

Jasper County Commission of Veteran Affairs
Administrator Alyssa Wilson & CVSO Keith N. Thorpe
315 West 3rd Street North, Suite 250, Newton, IA 50208
Phone 1-641-792-7993 Fax 1-641-787-1302

Commissioners: Marta Ford, Susan Springer, Jerry Nelson, Matthew Smith, Christofer Kingrey

14 September 2022

3:00PM

Agenda

Call the Meeting to Order:

Jasper County RIDE Q & A: Donita Huegel (Program Coordinator of RSVP)

Approve Minutes: 10 August 2022 Regular Meeting

Unfinished Business:

1. “No Greater Love”: Movie September 11, 2022, at the Newton Capitol Theater:
2. Sully Area Outreach 2022:
3. EFSP Grant:
4. Veterans lodging / Cooling centers:
- 5.

New Business:

1. August 2022 Administrator’s Activity Report:
2. August 2022 Budget Report: (i.e., Expense; Allocation; Donation)
 - (a) Increase mileage compensation from .585. to .625 Jasper Rides (BOS Need Approval)
 - (b) New computer for CVSO office
 - (c)
3. Nursing Homes – Pension
 - (a) Book large classroom and invite them here rather than visit individually
4. Our office vs. the VA
 - a. We are not VHA; we do not have access to the medical side or authority to schedule appointments. We can provide the map and answer very basic questions about eligibility

b. How do we get this out there?

5. Fall School

a. Commissioners attending for sign up

b. Keith and Alyssa have CEUs for the year

Public Input & Announcements:

Confirm next meeting: October 12, 2022, 1500 at the Jasper County Office Building

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10 August 2022

Minutes

At 1500 Chairmen Jerry Nelson called the Regular Scheduled Meeting of the Jasper County Veterans Affairs to order. The other commissioners in attendance were Marta Ford, Susan Springer and Christofer Kingrey. Matthew Smith was absent. Also, in attendance were Administrator Alyssa Wilson and CVSO Keith Thorpe.

Approve Minutes 13 July 2022 Regular Meeting: Jerry Nelson made a motion and Susan Springer seconded to approve the minutes as presented. The motion passed unanimously.

1. **“No Greater Love” Outreach Event:** “No Greater Love” is a movie to be shown at the Newton Capitol Theater on Sunday, September 11, 2022, at 2:00 PM. This movie is a documentary which invites the audience to experience war and its aftermath from a soldier’s perspective. Jerry Nelson has invited Retired Brigadier General Craig A. Bargfrede from the Minnesota Army National Guard. In 2010 thru 2011 then Colonel Bargfrede commanded the 734th Agricultural Development Team to deploy to the Knar Province, Afghanistan to assist in developing Agi-business to this rural region. The 734th ADT was attached to the 1st Brigade 101st Airborne Division to support the RC-East Districts Operations. Administrator Wilson has designed a flyer and will add the input suggested from the commission. Once the flyer is approved, social media, radio and county newspapers will be contacted.
2. **Sully Area Outreach:** Date, time, and location to be determined later in the Fall or early Winter 2022.
3. **New Trifolds:** Administrator Wilson will have new trifolds updated for the September meeting.
4. **EFSP GRANT:** Administrator Wilson is working with Jess from United Way. Grant money should be available in November to use towards rent/mortgage and utilities. This is a federal grant and will have its own line item like the Allocation Fund.

New Business:

1. **July 2022 Administrator’s Activity Report** was presented to the commission.
2. **July 2022 Budget Report: (Expense; Allocation; Donation)** was presented to the commission.
 - (a) Marta Ford made a motion and Christofer Kingrey seconded to distribute \$50.00 fuel cards to the drivers who provide transportation for veterans to medical appointments coordinated by “Jasper County Rides” Iowa State University (Extension and Outreach). Motion passed unanimously.
3. **Veterans Lodging / Cooling & Warming Centers:** The commission had an interesting discussion. Since there were more questions than answers, this discussion will continue.

OVER

Announcements:

Jerry Nelson shared with the commission information he learned from a meeting organized by the City of Newton to inform veterans what the City of Newton has planned for the new veterans section at Newton Union Cemetery. First, veterans section two has approximately 18 spaces to be filled and then it will be full. Second, veterans section three is located just north of section two. A road is planned to be paved in section three this Fall with a flagpole installed in the center. A ditch which now runs on the south side of section three will be engineered for public safety.

Public Input

None

Confirm next meeting: 14 September 2022, 1500, at the Jasper County Office Building

At 1555 Marta Ford made a motion and Susan Springer seconded to adjourn.
The motion passed unanimously.

/s/ Keith N. Thorpe

Jasper County Commission of Veteran Affairs

Alyssa Wilson, Administrator & Keith Thorpe, CVSO

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

Commissioners: Marta Ford, Susan Springer, Jerry Nelson, Matt Smith, Chris Kingrey

Administrator's Activities Report –

August 2022

I. Ongoing Projects

- a. Vietnam Veteran Book (14) books remaining.

II. Veterans Assisted

- a. Scheduled Appointments – 42
- b. Walk-ins – 59
- c. Home Visits - 5
- d. Phone calls (Incoming and Outgoing) – 171
 - a. Missed during business hours – 197
 - b. Total calls - 308
- e. Health Care Referrals *This has become nearly every appointment*
- f. Active Compensation Claims -
- g. Active Pension Claims –
- h. Military Grave Records processed – 5
- i. Veteran Deaths for Memorial Day Reading - 5
- j. Grave Markers - 8 / Flag Cases - 2
- k. Financial Assistance requests – 11

| Description | Code | Total \$ | Miles | Date of Request | DATE of Check | What for? | Miles | Who Paid |
|-------------------------------------|--------|-------------------|-------|-----------------|---------------|--|--------------|------------------------------|
| Wages-Elected/Dept Head | | \$6,636.20 | | | | | | |
| Alyssa Wilson | | \$2,212.07 | | | 8/3/2022 | Salary | | Alyssa Wilson |
| Alyssa Wilson | | \$2,212.06 | | | 8/17/2022 | Salary | | Alyssa Wilson |
| Alyssa Wilson | | \$2,212.07 | | | 8/31/2022 | Salary | | Alyssa Wilson |
| Wages - Part Time Assistant | | \$3,640.00 | | | | | | |
| Keith Thorpe | | \$1,019.20 | | | 8/3/2022 | Wages | | Keith Thorpe |
| Keith Thorpe | | \$1,414.40 | | | 8/17/2022 | Wages | | Keith Thorpe |
| Keith Thorpe | | \$1,206.40 | | | 8/31/2022 | Wages | | Keith Thorpe |
| Wages-Vet Affairs Commission | | \$150.00 | | | | | | |
| Marta Ford | | \$50.00 | | | 8/17/2022 | Monthly Meeting | | Marta Ford |
| Christofer Kingrey | | \$50.00 | | | 8/17/2022 | Attended 8/10/2022 | | Christofer Kingrey |
| Jerry Nelson | | \$0.00 | | | 8/17/2022 | Attended 8/10/2022 | | |
| Matthew Smith | | \$0.00 | | | | Absent 8/10/2022 | | |
| Sue Springer | | \$50.00 | | | 8/17/2022 | Attended 8/10/2022 | | Sue Springer |
| Advertisement | | \$172.00 | | | | | | |
| Newton Daily News | | \$96.00 | | 7/31/2022 | 8/27/2022 | Advertising | | News Printing Company |
| Hometown Press | | \$76.00 | | 7/31/2022 | 8/27/2022 | Advertising | | Hometown Press |
| Employee Mileage/Meals | | \$141.34 | | | | | | |
| Alyssa Wilson | | \$141.34 | | 8/22/2022 | 9/13/2022 | Four Round Trips to Regional Office for PIV Card | | Alyssa Wilson |
| Maint-Office/Computer Equip | | \$167.67 | | | | | | |
| The Shredder | | \$48.00 | | 8/15/2022 | 8/30/2022 | Shredding Service | | The Shredder |
| Premier Copier | | \$28.17 | | 8/19/2022 | 8/30/2022 | Copier Contract | | Premier Copier |
| Forbes Office Solutions | | \$91.50 | | 7/21/2022 | 8/27/2022 | Black Ink Cartridge | | Forbes Office Solution |
| Food/Provisions | | \$1,000.00 | | | | | | |
| Fareway | | \$1,000.00 | | 8/4/2022 | 8/27/2022 | Food / Provisions (10) \$100.00 Grocery Cards | | Fareway |
| Mortgage Payments | | \$985.25 | | | | | | |
| Flagstar Bank | GD3051 | \$596.90 | | 8/30/2022 | 9/13/2022 | Shelter (Mortgage) | | Flagstar Bank, Dallas, Texas |
| Chase Mortgage | MR8662 | \$388.35 | | 8/31/2022 | 9/13/2022 | Shelter (Mortgage) | | Chase Mortgage, Philadelphia |
| Utilities (Elec & Gas) | | \$550.60 | | | | | | |
| MidAmerican Energy | HD7501 | \$550.60 | | 8/5/2022 | 8/16/2022 | Utilities (Electric & Gas) | | MidAmerican Energy |
| Utilities (Electric) | | \$1,580.44 | | | | | | |
| Alliant Energy | WD6095 | \$1,000.00 | | 8/3/2022 | 8/16/2022 | Utilities (Electric) | | Alliant Energy |
| Alliant Energy | SA2859 | \$580.44 | | 8/25/2022 | 9/13/2022 | Utilities (Electric) | | Alliant Energy |
| Water Payments | | \$366.22 | | | | | | |
| Newton Waterworks | WJ4115 | \$290.00 | | 8/16/2022 | 8/30/2022 | Utilities (Water) | | Newton Waterworks |
| Newton Waterworks | MW5458 | \$76.22 | | 8/26/2022 | 9/13/2022 | Utilities (Water) | | Newton Waterworks |
| Natural Gas Payments | | \$27.54 | | | | | | |
| Black Hills Energy | GC3051 | \$27.54 | | 8/26/2022 | 9/13/2022 | Utilities (Natural Gas) | | Black Hills Energy |
| Other Transportation (RIDE) | | \$393.71 | | | | | 673.0 | |
| Jack Ayres | | \$11.70 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 20.0 | Jasper County Rides |
| Diane Birchard | | \$42.12 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 72.0 | Jasper County Rides |
| Tom Bringman | | \$79.56 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 136.0 | Jasper County Rides |
| Grace Miller | | \$36.27 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 62.0 | Jasper County Rides |
| Larry Pauley | | \$29.25 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 50.0 | Jasper County Rides |
| Becky Ruehle | | \$80.15 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 137.0 | Jasper County Rides |
| Bill Umbarger | | \$60.84 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 104.0 | Jasper County Rides |
| Ron Wickman | | \$53.82 | | 8/4/2022 | 8/16/2022 | Transport Veterans to Medical Appt July 2022 | 92.0 | Jasper County Rides |
| Care-Graves/Markers | | \$924.24 | | | | | | |
| CSA Woodworking | | \$924.24 | | 8/15/2022 | 8/27/2022 | (12) Flag Cases & Flag Corrugated Boxes | | CSA Woodworking |
| Fica-County Portion | | \$775.87 | | | | | | |
| IPERS-County Portion | | \$970.07 | | | | | | |
| Employee Group Insurance | | \$1,798.81 | | | | | | |

| Administrative Expenses | | | | \$10,907.21 |
|-----------------------------------|------------|-------|-------|--------------------|
| Transport Assistance | \$393.71 | 673.0 | Miles | |
| Shelter Assistance | \$985.25 | | | |
| Food Assistance | \$1,000.00 | | | |
| Utility Assistance | \$2,524.80 | | | |
| Medical & Other Assistance | \$0.00 | | | |
| Funeral Assistance | \$924.24 | | | |
| Assistance Expenses | | | | \$5,828.00 |
| Outreach Expenses | | | | \$0.00 |
| Admin2 Expenses | | | | \$3,544.75 |
| Monthly Operating Expenses | | | | \$20,279.96 |

| | |
|-------------------------------|-------------|
| State Allocation Fund Balance | \$10,000.00 |
| Public Donation Fund Balance | \$2,427.54 |

| Veteran Assistance | | | \$10,907.21 |
|--|-------------------|------------|--------------------------------|
| Fuel Card - SJ2527 6083 - 6308 | | 100.00 | |
| Food/Provisions & Fuel - JR2143 - 0288 - 6095 | | 150.00 | |
| Food / Provisions WJ4115 - 0289 | | 100.00 | |
| Food / Provisions PJ1408 - 0290 - 0291 | | 200.00 | |
| Fuel Cards - Veteran Passing Through - 6285 - 6296 | | 100.00 | |
| Food / Provisions LD2050 - 0292 - 0293 | | 200.00 | |
| Food / Provisions LM6464 - 0294 | | 100.00 | |
| Food / Provisions MW5458 - 0295 - 0296 | | 200.00 | |
| Food / Provisions GC3051 - 0297 | | 100.00 | |
| Food / Provisions GR9355 - 0298 | | 100.00 | |
| Total | \$1,350.00 | | |
| Shelter (Mortgage) | MR8662 | \$388.35 | Total August 2022 = \$7,178.00 |
| Shelter (Mortgage & Natural Gas) | GC3051 | \$624.44 | |
| Utilities (Water) | MW5458 | \$76.22 | |
| Utilities (Electric) | SA2859 | \$580.44 | |
| Utilities (Water) | WJ4115 | \$290.00 | |
| (12) Flag Cases & Flag Corrugated Boxes | | \$924.24 | |
| Utilities (Electric & Gas) | HD7501 | \$550.60 | |
| (10) \$100.00 Grocery Cards | | \$1,000.00 | |
| Utilities (Electric) | WD6095 | \$1,000.00 | |
| Transport Veterans to Medical Appt July 2022 | | \$393.71 | |
| | | \$5,828.00 | |

| DESCRIPTION | Original Allocation | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Allocation Remaining | % Remaining |
|------------------------------------|---------------------|--------------------|---------------|---------------|---------------|----------------------|-------------|
| Wages-Elected/Dept Head | \$60,000.00 | \$10,505.20 | \$0.00 | \$0.00 | \$0.00 | \$49,494.80 | 82.49% |
| Wages - Part Time Assistant | \$30,285.00 | \$5,787.20 | \$0.00 | \$0.00 | \$0.00 | \$24,497.80 | 80.89% |
| Vet Affairs Comm-Expenses | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 | 100.00% |
| Wages-Vet Affairs Commission | \$2,400.00 | \$300.00 | \$0.00 | \$0.00 | \$0.00 | \$2,100.00 | 87.50% |
| Office Supplies | \$1,000.00 | \$466.24 | \$0.00 | \$0.00 | \$0.00 | \$533.76 | 53.38% |
| Magazines/Periodicals/Books | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 | 100.00% |
| Publications/Notices/Advertisement | \$2,500.00 | \$519.00 | \$0.00 | \$0.00 | \$0.00 | \$1,981.00 | 79.24% |
| Postage/Mailing | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 | 100.00% |
| Employee Mileage/Meals | \$800.00 | \$182.52 | \$0.00 | \$0.00 | \$0.00 | \$617.48 | 77.19% |
| Educational/Training Serv | \$4,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$4,000.00 | 100.00% |
| Maint-Office/Computer Equip | \$2,000.00 | \$512.01 | \$0.00 | \$0.00 | \$0.00 | \$1,487.99 | 74.40% |
| Dues/Memberships | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 | 100.00% |
| Total Admin Expenses | \$104,285.00 | \$18,272.17 | \$0.00 | \$0.00 | \$0.00 | | |
| Prescriptions/Med Supplies | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Inpatient/Outpatient | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Personal Items/Clothing | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Food/Provisions | \$8,000.00 | \$3,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 62.50% |
| Taxable Items | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Rent Payments | \$7,500.00 | \$1,159.99 | \$0.00 | \$0.00 | \$0.00 | \$6,340.01 | 84.53% |
| Mortgage Payments | \$5,000.00 | \$985.25 | \$0.00 | \$0.00 | \$0.00 | \$4,014.75 | 80.30% |
| Utilities (Elec & Gas) | \$3,000.00 | \$677.78 | \$0.00 | \$0.00 | \$0.00 | \$2,322.22 | 77.41% |
| Utilities (Electric) | \$6,000.00 | \$2,444.04 | \$0.00 | \$0.00 | \$0.00 | \$3,555.96 | 59.27% |
| Water Payments | \$2,000.00 | \$471.53 | \$0.00 | \$0.00 | \$0.00 | \$1,528.47 | 76.42% |
| Natural Gas Payments | \$2,000.00 | \$27.54 | \$0.00 | \$0.00 | \$0.00 | \$1,972.46 | 98.62% |
| Fuel Oil/Propane Payments | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 | 100.00% |
| Other Transportation (RIDE) | \$10,000.00 | \$2,736.06 | \$0.00 | \$0.00 | \$0.00 | \$7,263.94 | 72.64% |
| Funeral Services | \$3,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,000.00 | 100.00% |
| Care-Graves/Markers | \$2,500.00 | \$924.24 | \$0.00 | \$0.00 | \$0.00 | \$1,575.76 | 63.03% |
| Medical/Health Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$51,000.00 | \$12,426.43 | \$0.00 | \$0.00 | \$0.00 | | |
| Fica-County Portion | \$6,700.00 | \$1,225.85 | \$0.00 | \$0.00 | \$0.00 | \$5,474.15 | 81.70% |
| IPERS-County Portion | \$8,300.00 | \$1,538.00 | \$0.00 | \$0.00 | \$0.00 | \$6,762.00 | 81.47% |
| Employee Group Insurance | \$24,494.00 | \$3,597.62 | \$0.00 | \$0.00 | \$0.00 | \$20,896.38 | 85.31% |
| | \$39,494.00 | | | | | | |