



Winnebago County Veterans Affairs Commissioners Board Meeting

Monday, November 27, 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 October monthly meeting minutes were reviewed. Thompson motioned, seconded by Peterson to approve the October minutes. All in favor. October minutes were approved.

3. Veteran Services Officer Report

- a. Monthly VA numbers: Mary Lou shared the statistics for October 2023. There were no questions about the numbers for the October activities for the VA office.
- b. County Outreach Efforts – Mary Lou reported that she and Troy Thompson had met to complete the KIOW ads and Troy reported that the ads had begun running on KIOW the beginning of November. Mary Lou shared that she had been a guest on Troy's weekly podcast and a veteran had contacted her as a result of the podcast. Mary Lou let the Commissioners know that she had attended the Veterans Day program and luncheon at Winnebago Industries for the third year in a row. Mary Lou stated that she once again felt it was a valuable use of her time as there were many veterans that were Winnebago employees in attendance and Mary Lou had an opportunity to talk to some of them as well as answer questions and hand out contact information. Mary Lou also shared about her attendance at the Lake Mills Care Center Veterans Day program. Mary Lou said it was a touching program and she had a chance to hand out a Winnebago County VA ball cap to all of the veterans in attendance as well as an opportunity to speak to many of them. It was a unique opportunity to honor the older veterans in the county for their service.
- c. Review Monthly Expenditure Report for Approval - The commissioners and Mary Lou reviewed the expenditures for October. There were no questions about the expenditures so Thompson motioned and Bosma seconded to approve the October expenditures. All in favor. October expenditure reports were approved and all of the commissioners signed off on the reports.

4. Old Business

- a. New policy for expenditures – This has already been approved and has been made part of the Winnebago County VA policy.
- b. Winnebago County Veterans Memorial Wall – The engraving fee has increased. Thompson motioned and Bosma seconded to move further discussion and a decision on this issue to the December monthly meeting due to the length of time it will take to discuss the 2024-2025 budget which is a bigger priority this month.

5. New Business – VA New and Emerging Information

- a. VA New and Emerging Information – Mary Lou reported that she would be attending a District 5 training in Kossuth County on November 30th. The training will be on VetPro and VBMS. Mary Lou

stated that it was important to update the Winnebago County VA policy as it hasn't been updated for several years. Thompson advised that he had spoken to funeral director Isaiah Schott about the missing grave registrations that Mary Lou needed. Isaiah admitted to being very behind and will do his best to get caught up. Isaiah and Thompson agreed that a digital form rather than a handwritten form would make it easier and more efficient to get the grave registrations done in a timely manner. Mary Lou advised that she would talk to Kevin House at Iowa Department of Veterans Affairs and suggest a digital form. Kevin handles all of the grave registrations for Iowa.

- b. Development of 2024-2025 Budget – The Commissioners and Mary Lou developed a proposed budget for 2024-2025 to be submitted in January to the Board of Supervisors and Auditors.
- c. Next Meeting Date: Thompson proposed to change the date of the December Commissioner meeting to December 18, 2023 @ 10 am at the Winnebago County Courthouse. This date is the third Monday of the month as the fourth Monday is Christmas Day and a legal holiday. Peterson seconded the motion. All in favor. Date of December meeting is December 18th.

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

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