Jasper County Commission of Veteran Affairs

CVSO Keith N. Thorpe & Alyssa A. Flood County Annex Bldg., 115 N 2nd Ave E. Newton, IA 50208

Phone 1-641-792-7993 Fax 1-641-787-1302

Commissioners: Marta Ford, Susan Springer, Jerry Nelson, Mike Naber, Matthew Smith

9 March 2022

3:00PM

Agenda

Call the Meeting to Order:

Approve Minutes: 9 February 2022 Regular Meeting

Unfinished Business:

- 1. Iowa Code 35.1: "eligibility"
- 2. Spring Outreach 2022: Jasper County Vietnam Veterans 25 March 2022

3.

New Business:

- 1. February 2022 Director's Activity Report:
- 2. February 2022 Budget Report:
- 3. Allocation Fund / Donation Fund (FY 2021 2022):
 - a. Acrobat Pro DC (Alyssa to explain)
 - b. Fuel Cards
 - c. Grave Markers Inventory (working w/Marshall County VA)
 - d. NACVSO San Antonio, Texas June 2022 Annual Conference & Training
- 4. Set Date for April Regular Meeting (Spring School 11 April 15 April 2022):

5.

Public Input & Announcements:

Confirm next meeting: April 2022, at 1500 in the Annex Building.

Jasper County Commission of Veterans Affairs

County Annex Bldg., 115 N 2nd Ave E. Newton, Ia. 50208 CVSO Keith N. Thorpe & Alyssa Flood Phone (641) 792-7993 FAX (641) 787-1302

Commissioners: Marta Ford, Susan Springer, Jerry Nelson, Michael Naber, Matthew Smith

9 February 2022

Minutes

At 1503 Chairwoman Susan Springer called the Regular Scheduled Meeting of the Jasper County Veterans Affairs to order. The other commissioners in attendance were Marta Ford, Michael Naber and Jerry Nelson. Matthew Smith attempted to call in, however due to technical problems he could not participate Also, in attendance were VSO/Secretary Keith Thorpe, Alyssa Flood, Human Resource Director Dennis Simon and Abby Knipfel a reporter for the Newton Daily News.

<u>Approve Minutes 12 January 2022 Regular Meeting:</u> Marta Ford made a motion and Mike Naber seconded to approve the minutes as presented. The motion passed unanimously.

<u>Approve Minutes 21 January 2022 Workshop Meeting:</u> Mike Naber made a motion and Marta Ford seconded to approve the minutes as presented. The motion passed unanimously.

Unfinished Business:

- 1. <u>Veterans Outreach Tasks:</u> On 21 January 2022 the commission had a workshop meeting which addressed the need for updating the job description for the position of Director / Administrator. The modified job description included the necessary "outreach tasks" required for the office staff to professionally serve our Jasper County Veterans and their families.
- 2. Veterans Outreach: Susan, Marta, Alyssa, and Keith attended attend the Quarterly Meeting of the Korean War/Era Veterans Association on 31 January 2022. The meeting was well attended. The food was great. After the Veterans Affairs presentation, three appointments were scheduled.
- 3. Spring Outreach 2022: Mike Naber made a motion and seconded by Marta Ford to provide supper for the Jasper County Vietnam Veterans meeting 25 March 2022 at the Newton Legion Post 111.
 The motion passed unanimously.

New Business:

- 1. January 2022 Director's Activity Report was presented to the commission.
- 2. January 2022 Budget was presented to the commission.
- 3. Allocation Fund / Donation Fund (FY2021 2022) was presented to the commission.
 - a. Fuel cards will be purchased using funds from the "Donation Account'.
 - b. Storage cabinets for the new office will be discussed at the March meeting.
 - c. Marta Ford made a motion and Mike Naber seconded to purchase a <u>second printer</u> for the office using G/L Account 0001-21-3200-000-44400. The motion passed unanimously.
- 4. <u>Iowa Code 35.1</u>: The "eligibility" for assisting veterans will be discussed at the March meeting. Alyssa will canvass other Iowa counties for their eligibility requirements and report her finding too the Commission. Packets with findings will be mailed out February 11, 2022 to each commissioner.

(OVER)

5. <u>Spring School:</u> IACCVSO Spring School will be Monday April 11, 2022, thru Friday April 15, 2022. Spring School will be for CVSO's only. Commissioners will have their schooling at a later dated.

6. <u>Interviews for Director/Administrator:</u>

The commission will meet on February 17, 2022, to interview applicants.

Announcements:

<u>None</u>

Public Input None

Confirm next meeting: Wednesday March 9, 2022, at 1500 in the Annex Building.

At 1559 Mike Naber made a motion and Marta Ford seconded to adjourn. The motion passed unanimously.

/s/ Keith N. Thorpe

Jasper County Commission of Veteran Affairs

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Commissioners: Marta Ford, Susan Springer, Jerry Nelson, Matt Smith, Mike Naber

Directors Activities Report – February 2022

I. Ongoing Projects

a. Vietnam Veteran Book (18) books remaining.

II. Veterans Assisted

- a. Appointments 38
- b. Walk-ins 25
- c. Phone calls (Incoming and Outgoing) 177
- d. lowa Veteran Home applications 2
- e. lowa Trust Fund application 1
- f. Health Care applications 4
- g. Disability Claims/upgrades 4
- h. Pension Assistance New 5
- Military Grave Records processed 4
- j. Veteran Deaths for Memorial Day Reading 6
- k. Grave Markers 3 / Flag Cases 2
- I. Misc. Forms 44
- m. Financial Assistance requests 4
- n. Records Correction Requests 0

Description	Total \$	Date of Request	DATE of Check	What for?	Miles	Who Paid
Wages-Elected/Dept Head	\$0.00					
Wages - Part Time Assistant Keith Thorpe Keith Thorpe Wages - Part Time Assistant Alyssa Flood	\$0.00 \$2,080.00 \$980.00 \$1,100.00 \$2,310.00 \$1,080.00			Wages Wages Wages Wages		Keith Thorpe Keith Thorpe Alyssa Flood Alyssa Flood
Alyssa Flood Wages-Vet Affairs Commission Marta Ford Mike Naber Jerry Nelson Matthew Smith Sue Springer	\$1,230.00 \$350.00 \$100.00 \$100.00 \$0.00 \$50.00 \$100.00			Monthly Meeting Attended 9 & 17 February 2022 Attended 9 & 17 February 2022 Attended 9 February 2022 / Absent 17 Feb 2022 Absent 9 Feb 2022 / Attended 17 Feb 2022 Attended 9 & 17 February 2022	200000000	Marta Ford Mike Naber Matthew Smith Sue Springer
Office Supplies	\$211.38					
Forbes Office Solutions Amazon.com	\$162.44 48.94		2/27/2022 3/27/2022	Black Ink Cartridge / Notary Stamp Uni-Ball pens		Forbes Office Solutions Amazon.com
Advertisement Hometown Press Newton Daily News	\$172.00 \$76.00 \$96.00		2/27/2022 2/27/2022	Advertising Advertising		Hometown Press News Printing Company
Postage/Mailing US Post Office	\$83.28 \$83.28	2/11/2022	2/27/2022	Stamps	000000000	US Post Office
Employee Mileage/Meals Alyssa Flood	\$30.42 \$30.42	2/24/2022	3/15/2022	Employee Mileage "Hearthstone Pella, Iowa"		Alyssa Flood
Educational/Training Serv NACVSO Basic Benefits Course 2022	\$350.00 \$350.00	2/22/2022	3/27/2022	NACVSO Basic Benefits Course 2022 Alyssa Flood		NACVSO Basic Benefits Course 2022
Maint-Office/Computer Equip The Shredder Premier Copier Jasper County Information Technology Amazon.com	\$1,185.78 \$96.00 \$17.08 \$121.47 \$951.23	1/27/2022 2/14/2022	2/15/2022 2/15/2022 3/1/2022 3/27/2022	Copier Contract		The Shredder Premier Copier Jasper County Information Technology Amazon.com
Dues/Memberships NACVSO Membership 2022	\$50.00 \$50.00	2/22/2022	3/1/2022	2022 Membership Dues / Alyssa Flood		NACVSO Membership 2022
Rent Payments Dickerson, LLC WR4149	\$850.00 \$850.00	2/3/2022	2/15/2022	Shelter (Rent)		Dickerson, LLC Colfax, Iowa
Utilities (Electric) Alliant Energy IPL LC8390	\$412.93 \$412.93	2/16/2022	3/10/2022	Utilities (Electric)		Alliant Energy IPL
Other Transportation (RIDE) Bill Ehler Don Goode Paul Koeppen Larry Pauley Karen Staker Sherman Swank Bill Umbarger	\$721.31 \$102.96 \$100.04 \$40.95 \$57.33 \$50.31 \$52.65 \$317.07	2/7/2022 2/7/2022 2/7/2022 2/7/2022 2/7/2022	2/15/2022 2/15/2022 2/15/2022 2/15/2022 2/15/2022	Transport Veterans to Medical Appt January 2022	1233.0 176 171 70 98 86 90 542	Jasper County Rides
Fica-County Portion	\$358.82					
IPERS-County Portion	\$196.35					
Employee Group Insurance	\$0.00					

Administrative Expenses		\$6,822.86
Transport Assistance	1233.0	
Shelter Assistance		
Food Assistance		i
Utility Assistance		
Medical & Other Assistance		!
Funeral Assistance		i
Assistance Expenses		\$1,984.24
Outreach Expenses		\$0.00
Admin2 Expenses		\$555.17
		\$9,362.27

State Allocation Fund Balance \$7,084.16
Public Donation Fund Balance \$3,374.08

Veteran Assistance Food /Provisions - WR4149 - 0255 \$100.00 Food /Provisions - SR5631 - 0254 \$100.00 Food / Provisions Total \$200.00 Utilities (Electric) LC8390 \$412.93 Shelter (Rent) WR4149 \$850.00 Transport Veterans to Medical Appt January 2022 \$721.31 \$1,984.24 \$6,822.86

\$1,984.24

Jasper County Veterans Affairs Iowa State Allocation FY 2021 - 2022

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Jasper County Veterans Affairs Donation Fund Report FY 2021 -2022

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	Contributor/Useage	Donation	Expense	111111111111111111111111111111111111111
***************************************	Beginning Balance			
8/3/2021	lowa Interstate Railroad, LTD.	\$300.00	***************************************	\$4,374.08
9/9/2021	"Quilts of Valor" % Kathy Baldwin, Kellogg, Iowa	\$300.00	ć mao oo	
9/13/2021	Kwik Star (6) \$25.00 Fuel Only Gas Cards	If the second se	\$500.00	
12/8/2021	"Eastside Quilting Ladies" % Judy D'Iapico, Altoona, Iowa	was a second sec	\$150.00	an and and a supply of the supply of the supple sup
2/18/2022	Kwik Star (6) \$25.00 Fuel Only Gas Cards		\$500.00	e anni fear an agus agus agus an an an an agus agus an an an an agus agus an
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\$23,468.00 \$32,924.00	\$5,223.00	\$4,233.00		\$51,500.00	74,000.00	\$1 000 00	\$2,500.00	\$2,000.00	\$10,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$7,000.00	\$3,000.00	\$3,000.00	\$6,500.00	\$1,000.00	\$8,000.00	\$500.00	\$500.00	\$500.00		\$75,854.00	\$1,048.00	\$2,000.00	\$3,500.00	\$800.00	\$200.00	\$4,000.00	\$400.00	\$1,000.00	\$2,400.00	\$1,000.00	\$18,834.00	\$40,672.00	Allocation	Original
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63.77%	%88 DC	16 220/			100.00%	0.11%	0.340/	-42 50%	38 13%	100 00%	82.31%	75.00%	71 17%	65 13%	24.39%	7 17%	100 00%	826.09	100.00%	100.00%				80.92%	-8.02%	81.43%	56.08%	%%E &%	700:00%	100.00%	71 85%	75 00%	300.00%	-3 15%	30.02%	Pompining	१



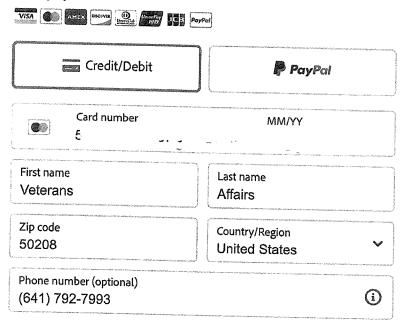


Welcome back Alyssa! Review your payment info.

Signed in as

va@jasperia.org Change

Your payment method



Summary



Free trial terms