pantry.
- ❖ **Iowa Trust Fund Application/Update:** Information was provided that two applications had been submitted to the Iowa Trust Fund. One application was considered emergent in nature and was approved immediately and the second application was not considered as emergent and because some of the information was not received until after the deadline of submission it will not be presented until the January 6 meeting.
- ❖ **Logo Stickers:** While preparing our Holiday Cards it was noted that there is no identifier of where the cards came from other then the return address label. An estimate in regards to two different sizes of logo stickers was provided for Commission review. Skyler Dooley, Member motioned that purchase of 250 of the smaller labels be ordered second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay

***Open Meeting Adjourned*** Motion to adjourn made by Mick Gutttau, 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)December ASSISTANCE REQUESTS:*** ***No Requests for Assistance***

***ADJOURN:*** Brittney Rockwell, Member motioned to Adjourn second by Mick Gutttau, Member All in Favor 5 Aye 0 Nay motion carries

***Next Meeting Monday January 24<sup>th</sup> 2022 @ 1:00 pm:*** The recommendation for choice of new director and starting salary will be discussed and decided in order to present the recommendations at the BOS Meeting that will be held on Tuesday January 25<sup>th</sup> 2022.