

Mills County Veterans Affairs

November 19, 2021 - Agenda

To: All VA Commissioners, Board of Supervisors Liaison, MCVA staff

Christina Hankins, Caseworker

Lori Swisher, Clerk

Paul Hathaway, 2020

Yolanda Hardesty, 2021

Jim Schoening, Chair 2022

Jess Cook, 2021

Jeanne Wilkins, 2022

Richard Crouch, Board of Supervisors, Since 2003

From: *Elizabeth Richardson, Administrator*

Re: November Regular Meeting 8:30 am Location: 602 South Locust Street, Glenwood

I. Pledge of Allegiance

II. Roll Call

III. Old Business

- A. *The Chair is seeking a motion to approve the minutes from the October Meeting.*

Motion

- B. Home Based Iowa for Mills County, BOS Report/Richard any updates?
C. Distribute 2021-2022 Outreach Plan
D. New County Sign/Bid and design by Joe Designer/Richard review city decision on where sign can go
E. Quarterly Budget Review

IV. Reports and Outreach

A. Administrator's Monthly Reports

1. Communication and Forms Reports
2. Quarterly Assistance Report - 0
3. New procedure for possible complaints to office
 - Person with issue to Commissioner to Administrator
 - Person with issue to Administrator, to Chair if needed, then to Commission if needed.

Please try to visit with person if possible. Thank you all so much!!!

Benefits: new process clears up miscommunication/time and *hopefully* focuses on real issues.

4. New monthly staff meeting implemented
 - a. Highlights: New outreach ideas discussed (Holiday Donor Open House – December 10th)/Lunch at the MCVA office – trial event with Auditor's office Dec 13th (Opportunity to

greet/meet/eat with other county offices)
/discuss direct uploads for National Cemetery
claims/create static lunch hours/360 degree
staff review

B. Outreach Activities

1. Welcome Post Cards
2. Veterans Day Events
 - a. Tom n Tiffs
 1. VBA representative “lunch n learn”
 - b. Bodega Victoriana
 - c. Loess Hills Harley Davidson
 1. Cash, gift card, food, and clothing donations
 - d. Advertisement in OT
 - e. Others to report on by Commissioners
3. Donor Holiday Open House event

C. Caseworker’s Monthly Reports

1. DAV Van report

V. New Business

- A. Commissioners Update-open time for Commissioners to share updates and area activities re veterans and their families.
- B. GRC Update – Jeanne
- C. New Glenwood Community School District Military webpage/also working with GCSD to reach more veterans/spouses for employment
- D. Commissioner/Staff Shirts
- E. Set date and time for Holiday Luncheon/Party with staff and Commissioners/families
- F. Set date for Administrator Yearly Evaluation

VI. Adjourn

The Chair is seeking a motion to adjourn the meeting. Motion

Upcoming Events:

November Thanksgiving Drawing: Pound of Coffee and Pie/Cheesecake
Office walk-ins Glenhaven

December 9th, Monthly Commission Meeting