



## Winnebago County Veterans Affairs Commissioners Board Meeting

**Monday, February 26, 2024 – 10:00 am**  
**Winnebago Co Health Department Board Room**

**1. Call to Order, Roll Call, Pledge**

Present: Steve Bosma, Dave Peterson, Troy Thompson and Mary Lou Kleveland

**2. Review and Approval of Previous Monthly Meeting Minutes**

The January monthly meeting minutes were reviewed. Thompson motioned, seconded by Bosma to approve the January minutes. All in favor. January minutes were approved.

**3. Veteran Services Officer Report**

- a. Monthly VA numbers: Mary Lou shared the statistics for January 2023.
- b. County Outreach Efforts – There were no outreach events for January 2023.
- c. Review Monthly Expenditure Report for Approval – The commissioners and Mary Lou reviewed the expenditures for January. Bosma motioned and Peterson seconded to approve the January expenditures. All in favor. The January expenditure report was approved and the commissioners signed off on the report.

**4. Old Business**

- a. Veterans Affairs 2024-2025 Budget – Mary Lou updated the Commissioners that at a recent meeting, the Board of Supervisors authorized a 3% increase in salaries for county employees for the 2024-2025 fiscal year. The Comp Board had recommended a 4.5% increase and the Commissioners had also approved that amount for this VSO. However, the BOS determined that the county budget could only support a 3% increase. The BOS will officially approve the 24-25 FY budgets at a future BOS meeting.
- b. Discussions regarding Commissioner compensation, VA newsletter, and Winnebago Co policy first reading – These topics were thoroughly discussed at the January meeting. There was nothing to add at this meeting regarding these topics.

**5. New Business – VA New and Emerging Information**

- a. VA New and Emerging Information – Mary Lou presented two applications for review and possible approval for financial assistance from the Winnebago Co VA. Mary Lou explained the needs of both veterans and shared the information from their applications. Veteran A is in need of assistance with his March rent which is \$502.00. Bosma motioned to pay the rent for Veteran A. Thompson seconded. All in favor. Winnebago Co VA will pay the March rent for Veteran A. Veteran B needs assistance with his March electric bill which will be approximately \$400.00. Peterson motioned to pay the March electric bill for Veteran B. Thompson seconded. All in favor. Winnebago Co VA will pay the March electric bill for Veteran B.
- b. Upcoming expenditures – Mary Lou advised that Brody Hopp, IT Director, has made arrangements for a camera that will be for the outside of the VA office. The camera will allow Mary Lou to see who is approaching the door/standing at the door. The cost for the camera is approximately \$1,000. Mary Lou discussed doing VSO National Training virtually in May. The cost for the training

is \$400. Thompson stated that he felt that anytime that continuing education is offered then it is advantageous to attend the training. Mary Lou will check the agenda to determine if the training will provide information that is different than the upcoming spring school training and if the national training has new topics, then Mary Lou will plan on doing the virtual national training.

- c. Update on grave registrations – Mary Lou talked to Kevin House at the Iowa Department of Veteran Affairs, who is in charge of grave registrations for Iowa. He informed Mary Lou that there is a PDF for grave registrations which many funeral homes prefer because it helps them to complete the grave registrations much quicker. He emailed Mary Lou the grave registration PDF so it can be shared with local funeral homes. Mary Lou has already emailed the PDF to Schott Funeral Home along with a list of grave registrations that Mary Lou still needs for Winnebago County.
- d. Next Meeting Date: March 25, 2024 at 10:00 am at the Winnebago County Courthouse

**Adjournment** – Thompson motioned; Bosma seconded. All in favor. Meeting adjourned.

[veterans@winnebagocountyiowa.gov](mailto:veterans@winnebagocountyiowa.gov)

641.585.5736 office

641.585.5737 fax