

# BREMER COUNTY COMMISSION ON VETERANS AFFAIRS

Bremer County Annex Conference Room  
203 1<sup>ST</sup> Avenue Northeast, Waverly, IA 50677

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## Commission Meeting Agenda February 25, 2025 at 4:45PM

*In accordance with Iowa Code 21.8, this meeting is made virtually available to its members via conference call at 319-352-4209.*

Review / Approve January Minutes

Review / Approve January Financial Report

*What Every Veteran Should Know* - Review on own time

Reports: January Office Report & Van Report:

○ Office Report:

<i>Director/CVSO ITFs Submitted</i>	<i>Total Active Intents to File</i>	<i>Total Claims Submitted</i>
3; 0	2 - Feb.; 52 - Total	15 - Jan.; 257 - Since 2022
<b>30 days until Due</b>	<b>60 days until Due</b>	<b>90 days until Due</b>
2	7	7
<i>VA Claims Submitted</i>	<i>New Contacts/Walk-ins</i>	<i>Total Contacts</i>
D-15; K-2	4 (D-2; K-2); 11 (D-3; K-8)	Approx. 140 in VetraSpec
<i>Training &amp; Outreach; Outreach Materials Gifted</i>	<i>Total Forms Prepared</i>	<i>Emails</i>
5; 0	65	Approx. 600 (300 per staff)
<i>VA General Assistance Applications Processed</i>	<i>Iowa Veterans Trust Fund Approved/Denied</i>	<i>Margaret Wynhoff Trust Fund Approved/Denied</i>
Approved - 0; Denied - 0	0	0

○ Van Report:

Total Trips	Total Veterans	Time Volunteered	Miles Driven
6	6	28	875
Allison	Charles City	Janesville	Nashua
X	X	X	X
Readlyn	Shell Rock	Sumner	Tripoli
X	X	X	X
Waverly	Cancelations	Missed Rides	Spouse/Caregiver
6	1 (by rider)	0	0

- February Events, Meetings, and Training:
  - 02/05: VA Van Drivers' Meeting @8:00a
  - 02/17: President's Day (county holiday)
  - 02/25 (~~2/18~~): BCVA Commission Meeting @4:45p
  - 02/26: BCSPC Meeting @9:00a
- March Events, Meetings, and Training:
  - 03/04: VA Van Drivers' Meeting @8:00a
  - 03/18: BCVA Commission Meeting
  - 03/20: United Way Resource Fair
  - 03/26: BCSPC Meeting
- New Business:
  - JP's Meeting Items
    - Complaint about office procedures
    - Job Description and Duties
    - Veterans Group Site Visits
    - Office Hours
  - Office Updates
    - Benefit hours used per employee
  - Update From BOS meeting and GA
  - Standard Operating Procedure for staff training
  - Open to Public Comment
- Old Business:
  - Closed Session – Personnel Matters – No update until future date is set
  - FY26 Budget
  - CVSO Duties List – Update
  - Office Etiquette – No Update
  - Coordinate outreach to county veteran organization meetings – no update
  - Review/ Approve: New Van Phone for Van Coordinator – Update
  - Review/ Approve: Copier lease options
  - Review/ Approve: new office logo & Suicide Prevention Challenge Coin
  - Review/ Approve: outreach material options for office and events
- April Events, Meetings, and Training:
  - 04/02: VA Van Drivers' Meeting @8:00a
  - 04/12: WAVP Resource Fair (Tentatively during community breakfast)
  - 04/14 to 17: IACVS Spring School
  - 04/18: Half Day (County Holiday)
  - 04/22: BCVA Commission Meeting
  - 04/23: BCSPC Meeting
- May Events, Meetings, and Training:
  - 05/07: VA Van Drivers' Meeting @8:00a
  - 05/20: BCVA Commission Meeting
  - 05/26: Memorial Day (County Holiday)
  - 05/28: BCSPC Meeting