

Jasper County Commission of Veteran Affairs

Director: Kurt Jackson

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, Jerome Gunderson, Fred Dimon

9 August 2017

Agenda

Newton City Administrator – Newton Union Cemetery Veterans Section

Review Minutes from Last Meeting

Unfinished Business:

1. Vietnam Commemorative Book distribution

New Business

1. Iowa Interstate Railroad Donation
2. July Budget report
3. Directors Activity Report
4. Fall Training Oct 17
5. Warrior Community Integration Symposium Sep 6 – 8
6. Office Closed August 23 Pension Training at Federal Building
7. Office Closed till 1:30 August 24th VA CIHCS Mental Health Initiative

Confirm 3:00 Meeting for September 13, 2017

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Director: Kurt M. Jackson

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Commissioners: Fred Dimon, Marta Ford, Susan Springer, Jerry Nelson, Jerome Gunderson

12 July 2017

Minutes

Prior to the beginning of the meeting KCOB General Manager Ron McCarthy and Bob Mueller proposed a Custom Marketing Plan with the total valued cost of \$16,940.00. The cost for the county would be a total annual investment of \$7,020.00.

(including i.e. Mon-Fri 1 per day airing AM & FM; Bank of 500 thirty second commercials; Web Exposure; Cardinal Pride, Newton Football and Saint Louis Baseball; KCOB Sports Book)

After the proposal, the commission had a general consensus that the cost and the limited audience of KCOB FM & AM was not worth pursuing and tabled the proposal.

At 1514 Commissioner Marta Ford called the monthly meeting of the Jasper County Commission of Veteran Affairs to order. Susan Springer, Jerry Nelson and newly appointed commissioner Fred Dimon were also in attendance. Jerome Gunderson called in on speaker phone at 1521 from Afghanistan. Others in attendance were Veteran Affairs Director Kurt Jackson, Keith Thorpe and David Dolmage of the "Newton Daily News".

The minutes of the 14 June 2017 meeting were reviewed. With no additions or correction Marta Ford made a motion to accept the minutes as presented. The motion passed.

Unfinished Business:

Shirts for the commissioners: Kurt Jackson displayed two sample long sleeve shirts with embroidered logos. The commissioners asked Kurt to also look into polo shirts.

Vietnam Commemorative Book Distribution Report: Kurt Jackson reported that as of the meeting out of 600 books 74 Vietnam books have been distributed. He also reported that he is currently using the Newton Daily News and The Advertiser to get the word out about the books. The commissioners suggested that Kurt do some county wide advertising with some of the local papers and to see if they would advertise at no charge.

VA Allocation Program Expenses: (problem)

The Grant/Trust Fund Administrator, Ms. Miller denied the following allocations:

Kellogg American Legion Honor Guard \$750.00

Baxter American Legion Honor Guard \$750.00

Newton American Legion Honor Guard \$750.00

Colfax Area Veterans Memorial \$750.00

The denied allocations totaled \$3,000.00. Kurt worked with Ms. Miller and the County Auditors' Office and reallocated the \$3,000.00 grant funds to VA Rides.
(i.e. transporting veterans to medical appointments.)

Picnic Table: The picnic table purchased for the Jasper County Fairgrounds has been delivered.

Table Cover: The trade show table cover and sign have been delivered.

New Business:

Elect new positions: Fred Dimon made a motion that Marta Ford be elected as chairperson of the commission for the next year. Jerry Nelson seconded. Motion carried. There were no nominations for secretary.

June Budget: The June Budget was presented to the commission.

4th Quarter Report to BOS: Fred Dimon made a motion to approve and present the FY 2016-17 4th Quarter report to the Board of Supervisors Tuesday, July 18, 2017. Jerry Nelson seconded. Motion carried.

Iowa Honor Guard Reimbursement Program:

Jerry Nelson was going to visit with Missy Miller (Grant/Trust Fund Administrator). Jerry will explain to Ms. Miller about how there is much confusion about the Iowa Honor Guard Reimbursement Program.

PIV Card: Kurt Jackson reported that he has acquired the PIV card necessary to access the Federal VA Network. He has also been cross accredited with the American Legion, Military Order of the Purple Heart, State of Iowa and NACVSO. He is waiting for the County IT Department to install the card reader to his computer.

At 1615 Fred Dimon made a motion to adjourn. Jerry Nelson seconded. Motion Passed.
Meeting Adjourned.

Confirm 3:00 PM Meeting for August 9, 2017

Jasper County Veterans Affairs

115 North 2nd Avenue East

Newton, Iowa 50208

DONATIONS

Account Number 0227-2-21-3210-810000

19 July 2017

\$275.00

DATE : 7/19/2017 9:05 AM
OPER : Ericka
TKBY : Ericka Rhone
TERM : 5
RECN : RC0124673

400 Miscellaneous Receipt 275.00
IOWA INTERSTATE RAILROAD LTD 275.00
DONATIONS 275.00
0227-2-21-3210-810000 -275.00

Paid By: IOWA INTERSTATE RAILROAD LTD
2-Check 275.00 REF: 10240280

APPLIED 275.00
TENDERED 275.00

CHANGE 0.00



July 14, 2017

To: Various Veteran Organizations in our territory

All too often, the struggles veterans experience are overlooked and underserved. We forget the impact they have on our daily lives and we ignore the struggles they experience as a result of their service.

We truly appreciate the sacrifices veterans and their families have provided to protect our country and to keep us safe in the communities we serve. Accordingly, we have enclosed a check from us to you in the amount of \$275 for use as you see fit for veterans and their families.

We hope that this small contribution will assist you in your critical mission.

Sincerely,

A handwritten signature in black ink that reads "Cathy Smith". The signature is written in a cursive, flowing style.

Cathy Smith
Vice President of Finance & Accounting

enc

Jasper County Veterans Affairs

115 North 2nd Avenue East

Newton, Iowa 50208

DONATIONS

Account Number 0227-2-21-3210-810000

12 June 2017

\$1,500.00

DATE : 6/12/2017 11:45 AM
OPER : Ericka
TXBY : Ericka Rhone
TERM : 5
RECH : R00124326

400 Miscellaneous Receipt 1500.00
THORPE, KEITH 1500.00
DONATIONS 1500.00
0227-2-21-3210-810000 -1500.00

Paid By: THORPE, KEITH
2-Check 1500.00

APPLIED 1500.00
TENDERED 1500.00

CHANGE 0.00



68998609
\$*****9,575.00
07/11/2017
GAXH 18670192002

02226
JASPER CO AUDITOR
COURTHOUSE
PO BOX 944
NEWTON IA 50208

FOR QUESTIONS, CONTACT:
VETERANS AFFAIRS
515-252-4345

LINE #	UNIT	CHECK DESCRIPTION	INVOICE #	INVOICE DATE	AMOUNT
01		VETERANS COUNTY GRANTS			\$ 9,575.00

TOTAL WARRANT AMOUNT
\$*****9,575.00

SAE001

For additional information about this payment, please go to <https://i3public.iowa.gov/payments/index.faces>

THE FACE OF THIS DOCUMENT HAS A COLORED CHECK BACKGROUND

Account Numbers: 0001-18-670-V14-V140-2495

State of Iowa Warrant No. 68998609

VOID 6 MONTHS AFTER 07-11-17

TO THE Treasurer of State
Des Moines, Iowa 50319

NINE THOUSAND FIVE HUNDRED SEVENTY FIVE DOLLARS NO CENTS

JASPER CO AUDITOR
COURTHOUSE
PO BOX 944
NEWTON IA 50208

18670192002

DFD883973379830

AMOUNT \$*****9,575.00

[Signature]
DEPARTMENT OF ADMINISTRATIVE SERVICES
AUTHORIZED SIGNATURE

COPY

WHO	Code	Total \$ Assist	INV Date	DATE	ACCRUED	DRIVERS	ADMIN	ASSIST	VOUCHER	GRANT	WHAT	Miles Who Paid
News Printing Company			30-Jun-17	25-Jul-17	\$ 122.00		\$122.00				Advertising	News Printing Company
Forbes Office Solutions			3-Jul-17	25-Jul-17	\$ 4.98		\$4.98				Office Supplies (Theme Book)	Forbes Office Solutions
CDW Government			5-Jul-17	8-Aug-17			\$11.63				Card Reader for Kurt Jackson's PIV Card	CDW Government
Riggs Printing, Inc.			18-Jul-17	8-Aug-17			\$39.00				100 Posters for Vietnam Book	Riggs Printing, Inc.
Shred-it USA			15-Jul-17	8-Aug-17			\$46.94				Shredding Service for July 2017	Shred-it USA
Kurt Jackson			28-Jul-17	8-Aug-17			\$126.77				Mileage and Outreach	Kurt Jackson
Operational Expenses												
Debbie Broehmer			5-Jul-17	25-Jul-17	\$ 42.27	Driver Expenses	\$42.27				June Mileage	Jasper County Rides
Erlaine Bonnett			5-Jul-17	25-Jul-17	\$ 5.89		\$5.89				June Mileage	Jasper County Rides
Richard Bullock			5-Jul-17	25-Jul-17	\$ 203.35		\$203.35				June Mileage	Jasper County Rides
Paul Koepfen			5-Jul-17	25-Jul-17	\$ 85.60		\$85.60				June Mileage	Jasper County Rides
Lon Kortc			5-Jul-17	25-Jul-17	\$ 51.90		\$51.90				June Mileage	Jasper County Rides
Larry Pauley			5-Jul-17	25-Jul-17	\$ 52.43		\$52.43				June Mileage	Jasper County Rides
John Prater			5-Jul-17	25-Jul-17	\$ 46.55		\$46.55				June Mileage	Jasper County Rides
Joe Rogers			5-Jul-17	25-Jul-17	\$ 58.85		\$58.85				June Mileage	Jasper County Rides
Becky Ruehl			5-Jul-17	25-Jul-17	\$ 89.88		\$89.88				June Mileage	Jasper County Rides
General Assistance												
Farway Stores Inc. #848			6-Jul-17	25-Jul-17	\$ 743.98		\$743.98				Food & Toiletries (Vouchers 5,6,9, 11)	Farway Stores Inc. #848 Newton
Farway Stores Inc. #470			7-Jul-17	25-Jul-17			\$34.94				Toiletries (Voucher 8)	Farway Stores Inc. #470 Perry, Iowa
Farway Stores Inc. #900			17-Jul-17	8-Aug-17			\$199.41				Food (Voucher 7)	Farway Stores Inc. #900 Des Moines, Iowa
	BL0183	\$131.46	10-Jul-17	25-Jul-17	\$ 26.18		\$26.18				Utilities (Electric)	Alliant Energy
			10-Jul-17	25-Jul-17	\$ 72.02		\$72.02				Utilities (Water)	Newton Waterworks
			10-Jul-17	25-Jul-17	\$ 33.26		\$33.26				Utilities (Natural Gas)	Black Hills Energy
	KB8127	\$698.83	11-Jul-17	25-Jul-17	\$ 117.44		\$117.44				Utilities (Natural Gas)	Black Hills Energy
			11-Jul-17	25-Jul-17	\$ 56.39		\$56.39				Utilities (Water)	Central Iowa Water Association
			11-Jul-17	25-Jul-17	\$ 525.00		\$525.00				Shelter (Mortgage)	Dixie Hodges, Ohby, Iowa
	BC3343	\$311.00	11-Jul-17	25-Jul-17	\$ 311.00		\$311.00				Food (Vouchers 13 & 14)	Farway Stores Inc. #848
	LC4519	\$886.63	19-Jul-17	8-Aug-17			\$886.63				Utilities (Electric)	Alliant Energy
	MM0562	\$120.71	25-Jul-17	8-Aug-17			\$120.71				Utilities (Water)	Newton Waterworks
	FO0886	\$476.85	28-Jul-17	8-Aug-17			\$476.85				Utilities (Electric)	Alliant Energy
Funeral Assistance												

July	Last years expenditures	\$ 2,337.97	
	Mitgage for Veterans Admin	\$636.72	
	General Assistance	\$351.32	
	Funeral Assistance	\$3,292.81	
	Pending Vouchers	\$0.00	
	Total Veteran Assistance	\$3,292.81	
	Grant	\$311.00	
		\$0.00	
	Total	\$6,929.82	

Public Donations	Carry over	New additions	Deductions	Balance
Names	\$ 1,555.00	\$275.00		\$1,830.00

1st Quarter FY 2017 - 18

	July	August	September	Quarter	YTD	Allocated	Remaining	% Remaining
Accrual FY2016-17	\$3,649.41	\$0.00	\$0.00	\$3,649.41	\$3,649.41	\$0.00	-\$3,649.41	
Mileage for Veterans	\$636.72	\$0.00	\$0.00	\$636.72	\$636.72	\$10,000.00	\$9,363.28	93.63%
Admin	\$351.32	\$0.00	\$0.00	\$351.32	\$351.32	\$14,100.00	\$13,748.68	97.51%
County Assistance	\$3,292.81	\$0.00	\$0.00	\$3,292.81	\$3,292.81	\$34,000.00	\$30,707.19	90.32%
Pending Vouchers	\$311.00	\$200.00	\$0.00	\$511.00	\$511.00		-\$511.00	
Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,575.00	\$9,575.00	100.00%
Total	\$8,241.26	\$200.00	\$0.00	\$8,441.26	\$8,441.26	\$67,675.00	\$59,233.74	87.53%
% used	12.18%	0.30%	0.00%	12.47%	12.47%			

	July	August	September	Quarter	YTD	Allocated	Remaining	% Remaining
Wages Director	\$3,585.74			\$3,585.74	\$3,585.74	\$48,290.00	\$44,704.26	92.57%
Wages Assistant	\$1,252.50			\$1,252.50	\$250.00			
Wages- Commission	\$250.00			\$250.00	\$250.00	\$3,000.00	\$2,750.00	91.67%
Fica-County Portion	\$370.46			\$370.46	\$370.46	\$8,951.00	\$8,580.54	95.86%
IPERS-County Portion	\$432.05			\$432.05	\$432.05	\$10,448.00	\$10,015.95	95.86%
Employee Insurance	\$1,469.96			\$1,469.96	\$1,469.96	\$39,899.00	\$38,429.04	96.32%
	3.68%			3.68%				

\$6,108.21 \$6,108.21 \$110,588.00 \$104,479.79 94.48%

Public Donations Balance \$1,830.00



STATE OF IOWA

GOVERNOR KIM REYNOLDS
LIEUTENANT GOVERNOR ADAM GREGG

IOWA DEPARTMENT OF VETERANS AFFAIRS
JODI S. TYMESON, EXECUTIVE DIRECTOR

July 14, 2017

Dear County Elected Officials and County Commission of Veterans Affairs:

The county veteran's affairs office is the crucial first point of contact for many of our veterans to access their federal, state, and county benefits. Iowa law provides a job description for county Executive Directors or Administrators. This description states that county offices will assist veterans in applying for federal, state, and county benefits. Assistance should include personal help filling out the paperwork and actual submission of the federal claim through a Power of Attorney or state application for benefits to the Iowa Department of Veterans Affairs, in addition to county assistance.

Each county is **required by state law** to have (1) a veterans affairs office that is in a building owned, operated, or leased by the county, and (2) an executive director/administrator providing veterans services for a minimum number of hours as follows:

- Counties with a population of 30,000 or less – 20 hours per week
- Counties with a population of 30,001 to 60,000 – 30 hours per week
- Counties with a population of 60,001 or greater – 40 hours per week

This is the minimum requirement, and if your county needs to be open more hours, the state allocation funds may be used to provide additional salary for additional hours.

Each county Executive Director or Administrator must be accredited by the National Association of County Veteran Service Officers (NACVSO) because these service officers are county employees. National accreditation and continuing education are conditions of employment. Accreditation must be obtained within one year of employment, and continuing education is an ongoing annual requirement. Reference: Iowa Code Chapter 35B

The state-provided allocation is intended to assist your County Commission of Veterans Affairs in complying with the above requirements. **This allocation must be used for the operational expenses of running your county VA office, outreach events, and training. This allocation funding is NOT to be used for any direct assistance to veterans either living or deceased. Using funds for direct assistance will not be allowed, and such funds will be recouped by the state.** See page 3 for examples of authorized and unauthorized expenditures.

There are circumstances where the allocation or a portion of the allocation will be required to be returned to the State of Iowa, such as unauthorized use, maintenance of effort, or noncompliance. The information can be found in Iowa Administrative Code 801.7 (see following excerpt):

Iowa Department of Veterans Affairs
7105 NW 70th Avenue / Camp Dodge, Bldg. 3465
Johnston, IA 50131-1824
Phone 515-727-3440 / Fax 515-727-5313

Unauthorized use - Counties expending a portion of the allocation on items that do not provide services to veterans pursuant to Iowa Code section 35B.6 as amended by 2008 Iowa Acts, chapter 1130 will be required to return the unauthorized funds to the state of Iowa.

Maintenance of effort - Counties not maintaining their previous fiscal year's VA spending levels will be considered to have supplanted (substituted) county funding with state allocation funds. Counties not complying with their maintenance of effort will be required to return the supplanted portion to the State of Iowa. (You will certify that you have not supplanted funds on the annual Activities Report.)

Noncompliance - Counties that are not in compliance with the requirements of Iowa Code section 35B.6 as amended by 2008 Iowa Acts, chapter 1130, and 2009 Iowa Acts, House File 283, and Iowa Code section 35B.12 on June 30 of each fiscal year will be required to return all moneys received during that fiscal year to the county commissions of veteran affairs fund. Counties that are deemed noncompliant due to the termination or resignation of an employee shall not be required to return the state allocation if an employee is hired within two months of the previous employee's separation.

At the end of the fiscal year, the Iowa Department of Veterans Affairs (IDVA) is required to report to the Legislature regarding activities related to this program. IDVA will be requesting information from your county, including whether your VA office is in compliance with the law.

In order to assist the County Commissions of Veterans Affairs in maintaining accreditation with NACVSO, IDVA will provide a school of instruction annually. This training will provide a minimum of 16 hours of continuing education units (CEUs), the annual NACVSO requirement. County VA employees may find other training opportunities that will fulfill the requirement.

Iowa's veterans deserve trained and available service officers close to their home. If you have any questions regarding this allocation, please contact Missy Miller at melissa.miller2@iowa.gov or 515-727-3443.

Sincerely,

Jodi S. Tymeson, Executive Director
Iowa Department of Veterans Affairs

\$9,575 State Funds for County Veterans Affairs Office – FY18

The legislative intent of these state funds is to help the county VA reach veterans who have not been connected with their benefits. Funds should be used to increase office hours, maintain accreditation, go out into the community with outreach events, and filing federal claims or applications for state benefits.

Examples of AUTHORIZED Uses of Funds: Administration & Outreach

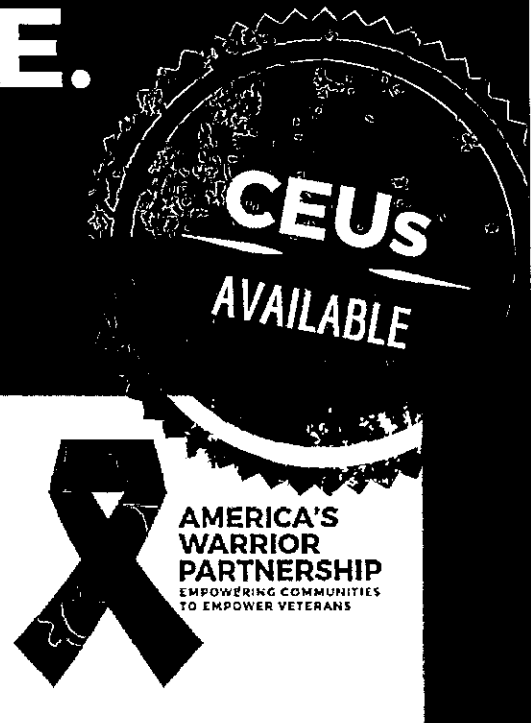
- Increased office hours / add staff – *(Budget must reflect this)*
- Training & Education *(State & National)*
- NACVSO dues
- Computer, laptop, software, printer, copier, scanner, projector
- Office phone or cell phone (for Veterans Affairs use only)
- Postage, Office supplies
- Advertising - newspaper and radio
- Outreach event expenses
- Identification cards for veterans
- Transportation to VA healthcare facility only – *(fuel – NOT salaries)*

Examples of UNAUTHORIZED Uses of Funds:

- Direct services to veterans – rent, utilities, food, transportation, mortgage, etc.
- Medical fees, medical supplies, and medical equipment
- All non-living veteran uses
- Burial assistance, grave markers, care of graves
- Flags or storage of flags
- Donations to third party accounts (VFW, American Legion, DAV, etc.)
- Purchase of any type of vehicle, car maintenance
- Salary for volunteer van drivers
- Office rent / lease
- Uses that do not increase services to veterans

THIS LIST IS NOT ALL INCLUSIVE – Please contact IDVA with questions before expenditure of funds. Annual reporting requires county to list specific use of funds for approval or disapproval of expenditures.

**LEARN.
NETWORK.
COLLABORATE.
RESOLVE.
ATTEND.**



2017 | HYATT REGENCY | ATLANTA

One of the premier events in the veteran space, The Warrior Community Integration Symposium is where veteran-serving professionals from across the nation come together to network, share best practices, learn, and find solutions to issues facing today's veterans. Join keynote speaker Chris Fussell (Former Navy SEAL Officer), featured moderators Dr. Lynda Davis (U.S. Dept. of Veterans Affairs) and Harriett Dominique (USAA), and many others at this empowering experience.

Click here to register for the Symposium today. Pre-conference workshop fee waived for County Veteran Service Officers. Use code NACVSO for add-on ticket.

