



**Kossuth County Commission of Veterans Affairs**

**Daniel D. Green, Director**

**109 West State Street. Algona. Iowa 50511**

**Commissioner: James Grandgenett, 1<sup>st</sup> Chairman**

**Commissioner: Kim Groesbeck, Vice Chairwoman**

**Commissioner: Carole Bernhard, Secretary**

Subject: Agenda, Kossuth County Commission of Veterans Affairs Monthly Meeting JAN 9<sup>th</sup> 2019 at 4:45 p.m.

Location: Conference Room #110, Court House Annex, 109 West State Street, Algona, IA 50511

1. **Call to Order**
2. **Pledge of Allegiance and moment of silence for POW/MIA.**
3. **Roll Call.** Present: \_\_\_\_\_  
Absent: \_\_\_\_\_
4. **Guests:** \_\_\_\_\_
5. **Review and Approval of previous monthly meeting minutes.**
6. **Old Business:**
  - a. Number of Open Claims in System: **41**. There 15 claims pending development and 4 awaiting final submission.
  - b. Update Directors Activities for DEC19 and Year End Review.
  - c. Review and signature of department quarterly report OCT-DEC19.
  - d. Auditors Handout employees authorized to charge motel and food bill to Kossuth County.
  - e. Auditors Handout employees 2020 Holidays
  - f. Review Dan Job performance evaluation 2019. Need signatures on letter and evaluation
  - g. Handout to Commissioners on meeting dates for 2020.
  - h. Handout for employees and any changes needed for W2's.
  - i. Handout on emergency contact information for my department.
  - j. Outreach Activity: Planning stages to meet with Quality Assurance Representative Barb at KRHC to explain VA Systems and process's regarding Care in the Community and how it works.
  - k. Follow-up discussion on Jacket/Vest for everyone, costs, vendors, put in budget
7. **New Business:**
  - a. Review and go over budget for 2020 – 2021.
  - b. Planning for budget review with Board of Supervisors
  - c. Communication from the Commission.
  - d. Commission remarks

8. **Motion to Adjourn.** Motion by \_\_\_\_\_Kim\_\_\_\_ and seconded by \_\_\_\_Jim\_\_\_\_ to adjourn. Motion carried. Meeting adjourned at \_\_\_\_\_18:04\_\_\_\_\_ p.m.