

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 8/10/2023

Weekly Agenda Date: 8/15/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Jeremy Taylor and Dan Bittinger

WORDING FOR AGENDA ITEM:

Authorization to De-Authorize Clerk II Position at Veteran Affairs and Authorize a CVS0 Position

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

Lisa Robinson has recently obtained her CVS0 certification. There are 3 positions currently (2 CVS0s and one clerk). In the past we have had as many as 3 CVS0s and one clerk. At the same time, beneficiary dollars are bringing in excess of \$2.2 million monthly (the 7th highest in the state outpacing even Johnson County) and there have been renewed efforts to do outreach at the local Guard units (1-113 CAV on the Army side, 185th ARW on the Air Side, and the Reserve Quartermasters). The office has likewise done an admirable job of going out to our rural areas such as Pierson, Correctionville, Sergeant Bluff and in the spirit of the "Little Anthon Courthouse" brought county government to the people..

BACKGROUND:

By having 3 CVS0s, we can duplicate and be a "force multiplier" in terms of being able to service more people and the cost differential is not great, e.g. \$3,983.60. This change is completely under the Board of Supervisors direction and purview.

We also have discussed that by doing so, appointments can be kept and wait times are still even down so that when veterans file VA disability claims they are not waiting 6-9 months but can expect timely service and response in less than a month. Because this does not add an FTE, the amount to the budget is nominal. Because this is not a move from a Clerk II to a Clerk III or something otherwise within the union, this is something that the Board of Supervisors can likewise do unilaterally. I have vetted this with our Budget Analyst and Director of Human Resources.

Likewise, this is based on an additional certification which is laudable and makes us more able to cover the office. We have talked about ensuring even during outreach periods that the office be open with at least one person.

FINANCIAL IMPACT:

\$3,983.60

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Motion to De-Authorize Clerk II Position at Veterans Affairs and Authorize a CVSO Position

ACTION REQUIRED / PROPOSED MOTION:

Motion to De-Authorize Clerk II Position at Veterans Affairs and Authorize a CVSO Position

IMPROVEMENT REQUEST

Department/Division Title: Veteran Affairs Office

Request: Office Position Reassigning, from Clerk II to CVSO following Clerk III pay scale.

Justification: With County Veterans numbers increasing, having another CVSO will assist with timely assistance and completion of claims along with the position shuffle due to job responsibilities increasing over time.

Financial Impact: Funding for this position would come from line 0001-21-3200-11900 for \$3,983.60, this would be removing the Clerk II position and replacing it with a CSVO position.

Budget Account Detail

Account Number:	Description:	Amount:	Explanation:
0001-21-3200-000-10003	Full Time	3,387.42	New Position
0001-21-3200-000-11000	FICA	259.14	Benefit Increase
0001-21-3200-000-11100	IPERS	319.77	Benefit Increase
0001-21-3200-000-11300	Group Health Insurance	-	Benefit Increase
0001-21-3200-000-11701	Life Insurance	-	Benefit Increase
0001-21-3200-000-11702	Dental Insurance	-	Benefit Increase
0001-21-3200-000-11703	LTD Insurance	17.27	Benefit Increase
	Total:	3,983.60	