

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

Monday March 10, 2025 @ 3:00

MPR Room Pottawattamie County Veteran Service Office

TEAMS MEETING Connect ID 282 399 095 949 Passcode: FUrKtU

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

**AGENDA**

- Pledge of Allegiance
- Roll Call
- Additions/Corrections
- BOS Updates
- Commissioner Updates
- Guest Speaker

**OLD BUSINESS**

- Approval of minutes Regular Monthly Meeting February 2025:
- Approval of Assistance given for February 2025:
- **Routine Office Reports**
  - Budget 2024-2025: Should be 67% Currently @ %
  - Facilities Update
    - ❖ MPR Room: Routine Usage by VFW, County Departments and Community Agencies
  - Website Usage:
  - Office Production Report: See Attachment
- **Federal County Assistance report for:**

	February 2025	Previous Month Jan 2025	Mirror Month Feb 2024
Walk Ins:		173	
Calls:		458	
E/Mail/I-O:		352	
Total Contacts:		983	
Client Contacts:		748	
Unique Contacts:		431	

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County	State	Federal
New Clients	Driver License Application	Total Fed Forms
Pantry/Clothing	License Plate Application	Benefit Application
Grave Marker	Hunting/Fishing License	Intent to File
Appointments	MTE/DMTE	Home Loan Certificate

**UNFINISHED BUSINESS**

- Final Van Presentation to the BOS/Outcome

**NEW BUSINESS**

- Outreach Presenter

**Public Comment (3 min limit)**

**ADJOURN OPEN SESSION**

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

*0 Requests for Assistance*

***ADJOURN CLOSED SESSION***

**Return to OPEN SESSION**

***ADJOURN MEETING: NEXT MEETING:*** , 2025 (Second Monday is the 14<sup>th</sup>, April 14-17 Office personnel is in Des Moines for Training)