



Winnebago County Veterans Affairs Commissioners Board Meeting

Monday, June 23, 2025 – 10:00 am

Winnebago Co Health Department Board Room

1. Call to Order, Roll Call, Pledge

Present: Commissioners Troy Thompson, Steve Bosma and Veteran Service Officer (VSO) Mary Lou Kleveland; Absent: Dave Peterson

2. Review and Approval of Previous Monthly Meeting Minutes

The May monthly meeting minutes were reviewed. Bosma motioned, seconded by Thompson to approve the May minutes. All in favor. May minutes were approved.

3. Veteran Services Officer Report

- a. Monthly VA numbers: VSO shared the statistics for May 2025 for Winnebago County and the state of Iowa.
- b. County Outreach Efforts – Thompson & Leland City Council Meetings for HBI
- c. Review Monthly Expenditure Report for Approval - The Commissioners and VSO reviewed the expenditures for May 2025. Thompson motioned and Bosma seconded to approve the May expenditures. All in favor. The May expenditure report was approved and the Commissioners signed off on the report. VSO advised that she would need to purchase grave medallions at the start of FY 25-26. There was much discussion regarding cost of medallions, inventory of medallions, number of veterans in Winnebago County, and kinds of medallions to order (branches/wars or US veteran only). It was decided to continue to order medallions for branches/wars and US veteran (not switch to US Veteran only). The Commissioners want VSO to only order what is needed for medallions based on current deaths of veterans and cemetery requests and to not keep extra medallions in stock. VSO needs to advise American Legion/VFW and cemetery caretakers of this change.

4. Old Business

- a. Review of Veteran Satisfaction Survey, New Financial Assistance Application & Financial Assistance Approval & Denial Letters – The documents were approved and made policy at a previous meeting.
- b. Review of VSO Job Description & VSO Annual Review – There was no further discussion needed for this old business.
- c. Financial Assistance Request – The claim was submitted and a letter was sent to the veteran approving the request but advising there would be no more assistance in 2025.

5. New Business

- a. Iowa Department of Veteran Affairs (IDVA) updates & changes– VSO provided documents to the Commissioners regarding changes in VSO training beginning FY 25-26 as well as an outline of training going forward for the next 5 years by the IDVA. VSO also gave the Commissioners the dates of the upcoming in person and online Commissioners training which will also be done by the IDVA. VSO advised that IDVA had directed VSOs to provide this information to Commissioners