

Minutes of Veterans Affairs Commission
July 17, 2024

The meeting called to order at 4:30 p.m. in the 2nd floor meeting room.
Members present were:

Robin Housley
Mike Male
Michael Stigers
Shelly Howsare
Bill VanWaes

Minutes of the June 12, 2024 meeting were read. Commissioner Male made the motion to accept, Commissioner Housley. Approved by all present.

July reports were reviewed. Reports were approved.

Old business: The Administrator asked the new commission what their selection of day and time of meeting was. With a full Commission present it was decided to do the 3rd Wednesday at 4:30 p.m. This does fluctuate depending on trainings and other required meetings.

The Administrator asked for a motion to amend the agenda as proposed in new business to discuss the open Chair position on the Commission. Commissioner Housley made a motion to amend the agenda, Commissioner Male seconded, unanimous decision.

Discussion was held on the Chair position for the Commission, Commissioner Housley nominated Commissioner Male. He accepted asking that Commissioner Housley be co-chair. Commissioner Male motioned for acceptance of the position, Commissioner Howsare, seconded, unanimous decision.

New business: The Administrator handed out the yearly HIPAA statements/certifications that need to be signed. The Commissioners all signed and returned to the Administrator.

The Administrator shared the yearly allocation report that goes to the state for the \$10,000 allocation. The office spent all of those dedicated funds and still showed maintenance of effort for expenditures.

The Administrator shared with the Commission an updated job description that had to be done. It now includes the updated Iowa Code requirements of the personal identification card and certification. The description also represents the changes to the national accrediting agency and the requirement to test every year to maintain accreditation from the Federal Office of General Counsel.

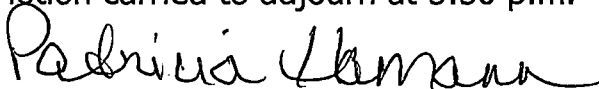
Discussion was held about the upcoming FY24/25 allocation funds. If we continue to do bi-annual newsletters there will be a balance of less than \$2,000. Discussion of some type of outreach was discussed. Maybe doing something at the community center in Durant next May using the pork loins that we get.

The Administrator informed the Commission of how the \$3,000 will work. It is on a reimbursed basis and claims to the state will have to be submitted then the county is reimbursed. The FY 24/25 budget will have to be amended to reflect that. The Administrator has already discussed that with the budget consultant for the county.

The Administrator asked the Commission what goals they had for the office to achieve this next fiscal year and how can we expand education to Veterans. The Administrator asked Commissioner Stigers about the Durant Fireman's event that is held in August. He stated he would look into it and let the Administrator know. Commissioner Howsare said there is Hoover Days also. The Administrator thought about in the future asking if we can be at the Cedar County Fair at night around the grandstand and not in the Matthews building. That of course isn't until July of 2025, but food for thought.

Information from the Regional Office on our June numbers were shared with the Commission.

Next Commissioner meeting will be held on August 14th, 2024 at 4:30 p.m.
Motion made by Commissioner Housley, seconded by Commissioner VanWaes.
Motion carried to adjourn at 5:50 p.m.



Patricia Hamann
Patricia Hamann, Administrator