



## COMMISSION OF VETERANS AFFAIRS

Mandy Coates, Director	JoAnne Downes
Bill Blanchard, Chairperson	Chad Gerdes
Larry Hingtgen, Secretary	Jacob Korbakes

Formal Meeting Minutes  
Health and Human Services Building  
855 South Dubuque St. Iowa City, IA 52240  
Conference Room 203 B  
July 15, 2025

Meeting called to order at 17:00 by Hingtgen

Present: Larry Hingtgen, Chad Gerdes, Joanne Downes, Jacob Korbakes, and Mandy Coates.  
Guests: Nathan Peters, Johnson County Attorney's Office

Unless noted, all actions were taken unanimously

1. Motion by Gerdes, second by Downes to approve the June minutes.
2. Motion by Korbakes, second by Gerdes to approve the June vouchers.
3. Quarter 4 Johnson County Veterans Affairs Auditor Report was presented and Director informed that it was filed in the Auditor's office in accordance with Iowa Code 35B.10.2
4. FY25 Year-end budget and financials were presented to the Commission. The director explained expenses and financial year 2025 ended at 63% spent.
5. FY25 County Commission of Veterans Affairs Fund Compliance was shared with the Commission, each section was explained to the Commission and director informed that they certify that no funds were supplanted from the 10k grant.
6. Annual Election of Chairperson and Secretary was tabled until next month due to Blanchard's absence.
7. Policy and Procedure updates were presented. Commission will take a final look, and the director will request the Attorney's Office to review once more. Any updates will be presented, and we will vote on implementing the new policies at our regularly scheduled meeting in August.
8. Director informed the Commission that she is attending the National Association of County Veteran Service Officer's Annual Training virtually this week to maintain accreditation. Commission meeting time was discussed to ensure that it still works for the commissioners, the time will keep the same.

Hingtgen adjourned the meeting at 17:33

Recorded by Mandy Coates

These minutes will be presented to the Secretary for approval during our August 2025 meeting.

8/19/2025

Signature on File

Date:

Secretary or Alternate