

Winnebago County Veterans Affairs Commissioners Board Meeting



Monday, February 27, 2023 – 10:00 am
Winnebago Co Health Department Board Room

1. Call to Order, Roll Call, Pledge

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

2. Review and Approval of Previous Monthly Meeting Minutes

The January monthly meeting minutes were reviewed. Peterson 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. There were no questions about the numbers for the January activities for the VA office.
- b. County Outreach Efforts – The Commissioners and Mary Lou discussed ways to again expose this office and its services to the community. The Commissioners suggested that Mary Lou again go to the community breakfasts through VFW. The Buffalo Center Waffle Feed is Sunday, March 19th so Mary Lou will attend that annual event from 11 am – 1:00 pm. Mary Lou will also attend the Leland VFW Breakfast on Sunday, April 16th.
- c. Review Monthly Expenditure Report for Approval /Approval & Consideration of Future Purchases – bulletin board. The commissioners and Mary Lou reviewed the expenditures for January. There were no questions about the expenditures so Bosma motioned and Peterson seconded to approve the January expenditures. All in favor. Bosma and Peterson signed off on the expenditure report. January expenditure report is approved. Mary Lou proposed the possible purchase of a bulletin board for the hallway outside of her office. Since the meeting was at the Health Department, the hallway space was reviewed. After discussion, all agreed that the bulletin board would not be that advantageous and would be a poor use of funds at this time.

4. Old Business

Review of Potential Volunteer and Honor Flights – Mary Lou reported that there was a lack of time to pursue either of these opportunities in January or to date in February. All agreed that Mary Lou's priority was the direct service of veterans and that these opportunities could be pursued when Mary Lou has extra time.

5. New Business – VA New and Emerging Information

- a. VA New and Emerging Information – Mary Lou presented a request for local assistance from Winnebago Co VA funds for March rent for a veteran. Upon review and discussion of the application, it was determined that this request would be approved since rent is an important need. Mary Lou advised that she had submitted to the Board of Supervisors the 4th quarter report for 2022 as well as the annual report of 2022 of activities of the Winnebago County Veterans Affairs office. The BOS was pleased with the growth of the office in 2022 and stated that they were very thankful that the position had been made full time given the number of veterans that Mary Lou is now able to serve with full time hours. Mary Lou also answered questions that the BOS had about the activities of the office. In addition, Mary Lou advised that she was in the process of revising an initial office visit packet of information to give to veterans regarding the process of developing and filing disability compensation claims. Mary Lou hopes to show the new packet at the March Commissioners Meeting.
- b. Approval of expenditures without Commissioner Approval – Mary Lou presented the current list of expenditures that Mary Lou could make without the Commissioners’ approval. This form has not been updated since November 2020. Mary Lou requested that apparel be added to the list of expenditures that Mary Lou could make without the Commissioners’ approval. Bosma motioned to update the approval of expenditures without Commissioners’ approval with the addition of apparel and Peterson seconded. All in favor. Bosma and Peterson signed the new policy dated 2/27/2023. New form and policy is approved.

Next Meeting Date: March 27, 2023 @ 10 am at the Winnebago County Court House. The meeting will again be at the courthouse (instead of the Health Department).

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

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