

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

Monday January 9th, 2023 @ 3:00 pm

MPR Room Pottawattamie County Veteran Affairs Building

- Call to Order: Holly Collins, Chairwoman called the meeting to order @ 3:00 pm
- Pledge of Allegiance: All in attendance stood and recited the Pledge of Allegiance
- Roll Call: Commission: Holly Collins, Chairwoman; Brad Powell, Secretary; Mick Gutttau, Member; David Hazelwood, Member; and Brittney Rockwell, Member Staff: Peggy Becker, Caseworker III, and Sam Pettit, Caseworker II Absent: Paul Rosenberg, Caseworker II
- BOS Updates: Present form BOS Lynn Grobe and Current BOS Chairman Brian Shea
- Commissioner Updates: No Commission Updates were given.

OLD BUSINESS

- Approval of the minutes for regular monthly meeting December 12, 2022: Motion to approve made by Brittney Rockwell, Member second by David Hazlewood, Member All in Favor 5 Aye 0 Nay Motion Carries
- Approval of assistance given for December 2022: Motion to approve made by Brittney Rockwell, Member second by David Hazlewood, Member All in Favor 5 Aye 0 Nay Motion Carries
- Budget 2021-2022: Should be @ 50% currently @ 51%
- Federal County Assistance Report for December 2022

	December	Previous Month November
Walk Ins:	91	191
Calls:	271	297
Total:	362	488

County	State	Federal
New Clients /Calls 6	Driver License Application 0	Total Fed Forms 164 of these were
Pantry/Clothing 7	License Plate Application 2	Benefit Application 35
Grave Marker 1	Hunting/Fishing License 0	Intent to File 6
E/Mail I/O 131	MTE/DMTE 0	Headstone Application 2
Appointments 40		Home Loan Certificate 1
		SF-180 0

FACILITIES UPDATE:

- MPR Usage: Routine usage by VFW, the Parade Committee, and other County Departments; We have also been contacted by the Chamber of Commerce in regard to using our meeting room.
- **OLD BUSINESS/UNFINISHED BUSINESS**
- Relocation Allocation Applications: VS16376 Mick Gutttau, Member made a motion to approve payment second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries
VS 16389 Mick Gutttau, Member made a motion to approve payment second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay Motion Carries
- FY 23 Proposed Budget Review Presentation to the BOS will be January 24th.
- Kilnoski Donation: David Hazlewood, Member requested that a meeting be set up with the Donna Dostal @ the Community Foundation of Western Iowa to go over the intentions of the funds we have in the foundation.
- Administrator (Interim) Evaluation/Review: Holly Collins, Commission Chair and Peggy Becker, Interim Administrator met with their completed portions of the Evaluation. Holly Collins Chairwoman stated that she would complete the third portion combining the personnel and office goals into one sign off and submit

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NEW BUSINESS

- Jana Lemrick HR Director re Commissioner Update: Jana Lemrick of HR provided an update stating that the posting for the board positions closes on Friday 1/13 at midnight and that BOS will schedule a time for interviews with applicants.
- Craig Carlson Director of Public Relations re Social Media Platform: A discussion was held in regards to weather or not our office should maintain it's own social media accounts or combine with the County.
- Veterans Day @ the Capitol: Holly Collins, Chairwoman and Brad Powell, Secretary are planning on attending

Public Comment (3-minute limit) No public present

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

Motion to go into closed session 4:11 pm made by Mick Gutttau, Member second by David Hazlewood, Member
Motion to return to open session 4:15 pm made by Brittney, Rockwell, Member second by Brad Powell, Secretary
Motion to approve items as discussed made by Brittney Rockwell, Member second by David Hazlewood, Member All in favor 5 Aye 0 Nay Motion Carries

ADJOURN: Motion to adjourn made at 4:24 pm by David Hazlewood, Member second by Brittney Rockwell, Member All in Favor 5 Aye 0 Nay meeting adjourned

NEXT MEETING: Monday February 13 @ 3:00 pm Veteran Affairs Building Multi-purpose room.