



**Kossuth County Commission of Veterans Affairs**

**Daniel D. Green, Director**

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

**President: James Grandgenett**  
**1<sup>st</sup> Chairwoman: Kim Groesbeck**  
**Vice Chairwoman: Carole Bernhard**

Subject: Minutes, Kossuth County Commission of Veterans Affairs Monthly Meeting December 10th, 2020 at 4:40p.m.

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

1. Call to Order
2. Roll Call.
3. Guests:    NONE
4. Review and Approval of previous monthly meeting minutes.
5. Old Business:
  - a. Number of Open Claims in System: 40. There are 4 claims pending development and 0 awaiting final submission. To date tracking 871 records of veterans.
  - b. Update Directors Activities for NOV2020: Director Green updated the Commission activities for November and informed the Commissioners on his intent to provide an overall summation of these activities in January. This product will be presented to the Board of Supervisors meeting that month.
  - c. Review of department budget NOV2020: Commissioners were given a budget update by Director Green.
  - d. Training Activities: Director Green is still working on his computer-based training advancement. These classes are over and above his mandatory training requirements.
  - e. Outreach Activities: Director Green provided a webinar Rock drill with the KRHC Billing and Coding Community Care department on 19NOV2020 and a KRHC VA 101 Community Care overview webinar on 30NOV2020. He also sent Christmas Cards to veterans housed at all Kossuth County care facilities, and to local County Legions and County Funeral Homes.
  - f. Director Green provided Commissioners with information handouts on a Cost Analysis for 5 vs 3 Commissioners he conducted, VA Clinic check in procedures, and Caregiver Resources. Additionally, he provided an extract from IA Code 425.15 Disabled tax credit and informed the members that information he has

on veterans in the county is privileged and cannot be provided to organizations who may request this for non-VSO purposes.

- g. Director Green discussed how his salary is determined by the Commission and the County Board of Supervisors per Iowa Code. The Commissioners after discussion of Director Green's performance review agreed to attend the meeting in January to present this and to address, if possible, the Commission's recommendations regarding Director Green's salary.
6. New Business:
- a. Communication from the Commission:
    - (1) Future plan for request to go from 3 to 5-person commission—to be discussed and approached during the annual planning session next Fiscal Year.
    - (2) Discussion and Completion of Dan's performance assessment.
    - (3) Discussion of budget work begins in January.
    - (4) Review of KCVA Guidance Manual due to Director Green 31DEC2020.
7. Motion to Adjourn. Motion by Commissioner Grandgenett and seconded by Commissioner Groesbeck to adjourn. Motion carried. Meeting adjourned at 5:38 p.m.

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SIGNED:

DATE