



Linn County Commission of Veterans Affairs
June 9, 2021
12:00 pm
Linn County Community Services Building
Minutes

- I. Meeting called to order at 12:02 pm by Claire LeMay.
- II. Pledge of Allegiance
- III. Roll Call Present: Claire LeMay, Zach Grimm, Kathy Battiste, Pam Zane, Nicole Kehres.
Absent: Gary Schumacher.
- IV. Motion to approve agenda by Zach Grimm, second by Kathy Battiste
- V. Motion to Approve Minutes by Kathy Battiste, second by Zach Grimm.
- VI. Approve Bills by signature
- VII. Discussion of Clients - Commissioners entered closed session at 12:10 and came back to open session at 12:39.
- VIII. New Business
 - a. Director's Report - Director Kehres reported she is working with the county attorney to review the updated guidelines and they will be presented to the commission after the review. Director Kehres reported she is attending the Linn County Fair on Sunday which is Veterans Appreciation Day. The office will have a booth and Commissioners are welcome to attend.
 - b. Staff Updates - Director Kehres reported that June 23rd will be Phillis' last day in the office. There will be a small going away party and Commissioners are invited to attend. Director Kehres reported new employee Robin has passed the test for her accreditation and is on track in her training.
 - c. Commission discussion - Bylaws: Commissioners discussed how the Director will be evaluated going forward. Director Kehres provided a template from HR to guide the discussion.
- IX. Old Business - No old business was discussed
- X. Public Comment (5-minute limit per person) - No members of the public in attendance
- XI. Set Next Meeting: July 14th, 2021 at 12:00 pm
- XII. Motion to adjourn by Kathy Battiste, second by Zach Grimm. Adjourned 1:00 pm.

Respectfully submitted by,
Claire LeMay
LCVA Commission Chair