



Winnebago County Veterans Affairs Commissioners Board Meeting

Monday, October 23, 2023 – 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 August monthly meeting minutes were reviewed. Thompson motioned, seconded by Bosma to approve the August minutes. All in favor. August minutes were approved.

3. Veteran Services Officer Report

- a. Monthly VA numbers: Mary Lou shared the statistics for August and September 2023. There were no questions about the numbers for the August and September activities for the VA office.
- b. County Outreach Efforts – Mary Lou reported about the upcoming Veterans Day activities that she would be attending. Mary Lou will be meeting with Troy Thompson on 10/26 to complete the KIOW ads.
- c. Review Monthly Expenditure Report for Approval - The commissioners and Mary Lou reviewed the expenditures for August and September. There were no questions about the expenditures so Thompson motioned and Peterson seconded to approve the August and September expenditures. All in favor. August and September expenditure reports were approved and all of the commissioners signed off on the reports.

4. Old Business

- a. IACCVSO Fall School for Commissioners – Troy Thompson and Dave Peterson attended the IACCVSO Fall School for Commissioners and reported on their experience and the information shared. Thompson did not feel the training was as helpful as it could have been. He felt that there was too much opinion shared and that the time was not used well. Both Thompson and Peterson were surprised to hear about the issues with grave registrations not being sent to VSOs across the state of Iowa. They inquired if this was a problem for Winnebago County and Mary Lou reported that it was a huge problem. Mary Lou shared that she was still waiting on grave registrations from 2022 and was also missing the majority of grave registrations for 2023. Thompson stated that IACCVSO as well as other state leadership are very concerned about this issue and will be further addressing it in the future so that the grave registrations can be sent in a timely fashion since it is a state code for funeral homes to do so.
- b. Approval of Success Agreement – No further review was needed for this as it had already been approved in August and will be used in initial office visit packets by Mary Lou.

5. New Business – VA New and Emerging Information

- a. VA New and Emerging Information – Mary Lou gave a report of her experience at the IACCVSO Fall training and said that she felt overall it was beneficial for the training but even more so for the networking among other VSOs. Mary Lou reported that the new Hancock County VSO, Jim Welsh, had been hired at the end of August. Mary Lou is still handling a few Hancock Co cases

while Jim completes training and becomes more familiar with his job as VSO. Mary Lou submitted the Winnebago County VA Quarterly Report (July-September 2023) to the Board of Supervisors on 10/3. Mary Lou then reported that the most recent group of names had been engraved on the memorial wall but that the cost of engraving had increased from \$100 per name to \$125 per name. To date, Winnebago Co VA had only been requesting a \$100 donation for the engraving but that this amount may need to be discussed in the future to see if there should be any policy change due to the increased cost of the engraving. Mary Lou also stated that there would need to be a new wall in the future as there is very little space left. The Commissioners advised Mary Lou to check on the cost of a new wall as time allows.

- b. Review of policy for expenditures without prior approval and possible approval of new policy –
The Commissioners discussed that if expenditures were included as a line item of the current fiscal year budget then Mary Lou does not need to seek prior approval for those expenditures. This would be a change in policy. Peterson motioned and Thompson seconded to make this a change in policy. All in favor. Policy is changed effective this date. Mary Lou will submit the policy change to the Board of Supervisors.

- c. Next Meeting Date: November 27, 2023 @ 10 am at the Winnebago County Courthouse

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

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