



Veteran Affairs

Polk County River Place
2309 Euclid Avenue
Des Moines, Iowa 50310
Ph. 515.286.3670
Fax 515.286.2106
www.polkcountyiowa.gov

The Polk County Veteran Affairs Commission held a regular monthly meeting at 1532 hrs on March 21, 2023

MEMBERS PRESENT: Vikki Palmer

Commissioner Marty Smith present via teleconference

Commissioner James Marren Absent

Assistant County Attorney Mark Taylor Present

Executive Director Pat Sweeney Present

Deputy Director Michael Mortensen Absent

Minutes:

February's minutes approved no objections.

Claims:

Pat discussed the previous months' claims expenditures are currently under target at 66.34%. Pat requested a meeting with our budget coordinator to discuss projections and request for increase if the need should arise.

Moved by Smith, seconded by Palmer to approve the claims of February 2023

VOTE YEA: Palmer, Smith

Exception Report:

Pat discussed assisting 24 Veterans above the allowable guidelines for the month of February 2023. The exception report is within guideline and ratified.

Moved by Smith, seconded by Palmer to approve the exceptions for February 2023

VOTE YEA: Palmer, Smith

Executive Directors' Report:

Pat discussed the increase of federal claims and total clients assisted compared to the same month last fiscal year.

Guideline Modifications:

a. Section II- #8 (adding Language for additional documentation)

b. Section IV-#2, V #10, VI (Deputy Director Title Change)

c. Section V. #5 (add Language for required documentation)

d. Section V. #6 (remove language for required documentation)

e. Section VI (modify language for conditions of assistance)

f. Section VI- #10 (add furniture language)

Moved by Smith, seconded by Palmer to approve the guideline modifications as discussed.

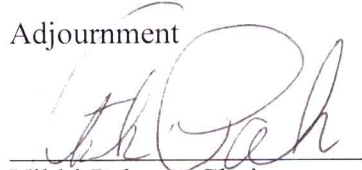
VOTE YEA: Palmer, Smith

Incarcerated Veterans Report:

Deputy Director Michael Mortensen discussed 127 total reported for the month, 33 federal claims and 91 financial assistance. Michael continues to conduct incarcerated interviews as requested by jail staff and inmates with access to the KITE system.

April's meeting scheduled for April 18, 2023 at 1530 hrs.

Adjournment

A handwritten signature in cursive script, appearing to read "Vikki Palmer", written over a horizontal line.

Vikki Palmer, Chairperson