

POTTAWATTAMIE COUNTY  
COMMISSION OF VETERAN AFFAIRS  
REGULAR MONTHLY MEETING

May Meeting

Monday May 9, @ 3:00 pm Regular Monthly Commission Meeting

**AGENDA**

- **Call to Order:** Holly Collins, Chairwoman called the meeting to order @ 3:01 pm
- **Pledge of Allegiance:** All that attendance stood and recited the Pledge of Allegiance
- **Roll Call- Commission:** Holly Collins, Chairman; Brad Powell, Secretary; Mick Guttau, Member; David Hazlewood, Member & Brittney Rockwell Member **Office Personnel:** Rita Dooley, Director; Peggy Becker, Caseworker III; Paul Rosenberg, Caseworker II; Sam Pettit Caseworker I and Randy Markell Caseworker I
- **Additions or Corrections to the Agenda:** None
- **BOS Updates-** No BOS Present
- **Commissioner Updates:** No Commissioner Updates

**OLD BUSINESS**

- ❖ **Approval of the minutes for April 2022:** Motion to approve made by Mick Guttau, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries
- ❖ **Approval of assistance given for April 2022:** No requests for assistance in April
- ❖ **Budget FY 21-22:** Should be at 83% overall at 75%

➤ **Federal County Assistance Report for April 2022**

	April	Previous Month March
Walk Ins:	181	363
Calls:	338	183
Total:	519	546

County		State	Federal
New Clients /Calls	15	Driver License Application	2
Pantry/Clothing	13	License Plate Application	3
Grave Marker	0	Hunting/Fishing License	2
Mail I/O	66	MTE/DMTE	5
Walk Ins 181 Appt	66		2
			3

➤ **Facilities Update:**

- ❖ **MPR Usage:** Continued to be used by the VFW and IVF
- ❖ **Mold Remediation:** The mold remediation is completed, however there was significant water damage to a load bearing support so B&G will have to determine what is needed for repair

**OLD BUSINESS/UNFINISHED BUSINESS**

- ❖ **MPR Application Renewal:** The new application has been provided to the VFW, the Quartermaster stated they are reviewing in and requirements for the car show tomorrow at their scheduled monthly meeting
- ❖ **Satellite Office:** Beginning on May 4<sup>th</sup> we officially reopened the satellite office at the Avoca Courthouse, currently the schedule is every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday from 9:00 am to 3:30 pm
- ❖ **Introduction of New Administrative Assistant:** Kara Behrens has been hired as the new Administrative Assistant.

**NEW BUSINESS**

- ❖ **Staff Training Opportunities:** There have been several training opportunities for the staff to attend, most recently it was Excel Training and response notifications with courthouse security. Up and coming ISU is sponsoring a Suicide Prevention seminar at the MPR for Department Heads and our caseworkers will be able to attend as well
- ❖

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- ❖ **Cell Phone Outreach:** We have reactivated a cell phone that had been upgraded from. This phone will be used for Outreach and for anyone the uses the county vehicle
- ❖ **PowerPoint Presentation:** Director Rita Dooley presented the Department update power point presentation she had previously provided to the BOS information was provided regarding new opportunities for office outreach that are coming up. It was reported that Pottawattamie County has approximately 7138 Veterans which bring in over \$3 million spendable dollars monthly.

➤ **Public Comment (3-minute speaking limit per person)** No Public Present

➤ **Adjourn:** Motion to adjourn Open Session made by David Hazlewood, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay motion carries

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

Mick Gutttau, Member made a motion to go into closed session at 3:43 pm second by Brittney Rockwell, Member David Hazlewood, Member made a motion to return to open session at 3:51 pm second by Brittney Rockwell, Member

David Hazlewood, Member made a motion approving all assistance as discussed in closed session, second by Brittney Rockwell, Member

**NEXT MEETING:** Monday June 13, 2022