



**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 12th, 2022 at 3:20 p.m.

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

1. Call to Order
2. Roll Call; All present for the meeting.
3. Guests: NONE
4. Review and Approval of previous monthly meeting minutes: Approved.
5. Old Business:

a. Number of Open Claims in System: 33; There are 9 claims pending development, and Ready for decision, 7. To date tracking 1108 records of veterans. There are 0 IA VET Trust fund applications pending submission from the previous month, 0 for the current month and 0 have been approved YTD. There are currently 0 VA caregiver applications pending submission. Home Improvement Structured Alteration (HISA) grant(s) is pending for 2022 is 0 and total YTD are 2. Director Green has mailed 4 Brushy Creek Honor Flight Applications mailed out. Director Green is working on 1 Iowa Veterans' Home Application.

b. Update Directors Activities: Director Green updated the Commission on activities for Nov 22.

c. Budget Review: Director Green and the Commission reviewed the proposed 2023-2024 budget and the current budget expenditures to date. He is still recommending a funds shift of \$1K from Burial to a separate line item: Grave Markers/Flags to ensure what he spends from Iowa State Grant monies is distinct from other funds. Additionally, the Commission discussed drivers' hourly wages, increasing due to competition for services in the area. Final recommendation has not yet been determined; Director Green is researching.

d. Reports: Director Green provided an Executive Summary to the Commission on his evaluation of the VETPRO program:

- (1) Ease of use—no change over the last month.
- (2) Data entry and inputs—no change over the last month.
- (3) Claims submissions and forms—no change over the last month.

(4) Report features—submitted requests on 8 Oct 22 to development for consideration and incorporation. Company has indicated that that these changes are in development.

VETPRO staff have indicated that Director Green is providing a thorough review and vital input on their program and are impressed with his knowledge and analysis.

e. Training: Director Green informed the Commission on the following training items: Dan is researching HIPAA training for Commissioners. The video in conference room may be available for a CBT training session.

f. Outreach Activities: None scheduled currently.

g. Cost Analysis Update: Proposal to go from 3 to 5-person Commission was provided. The Commission discussed the pros and cons of expanding the Commission and a recommendation has not been made to date.

h. Information: Director Green provided the following: What Every Veteran Should Know DEC 22, Proposed 2023 monthly meeting schedule KCVA, Changing face of America's Veteran population.

6. New Business:

a. Communication from the Commission:

- (1) Completion of Director Green's Performance Evaluation
- (2) Plan-Discussion meeting for Budget for 2023.
- (3) Further discussion of 3 to 5-member Commission and addition to BOS Agenda.
- (4) County Binders Estimate for Book for forthcoming.

b. Commissioner Remarks: Discuss wage recommendation after Director Green's meeting between department heads.

7. Motion to Adjourn. Motion by Commissioner Grandgenett and seconded by Commissioner Groesbeck to adjourn. Motion carried. Meeting adjourned at 4:25 p.m.

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SIGNED:

DATE