

**Jasper County Commission of Veterans Affairs**  
315 West 3<sup>rd</sup> Street North, Suite 250, Newton, Iowa 50208  
Administrator Alyssa Wilson & CVSO Keith N. Thorpe  
**Phone (641) 792-7993 FAX (641) 787-1302**  
Commissioners: Marta Ford, Susan Springer, Jerry Nelson, Fred Chabot, Ed Spangenburg

8 February 2023

**Minutes**

At 1500 Chairman Jerry Nelson called the Regular Scheduled Meeting of the Jasper County Veterans Affairs to order. The other commissioners in attendance were Susan Springer and newly appointed commissioners Fred Chabot and Ed Spangenburg. Marta Ford was absent. Also, in attendance were Administrator Alyssa Wilson and CVSO Keith Thorpe.

**Approve Minutes:** Susan Spring made a motion and Ed Spangenburg seconded to approve the minutes. of the regular meeting on 11 January 2023 and the minutes of the workshop meeting on 18 January 2023. The motion passed unanimously.

**Unfinished Business:**

1. **Sully Area Outreach 2023:** The outreach event will occur in either March or April 2023. A venue for the event has not been determined.
2. **Folders:** Fred Chabot made a motion and Ed Spangenburg seconded to purchase 250 folders from Riggs Printing for \$790.00. Line item 0001-21-3200-000-42200 will be used for the purchase. **“Chabot aye, Nelson aye, Spangenburg aye, Springer abstained”** The **motion passed.**

**New Business:**

1. **The January 2023 Administrator Report** was presented to the commission.
2. **The January 2023 Expenses, Allocation. Donation & ESFP Reports** were presented to the commission.
3. **Staffing Part Time:** Once all departments’ budgets have been established, the Auditor’s office will reach out to set up a time to meet and discuss further.
4. **Attendance:** Commission attendance policy is at the discretion of the Board of Supervisors unless otherwise decided by the Legislature. More information forth coming.

**Announcements:**

March 10, 2023; Open house at the office to show our appreciation to the Veterans and Community of Jasper County.

**Public Input**

**None**

Confirm next meeting: 8 March 2023 at 1500 at the Jasper County Office Buildings.

At 1553 Susan Springer made a motion and Ed Spangenburg seconded to adjourn. The motion passed unanimously.

/s/ Keith N. Thorpe