

13 September 2023

## Minutes

At 1503 hours, Commission Secretary Fred Chabot called the regularly scheduled meeting of the Jasper County Veterans Affairs Commission to order; Chairperson Jerry Nelson was delayed in his arrival. The commissioners in attendance were Fred Chabot, Marta Ford, Ed Spangenburg, and Susan Springer. Commission Chairperson Jerry Nelson arrived at 1518 hours. Also attending the meeting were Administrator Alyssa Wilson and CVSO Keith N. Thorpe.

**Approve Minutes:** Marta Ford made a motion and Ed Spangenburg seconded to approve the minutes of the regularly scheduled meeting of the Jasper County Commission of Veterans Affairs held on 9 August 2023. The motion passed unanimously.

### **Unfinished Business:**

#### **1. County-Funded Cell Phone:**

Administrator Wilson's county-funded Samsung Galaxy cell phone is working. The first billing mistake has been corrected. Administrator Wilson anticipates that the monthly service fee will be approximately \$46.00.

#### **2. By-Laws for the Commission:**

Fred Chabot offered to prepare a draft Word document that incorporates common topics of the four examples of by-laws distributed by Administrator Wilson in the past. He will send out the draft document in advance of the November, 2023 commission meeting for review by the commission. The commission consensus was to accept Fred Chabot's offer. The review and revision of the draft document will be on the November commission meeting agenda.

#### **3. Veterans in Crisis Training:**

The consensus of the commission was to delay this training until March, 2024. Administrator Wilson will coordinate this change in plans with Lori Reynolds, LISW Community Engagement and Partnership Coordinator for the Central Iowa VA Healthcare System. The commission consensus was to hold the first responder and community training events on different days and the community training event in the evening.

#### **4. Green Light Program:**

The National Association of Counties and the National Association of County Veteran Service Officers sponsor this program. Jerry Nelson commented that County Treasurer Doug Bishop will arrange for the county courthouse exterior to be lit in green during the period 6-12 November 2024. Jerry will coordinate preparation of a Board of Supervisor's resolution for the Green Light Program observation.

### **5. Jasper County Korean War/Era Veterans:**

Administrator Wilson will coordinate catered HyVee meals for this group at its October 30, 2023, and April 29, 2024 meetings. Anticipated cost is \$1,000 per meeting.

### **New Business:**

1. **The August, 2023 Administrator Report** was presented to the commission. It is estimated that one Food Bank Box could supply one week's worth of meals for one person.
2. **The August, 2023 Expenses, Allocation, Donation, ESFP Reports** were presented to the commission. Administrator Wilson sent thank you notes in December, 2022 to all our volunteers who drive veterans to appointments. Administrator Wilson also sent a thank you note to Allen Polfer, Chief Financial Officer, Iowa Interstate Railroad, for its September, 2023, \$300.00 donation to the Jasper County Veterans Donation Fund.
3. **Iowa Department of Veterans Affairs Fall School:** Administrator Wilson distributed the agenda for the Commissioner Fall School on Monday, 9 October 2023, at the Altoona Za Ga Zig Shrine building. All five Jasper County Veterans Affairs Commissioners plan to attend. The Fall School for Veterans Affairs Commission staff members will take place 10 through 12 October 2023.
4. **Veterans Traumatic Brain Injury (TBI) Testing:** Administrator Wilson acknowledged a letter from Dr. Paul Essen, TBI Coordinator, Central Iowa VA Healthcare System. He asked for the use of a private room in a Jasper County facility for this testing for four hours two days each week. Fred Chabot made a motion and Marta Ford seconded for Administrator Wilson to coordinate this facility use with the County Auditor. The motion passed unanimously.
5. **Veteran Spouse Assistance:** Administrator Wilson explained the circumstances of a veteran spouse who has encountered difficulty securing copies of military service records for her recently deceased U.S. Army veteran husband. Administrator Wilson and CVSO Thorpe have already expended significant time in assisting the spouse. They will endeavor to continue assisting her request for assistance.

**Announcements:** None

**Public Input:** None

Confirm next commission meeting: Wednesday, 18 October 2023, 1500 hours, at the Jasper County Office Building.

At 1630 hours, Susan Sp[ringer made a motion and Ed Spangenburg seconded to adjourn. The motion passed unanimously.

/s/Ferdinand J. Chabot, Secretary