



## 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  
August 19, 2025

Meeting called to order at 17:00 by Blanchard

Present: Bill Blanchard, 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 Hingtgen, second by Gerdes to approve the July minutes.
2. Motion by Downes, second by Korbakes to approve the July vouchers.
3. Motion by Gerdes, second by Downes to elect Blanchard as Chairperson and Hingtgen as Secretary for another term.
4. Budget for FY26 is \$303,226.00. Federal VA Revenue for Johnson County for the month of July was 3,070,644.00. Director informed Commission regarding training in September and October. Iowa City Veterans Hospital is not continuing their free meal voucher program, as the grant ran out. Went over review timeline for Director. Informed of office location move delay. Director attended 5 training courses in the last month and completed 4 outreach events and meetings.
5. Motion by Gerdes, second by Hingtgen to place the updated Johnson County Veterans Affairs Temporary Emergency Assistance Policy and Procedures in effect.
6. Coates informed Commission about renewal of contract for VetraSpec Software system. Coates received a demo provided by VetPro. Coates informed Commission of pros and cons of both systems and a possible move in the future if necessary.
7. Director presented a single subject training on Veteran Affairs Travel Pay and application process on va.gov.
8. Commission discussed meeting at an alternate venue for the September meeting, Club 76 was discussed. Coates will contact Club 76 and set up arrangements and see if it is acceptable.
9. Johnson County Human Resources provided Conflict of Interest packets to supply to Commissioners. Nathan Peters answered questions from Commissioners. Commissioners signed forms and returned to director. Commissioners kept packets

Blanchard adjourned the meeting at 17:45

Recorded by Mandy Coates

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

9/16/2025

Signature on file

Date:

Secretary or Alternate