

Jasper County Commission of Veteran Affairs

Director: Kurt Jackson, VSO Keith N. Thorpe

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 June 2021

Agenda

Call the Meeting to Order:

Approve Minutes: 12 May 2021 Regular Meeting

Unfinished Business:

1. **Veterans Outreach Tasks “The workshop is to be held September 2021.**
2. **Open Meetings and Laws “Closed Sessions”**
3. **VetCenter... “Revocable License Agreements”**
4. **Female Veterans Symposium “Bombshell Patriots”**
- 5.

New Business:

1. **May 2021 Director’s Activity Report**
2. **May 2021 Budget Report**
3. **Allocation Fund (FY20 – 2021) \$0.00**
4. **Elect Chairperson and Secretary for FY 2021 -2022**
5. **2% COLA Increase for Keith N. Thorpe**
- 6.

Public Input & Announcements:

Confirm next meeting for 14 July 2021 at 1500 in the Annex Building.

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12 May 2021

Minutes

At 1500 Chairwoman Susan Springer called the Regular Scheduled Meeting of the Jasper County Veterans Affairs to order. The Commissioners in attendance were Marta Ford, Jerry Nelson, Michael Naber, and Matthew Smith. Also, present were Director Kurt Jackson via speaker phone and VSO/Secretary Keith Thorpe.

Approve Minutes: 14 April 2021 Regular Meeting: Michael Naber made a motion and Matthew Smith seconded to approve the minutes as presented. The motion passed unanimously.

Unfinished Business:

1. **Veterans Resources Outreach: “Spring 2021”:** Comments: (i.e., success; went well; appointments made; new vendor contacts; new faces; let’s do it again; some things to improve; advertise using social media; less or no radio; identify vendor tables; working microphone)
2. **Veterans Outreach Tasks:** The Commission will hold a workshop meeting in September 2021.
3. **Proposed: CivicPlus Website:** Jerry Nelson made a motion and Marta Ford seconded **not to proceed** with the proposed CivicPlus Website. The motion passed unanimously.
4. **Marta Ford’s and Jerry Nelson’s terms** on the Commission have been extended to 30 June 2024 by the Jasper County Board of Supervisors.
5. **Open Meetings and laws:** Chairwomen Springer polled the commission on who had reviewed the Power-Point “Sunshine Laws”. All but Jerry Nelson had viewed the Power-Point. Jerry will review it prior to the next meeting. Also, it was mentioned that for “closed meetings” the commission will need to acquire a proper electronic device for recording such closed meetings.

New Business:

1. **April 2021 Director’s Activity Report** was presented to the Commission.
2. **April 2021 Budget/Allocation Fund FY 2020-2021** was presented to the Commission.
3. **Allocation Fund (FY2020 – 2021):**
 - a. Matthew Smith made a motion and Marta Ford Seconded that the commission purchase six I-Pads using funds from the allocation fund. The motion passed unanimously.
 - b. Marta Ford made a motion and Jerry Nelson seconded that Kurt and Keith use their discretion in purchasing the four selected products that the commission selected from HALO Branded Solutions using funds from the allocation fund. The motion passed unanimously.

(OVER)

4. **VetCenter:** Michael Naber made a motion and Matthew Smith seconded to approve the “Revocable License for use of Property” between the Des Moines Vet Center and Jasper County Veterans Affairs as presented. The motion passed unanimously.

5. **Female Veterans Symposium:** The Commission discussed the upcoming State of Iowa Veteran Conference “Bombshell Patriots”. This event is an opportunity for sisters in arms to come together for a weekend of camaraderie, motivation, and education on services and resources in the Des Moines area. It was proposed to use this event as Outreach by sending local female veterans. Also, it was discussed bringing an event like this to Jasper County. Matthew Smith made a motion and Michael Naber seconded to table any action currently. The motion passed unanimously.

Announcements: (None)

Public Input: (None)

Confirm next meeting for Wednesday, June 9, 2021 at 1500 in the Annex Building.

At 1605 Michael Naber made a motion and Matthew Smith seconded to adjourn. The motion passed unanimously.

/s/ Keith N. Thorpe

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Directors Activities Report – May 2021

I. Ongoing Projects

- a. Vietnam Veteran Book (21) books remaining.

II. Veterans Assisted;

- a. Appointments - **13**
- b. Call-ins – **79 (177)**
- c. Iowa Veteran Home applications - **1**
- d. Iowa Trust Fund application - **0**
- e. Health Care applications - **3**
- f. Disability Claims/upgrades - **1**
- g. Pension assistance – **0**
- h. Military Grave Records processed – **6**
- i. Veteran Deaths for Memorial Day Reading - **196**
- j. Grave Markers - **26** / Flag Cases - **1**
- k. Misc. Forms - **13**
- l. Financial Assistance requests – **1**
- m. Records Correction Requests – **0**

III. Extra Curricular

- a. VA Judge Online – Veteran MR8662 5/19 12:00 noon

Description	Code	Total \$	Voucher	Date of Request	DATE of Check	What for?	Miles	Who Paid
Wages-Elected/Dept Head		\$3,232.21						
Kurt Jackson		\$1,668.24			5/12/2021	Salary		Kurt Jackson
Kurt Jackson		\$1,563.97			5/26/2021	Salary		Kurt Jackson
Wages - Part Time Assistant		\$1,663.46						
Keith Thorpe		\$814.22			5/12/2021	Wages		Keith Thorpe
Keith Thorpe		\$849.24			5/26/2021	Wages		Keith Thorpe
Wages-Vet Affairs Commission		\$200.00				Monthly Meeting		
Marta Ford		\$50.00		5/12/2021	5/26/2021	Attended		Marta Ford
Mike Naber		\$50.00		5/12/2021	5/26/2021	Attended		Mike Naber
Jerry Nelson		\$0.00				Attended		
Matthew Smith		\$50.00		5/12/2021	5/26/2021	Attended		Matthew Smith
Sue Springer		\$50.00		5/12/2021	5/26/2021	Attended		Sue Springer
Office Supplies		\$23.99						
Amazon		\$23.99		5/27/2021	6/22/2021	(1) Pack of 5 SanDisk Memory Flash Cards		Amazon
Advertisement		\$284.00						
Newton Daily News		\$208.00		4/30/2021	5/27/2021	Advertising		News Printing Company
Hometown Press		\$76.00		4/30/2021	5/27/2021	Advertising		Hometown Press
Maint-Office/Computer Equip		\$57.52						
The Shredder		\$42.00		5/21/2021	6/8/2021	Shredding Services		The Shredder
Premier Copier		\$15.52		4/30/2021	5/27/2021	Copier Contract		Premier Copier
Other Transportation (RIDE)		\$891.64					1556.5	
Jack Ayres		\$44.80		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	80.0	
Debbie Boehmer		\$47.04		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	84.0	
Bill Ehler		\$120.96		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	216.0	
Don Goode		\$286.72		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	512.0	
Mary Helms		\$68.04		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	121.5	
Paul Koepfen		\$72.80		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	130.0	
Becky Ruehle		\$23.52		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	42.0	
Karen Staker		\$49.28		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	88.0	
Sherman Swank		\$115.92		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	207.0	
Bill Umbarger		\$42.56		5/5/2021	5/25/2021	Transport Veterans to Medical Appt April 2021	76.0	
Transient	UNK	\$20.00		5/20/2021	5/20/2021	Gas Card for Transient Passing Through		
Fica-County Portion		\$384.10						
IPERS-County Portion		\$462.15						
Employee Group Insurance		\$1,704.36						

Administrative Expenses				\$5,461.18
Transport Assistance	\$891.64	0.0 miles		
Shelter Assistance	\$0.00			
Food Assistance	\$0.00			
Utility Assistance	\$0.00			
Medical & Other Assistance	\$0.00			
Funeral Assistance	\$0.00			
Assistance Expenses				\$891.64
Admin2 Expenses				\$2,550.61
Monthly Operating Expenses				\$8,903.43

State Allocation Fund Balance		\$0.00		
Public Donation Fund Balance		\$4,274.08		

Veteran Assistance				
\$20.00 Gas Card for Transient Passing Through			Jasper County Ride	\$891.64
Transport Veterans to Medical Appt April 2021				\$891.64

**Jasper County Veterans Affairs
Allocation Fund FY 2020 - 2021**

6/3/2021

			Beginning Allocation Amount	\$10,000.00
Date	Who to:	What For:	Amount	
6/25/2020	Forbes Office Solutions	(1) Conference Room Chair	172.92	
10/22/2020	Maxim Advertising	Embroidery Logo & 250 pcs 6x6 Microfiber Cloth	\$415.62	
11/19/2020	Susan Springer	Kellogg Legion Post 355 Outreach Dinner	\$68.14	
11/30/2020	Maxim Advertising	(98) Knit Caps w/ Jasper County Veterans Logo	\$545.85	
2/2/2021	Domino's Pizza	Pizzas and Beverages "The Dental Practice Outreach / Advertising	\$122.62	
2/22/2021	Maxim Advertising	(157) Knit Caps w/ Jasper County Veterans Logo	\$830.78	
4/9/2021	Kurt Jackson	Per Diem for Spring School (2) days @ \$64.00 per day	\$128.00	
4/9/2021	Keith N. Thorpe	Per Diem for Spring School (2) days @ \$64.00 per day	\$128.00	
4/14/2021	Embassy Suites by Hilton	IACCVSO Spring School Lodging (Jackson & Thorpe)	\$667.52	
4/14/2021	Marta Ford	Reimbursement (Clothing Giveaway Veterans Outreach)	\$98.14	
4/14/2021	Newton Legion Auxiliary	Reimbursement (Clothing Giveaway Veterans Outreach)	\$569.24	
4/21/2021	Riggs Printing, Inc.	(100) Veterans Q & A Outreach Flyers	\$35.00	
4/29/2021	Newton Legion Auxiliary	Meals & Serving Veterans Q & A Outreach Event 4/29/2021	\$500.00	
4/29/2021	Stellar Solutions, LLC	Advertising Veterans Q&A Outreach (Sunshine Ad)	\$75.00	
4/29/2021	Newton Legion	Hall Rental Veterans Q&A Outreach	\$250.00	
4/30/2021	Hometown Press	Flyer Inserts Veterans Q&A Outreach	\$252.60	
5/4/2021	Hawkeye Stages	Vietnam Veterans Recognition Day "Charter Bus"	\$856.00	
5/17/2021	Amazon	(6) iPad Cases & 3 Apple iPads	\$1,541.43	
5/17/2021	Amazon	(3) Apple iPads	\$1,185.00	
5/27/2021	HALO Branded Solutions, Inc.	Advertising for Veterans Outreach Events	\$1,558.14	
			\$10,000.00	
		Allocation Funds Remaining		\$0.00