



Kossuth County Commission of Veterans Affairs

Daniel D. Green, Director

109 West State Street. Algona. Iowa 50511

Commissioner: James Grandgenett, 1st Chairman
Commissioner: Kim Groesbeck, Vice Chairwoman
Commissioner: Carole Bernhard, Secretary

Subject: Agenda, Kossuth County Commission of Veterans Affairs Monthly Meeting January 21st, 2020 at 4:45 p.m.
(Rescheduled due to weather)

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: _____. There claims ____ pending development and **0** awaiting final submission. To date tracking _____ records of veterans.
 - b. Update – Review Directors Activities for **DEC2020**. Review all of 2020 Metrics for the department.
 - c. Review of department budget as of DEC2020.
 - d. Review 14JAN2021 budget presented to KCBOS.
 - e. Review and sign quarterly budget expenditures for OCT to DEC 2020
 - f. Update: JMV GRAPHIX: Veterans caps, Commissioners Shirts and jacket/vest
 - g. Update Dan on training: TMS Pending completion. CBT scheduled for the week of 25JAN21-29JAN21 by IACCVSO currently enrolled.
 - h. Update/Completion Dan Evaluation for 2020. (Recently accredited with VFW)
 - i. Review updates to KCVA Guidance Manual.
 - j. Outreach activities: Completed Webinar Session with Iowa county Veterans Affairs Winter Quarterly Meeting 06JAN21.
 - k. Information handouts to Commissioners: Count Auditor Memo on Hotel and Food Bill, KCVA Scheduled Meetings for 2021, KCVA Memo Commissioner Tenure, KCVA Memo Metrics for 2020, KC VA Awards DEC2020, VA DSM Awards OCT-DEC FY21, VA Update AO Presumptives, VA COVID 19 Update, Discharge Updates to vets who suffered trauma.

7. **New Business:**

- a. Communication from the Commission.
 - Discussion/completion Dan performance evaluation and new performance period.
 - Discussion/review Dan Job description updates for 2021.
 - Discussion/plan presenting request for 5-member commission next FY.
 - Updates to VA Policy and Procedures Guide
 - b. Commission remarks
8. **Motion to Adjourn.** Motion by _____ and seconded by _____ to adjourn. Motion carried.
Meeting adjourned at _____ p.m.