



Winnebago County Veterans Affairs Commissioners Board Meeting

Monday, July 21, 2025 – 10:00 am

Winnebago Co Health Department Board Room

1. Call to Order, Roll Call, Pledge

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

2. Review and Approval of Previous Monthly Meeting Minutes

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

3. Veteran Services Officer Report

- a. Monthly VA numbers: VSO shared the statistics for June 2025 for Winnebago County. The state of Iowa numbers were not available yet for June 2025.
- b. County Outreach Efforts – KLOW Cares interview was done addressing the rumors around VA changes due to a new administration. VSO also attended the Leland City Council meeting regarding HBI and had contact with Dave Anderson from the Lake Mills American Legion.
- c. Review Monthly Expenditure Report for Approval - The Commissioners and VSO reviewed the expenditures for June 2025. Peterson motioned and Bosma seconded to approve the June expenditures. All in favor. The June expenditure report was approved and the Commissioners signed off on the report. VSO noted that it appears that almost all of the \$10,000 State Grant Allocation was spent for FY 24-25. VSO will have a more accurate report regarding the numbers after preparing and submitting the State Grant Allocation report.

4. Old Business

- a. Report of VSO's virtual attendance at National Training – VSO reported that she felt that overall the training was very beneficial. Much information was shared that VSO will be able to apply to better assist veterans.
- b. August 2nd Comin' in Hot Event – VSO continues to attend the committee meetings for the event. Heritage Park has taken over all advertising so VSO no longer has to spend time or be involved with that.

5. New Business

- a. Quarterly report to Board of Supervisors with submission of job description & 2025 annual review of VSO– VSO reported that she had submitted all of this documentation and also gave a brief verbal report about the activities of the VA office during the second quarter. All documents were accepted and approved by the Board of Supervisors.
- b. Approval of policy for VSO to participate in outside community event or to be a committee member for events– The policy was reviewed at the June meeting. Bosma motioned and Peterson seconded to approve a new policy that states that VSO must have prior approval from the Commissioners before agreeing to participate in an outside community event or to be a

committee member. Bosma motioned and Peterson seconded. All in favor. New policy has been approved.

- c. Office closed 7/24-7/29/2025 and 8/21-8/26/2025 – VSO will be on vacation during these dates.
- d. Financial Assistance Requests – There were no new financial assistance requests.
- e. Next Meeting Date: August 18, 2025 at 10:00 am at the Winnebago County. NOTE: This is a change to the 3rd Monday of the month instead of the 4th Monday as usual.

Adjournment – Peterson motioned; Bosma seconded. All in favor. Meeting adjourned.

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