



315 West 3rd Street North  
Suite 250  
Newton, IA 50208  
Phone: 641-792-7993

Commissioners: Marta Ford, Jerry Nelson, Fred Chabot, Ed Spangenburg.  
Alyssa Wilson, Administrator

### **Meeting Open to Public**

10 July 2024  
1500 hours

## **Agenda**

**Call the Meeting to Order:** Chairperson Jerry Nelson

**Approve Minutes:** 12 June 2024, Regular Meeting

### **Unfinished Business:**

1. JCVA Commission Bylaws
2. Commissioner Appointment
3. CVSO Training for Josh Price
4. Colfax/Mingo Veterans Outreach
5. Work Log

### **New Business:**

1. June 2024 Administrator's Activity Report
2. June 2024 Expenses and Allocation
3. Trust Fund Report Approval
4. Veteran's update from May Meeting: Dick Couch
  - a. Letter from Lisa Van Veen, daughter of Vietnam Veteran
5. Shared Benefits Coordinator Position Requirements (VA); Patty Hamann, President of Iowa Association of County Commissioners and Veterans Service Officers
6. Office Closed for appointments July 29, 2024 – August 2, 2024: Internal Review and restructure of operations

**Public Input & Announcements:**  
**Confirm next meeting: 14 August 2024, 1500, at the Jasper County Office Building in the Large Conference Room**

Jasper County Commission of Veterans Affairs  
Administrator Alyssa Wilson  
315 West Third Street North, Suite 250, Newton, IA 50208  
Phone 1-641-792-7993  
Commissioners: Fred Chabot, Marta Ford, Jerry Nelson, and Ed Spangenburg

12 June 2024

### **Minutes**

On 12 June 2024, at 1500 hours, Commission Chairperson Jerry Nelson called the regularly scheduled meeting of the Jasper County Veterans Affairs Commission to order. The commissioners in attendance were: Fred Chabot, Marta Ford, Jerry Nelson, and Ed Spangenburg. Administrator Alyssa Wilson, Human Resources Director Dennis Simon, Shared Benefits Coordinator Josh Price, and 12 veterans and veteran representatives also attended the meeting. The names of the guest veterans in attendance were not recorded.

#### **Approve Minutes:**

Marta Ford made a motion and Ed Spangenburg seconded to approve the minutes of the regularly scheduled Commission meeting held on 8 May 2024. The motion passed unanimously.

#### **Unfinished Business:**

##### **1. JCVA Commission Bylaws:**

Discussion ensued regarding the relationship between the bylaws and the Jasper County Human Resources Manual. Fred Chabot made a motion and Marta Ford seconded to incorporate the 1 July 2024 Jasper County Human Resources Manual dated July 1, 2024 by reference into Article II, paragraph 1 of the bylaws currently in draft form. The motion passed unanimously. Fred Chabot also recommended the following changes in the bylaws text. Discussion ensued on each proposed change. No commissioner took exception to the proposed changes. Corrected copies will be distributed before the July, 2024 commission meeting.

- a. Add “and Board of Supervisors action” at the end of final sentence in Article 5, paragraph 5.
- b. Change the phrase “rules and regulations” to “bylaws” in Article 9, paragraph 1.
- c. Add the phrase “and/or Director” after the word “administrator” throughout the bylaws.
- d. Change the phrase “prepare with the chairperson in advance” to “prepare in coordination with the chairperson and secretary in advance” in Article 10, paragraph 1.
- e. Change the phrase “Commissioners must retain and submit” to “Commissioners must retain and submit monthly” in the first sentence of Article 12, paragraph 1.
- f. Change the phrase “Non-financial interests, professional or business activities, or obligations that conflict” to “Allowing non-financial interests, professional or business activities, or personal obligations to conflict” in Article 13, paragraph 3.
- g. Add the sentence “See the Jasper County Veterans Affairs Commission web page, [www.jasperia.org/veteransaffairs](http://www.jasperia.org/veteransaffairs), for the Financial Assistance Application form.” at the end of Article 14, paragraph 3.

h. Add the sentence “(6) Should more than one veteran reside in a residential unit, these guidelines apply to the entire residential unit.” at the end of Article 14.

Discussion not related to this agenda item ensued regarding the Administrator’s reports to the Commission listing veteran financial aid disbursements. Discussion also ensued regarding Iowa Administrative Code (IAC) requirements for reporting veteran financial disbursements to the Board of Supervisors. The consensus of the Commission was that the county auditor is satisfying the IAC requirements. The consensus of the Commission was also to receive reports from the Administrator tracking individual veteran financial aid as previously prepared by CVSO Keith Thorpe. Privacy requirements are acknowledged that individual veteran names and their financial aid not be disclosed.

## **2. American Legion Memorial Day Ceremony and List:**

Discussion ensued regarding rural cemeteries in Jasper County and the manner in which the cemetery trustees handle and dispose of U.S. flags. Jerry Nelson commented that the American Legion will consider putting in place a means to educate rural Jasper County cemetery trustees on proper flag handling and disposal.

## **3. Home Visit Guidelines:**

Administrator Wilson and Human Resources Director Dennis Simon shared that Jasper County Sheriff Halferty has approved for her to notify Jasper County Dispatch non-emergency number of home visits to veterans when she considers it necessary for personal safety. This will be added to the bylaws.

## **4. Work Log:**

Discussion ensued regarding the need to share data with the county supervisors showing time needed for each veterans services work task. Commissioners Nelson and Ford expressed their beliefs that this information is needed to convince the county supervisors of the need for a county veterans service officer position to be filled. No motion for action resulted from this discussion. Discussion ensued regarding the number of missed telephone calls coming into the Veterans Services Office as reported on the Administrator’s Activity Report. Ed Spangenburg believed that the telephone call data showed that 86 veterans calls had not been returned during the month of May 2024 (195 missed calls versus 109 outgoing calls). He believed that there was a direct correlation between missed return calls to veterans and the average of 22 suicides by U.S. veterans each day across the U.S. Fred Chabot commented that many calls coming into the Veterans Affairs Office are repeat calls from the same veteran. Josh Price verified this as a fact; one veteran’s spouse had made 35 calls to the office to complain about VA benefits. It is also common knowledge within the veterans affairs office, many callers do not leave a telephone number for a follow-up communication. Administrator Wilson explained that many calls coming into the Veterans Affairs office are also regarding County General Assistance matters. She also stated that many missed telephone calls are followed up with email messages to the veteran concerned. It was the consensus of the Commission that the telephones in the Veterans Affairs office should be altered to separate incoming and outgoing General Assistance telephone calls from incoming and outgoing Veterans Affairs telephone calls. Discussion ensued regarding County Veterans Service Officer (CVSO) training for Josh Price. Ed Spangenburg believes that the only qualifier for CVSO training is that

an employee must have a county email address. He made a motion that Josh Price shall attend June, 2024 CVSO training. Marta Ford seconded the motion. Those voting in favor included commissioners Nelson, Spangenburg, and Ford. Commissioner Chabot did not vote on the motion. Ed Spangenburg also made a motion that Josh Price shall attend CVSO training in September, 2024. This motion failed for lack of a second because the matter was not on the meeting agenda. Administrator Wilson explained that guidelines from the State and National Association of County Veterans Service Officers are that an employee must be assigned to a county veteran service officer position in a veterans affairs office to be eligible for the training. Ed Spangenburg stated that he will make a motion one year from Josh Price's hiring date that he be fired for not completing required CVSO training. Jerry Nelson asked Ed Spangenburg and Administrator Wilson to stop bickering about CVSO training for Josh Price. Jerry Nelson also stated to Administrator Wilson that the Veterans Affairs office works for the Veterans Affairs Commission. Ed Spangenburg made a motion for CVSO training for Josh Price be added to the July, 2024 Veterans Affairs Commission meeting agenda. Marta Ford seconded the motion. Those voting in favor included commissioners Nelson, Spangenburg, and Ford. Commissioner Chabot did not vote on the motion.

### **5. Walk In Scheduling:**

Discussion not related to this agenda item ensued regarding the need to share data with the county supervisors showing time needed for each veterans services work task. No motion for action resulted from this discussion. Jerry Nelson asked for this item be included on the July, 2024 Veterans Affairs Commission agenda. Regarding walk-in scheduling, Jerry Nelson asked that veteran walk-ins be accommodated every day of the week, not just on Friday.

### **New Business**

#### **1. Commissioner Vacancy:**

Jerry Nelson asked for a motion to delay discussion of advertising for the commissioner vacancy caused by Susan Springer's death to the 10 July 2024 Commission meeting. His reason was in respect for Susan's burial ceremony scheduled for 22 June 2024. Ed Spangenburg made this motion and it was seconded by Marta Ford. The motion passed unanimously.

#### **2. May, 2024 Administrator's Activity Report:**

Commissioners reviewed the May, 2024 Administrator's Activity Report. Discussion ensued again on the subject of missed telephone calls from veterans. Ed Spangenburg spoke adamantly that no call from a veteran can go unanswered. He stated that he knew of three veterans who had committed suicide due to frustration over inability to contact a U.S. Veterans Administration hospital for help. Fred Chabot stated his opinion that phone call statistics presented on the Administrator's Report are not adequate to draw a conclusion about failure of staff to contact veterans. Marta Ford reminded everyone that both incoming and missed calls recorded on the report represent individuals calling in for both Veterans Affairs assistance and General Assistance. It was the consensus of the commission that Administrator Wilson contact Ryan Eaton to discuss how to separate the two types of telephone calls coming to the telephones in the Veterans Affairs office. Discussion ensued regarding the continuing need for flag cases. Due to several people talking over each other, it was impossible to record for these minutes any conclusions drawn regarding usual and alternate sources for purchasing flag cases. Jerry Nelson offered to give Administrator Wilson the name of an alternate source for flag cases. The office issues from five to eight flag cases each month.

### **3. May, 2024 Expenses, Allocation, Donation, ESFP Report:**

Commissioners reviewed the May, 2024 set of reports. Marta Ford made a motion to order a second Scansnap scanner for the Veterans Affairs office. Ed Spangenburg seconded the motion. The motion passed unanimously. Administrator Wilson reported that the county auditor told her that the Veterans Affairs office is on a path to not exceed its budget for FY 2024.

### **4. FY 2023 Geographic Distribution of VA Expenditures (GDX) Report:**

It was noted that there were 2,182 veterans and spouses of deceased veterans residing in Jasper County in FY 2023 and that they received \$13,156,000 in Compensation and Pension payments, Education & Vocational Rehabilitation/Employment services valued at \$821,000, and medical care valued at \$14,666,000 in FY 2023. Administrator Wilson highlighted that she prepared and included in commissioners' meeting packets an information sheet showing the trend in Jasper County for total number of resident veterans and their total Compensation and Pension payments. From 2019 to 2023, the number of resident veterans has declined from 2,437 to 2,182. Over the same period of time, their total Compensation and Pension payments have increased from \$8,583,000 to \$13,156,000. Marta Ford pointed out that the Jasper County Veterans Affairs office is in part responsible for the increase in Compensation and Pension payments at the same time that the number of resident veterans is decreasing.

### **5. CVSO Act Presented at NACVSO National School 2024:**

Administrator Wilson highlighted the information sheet distributed at the subject school regarding the Commitment to Veteran Support and Outreach (CVSO) Act (H.R. 984/S.106). This legislation has been re-introduced in the 118th Congress. If passed and signed into law, the act would authorize the VA to award competitive grants to the states to create, expand, or support County Veterans Services Officers (CVSO's). This would be the first time federal funding would be made available for this purpose.

### **6. Allocation Fund Spent By 6/30/24:**

See the motion made, seconded, and passed under Item 3. above to fully utilize this fund in FY 2024.

### **7. District Training: June 25, 2024, Held at the Albia American Legion:**

Both Administrator Wilson and Josh Price will attend this training. Administrator Wilson will post the customary notices about the Veterans Affairs office closure at the office door as well as on social media.

### **8. Public Contact Visit:**

The U.S. Department of Veterans Affairs will be visiting county veterans affairs offices to share office practices that are best in class. The regional office will delay its visit to Jasper County for an undetermined period of time. Marta Ford emphasized the importance of the regional office helping us to select data collection that would best present to the county supervisors the need for a full-time CVSO. Administrator Wilson stated that her office has served 1,238 appointments in the month of June compared with Polk and Dallas counties that have five and three CVSO's respectively who average 1,200 to 1,300 appointments each month.

**9. Alyssa Vacation: July 3-5, 2024:**

This is an information only item.

Administrator Wilson reported that the Newton Village Administrator has invited her to participate in a meeting for resident veterans on 19 June 2024, 9:00 to 11:00 a.m. at that facility. Newton Village is handling all communications about this event and will invite all Jasper County veterans to attend who wish to do this. Administrator Wilson informed the Commission that the Colfax mayor told her he will make the Colfax City Hall available for an outreach visit by Jasper County Veterans Affairs whenever the Commission wants to schedule that visit. The City of Colfax will invite Mingo veterans to attend as well.

**Public Input:**

One member of the audience asked for information about an open records request to secure a copy of the audio recording of this meeting. There was an exchange of comments between the individual and Ed Spangenburg regarding the characterization of Ed's earlier comments to Josh Price regarding required CVSO training. Administrator Wilson asked the individual to navigate to the county auditor's office to understand the process for an open records request. Jerry Nelson stated that all of the commissioners are passionate about supporting veterans' needs. He reminded those in attendance that the Commission meets once each month and deals with veterans support matters as needs arise.

Announcements: None

Public Input: As stated above

Confirm next meeting: Wednesday, 10 July 2024, 1500 hrs., at the Jasper County Office Building.

At 1615 hours, Fred Chabot made a motion and Marta Ford seconded to adjourn. The motion passed unanimously.

/s/Ferdinand J. Chabot, Secretary

## **BYLAWS**

### **JASPER COUNTY, IOWA VETERANS AFFAIRS COMMISSION**

#### **ARTICLE I - PURPOSE**

The purpose of the Jasper County Veterans Affairs Commission (hereinafter, the “Commission”) is to advocate and help to advance quality of life for veterans of military service of the United States of America and the State of Iowa and their families who live and/or work within Jasper County. The Commission shall do this by advising the Jasper County Board of Supervisors (hereinafter, the County Supervisors) on the coordination and development of government policies, programs, services, and allocation of resources for veterans and their families.

#### **ARTICLE II - AUTHORITY**

- 1) The Commission is established pursuant to Chapter 35A, Chapter 35B, and Chapter 331 of the Iowa Administrative Code (IAC). The Commission shall conduct its work in accordance with other IAC chapters as referenced in Chapter 35B as well as these bylaws. The Jasper County Human Resources Manual dated 1 July 2024 is incorporated into these bylaws by this reference.
- 2) The Commission, as an entity, shall not attempt to influence legislation unless it pertains to veterans’ concerns. The Commission shall not participate in or intervene in any political campaign on behalf of any candidate for public office, including the publishing or distribution of statements. Nothing in this article shall prohibit individual members of the Commission from participating in political activities including, but not limited to, seeking or holding public office. This article does not limit the ability of the Commission to talk with, in an open public meeting, any political candidate about his or her interests and intentions regarding veterans.

#### **ARTICLE III - MISSION AND VISION STATEMENTS**

- 1) The Commission’s mission is to provide leadership that creates opportunities and benefits for all Jasper County veterans and their families by evaluating, developing, and promoting new and existing programs within Jasper County.
- 2) The Commission’s vision is to offer the most valuable information and services to ensure the enrichment and enhancement of life for veterans and their families.

## **ARTICLE IV - DUTIES AND RESPONSIBILITIES**

The Commission shall advocate on behalf of and represent the interests of all Jasper County veterans and their families for matters concerning, but not limited to the following, and may:

- 1) Maintain coordinated communication with state, county, and city governments, businesses, and Jasper County veterans;
- 2) Establish a forum for all county veterans and establish and maintain goals and objectives regarding veterans assistance;
- 3) Help veterans and their families transition to civilian life in Jasper County to include making contacts with active duty service members who intend to reside in Jasper County. The objective is to help them avoid transition problems related to unemployment, homelessness, and physical and mental health;
- 4) Advise the County Supervisors on the coordination of veteran services among all public and private agencies, departments, and organizations which provide services and programs to veterans and their families;
- 5) Identify and recommend to the County Supervisors sources of private and public financial assistance available to expand or improve services and programs for veterans and their families;
- 6) Provide financial assistance to veterans as described in Article XIV of these bylaws.

## **ARTICLE V - MEMBERSHIP AND TERMS OF OFFICE**

- 1) The Commission consists of five members appointed by the County Supervisors. Membership eligibility and composition of the Commission shall be in accordance with Chapter 35B and Chapter 331 of the Code of Iowa.
- 2) The Jasper County Veterans Affairs Administrator and/or Director and Veterans Services Officer shall serve as ex-officio members of the Commission.
- 3) Any Commission member may resign for any reason at any time by providing written notification and effective date to the County Supervisors with a copy provided to the Commission chairperson. If no effective date is specified in the resignation letter, such resignation shall be effective upon receipt by the County Supervisors and the Commission chairperson.
- 4) Commissioners shall always focus on the mission of advocating for Jasper County veterans; serve the public interest and the veteran community; attend and actively participate in all Commission meetings; cast an informed vote on all matters; be well-prepared for meetings including reviewing read-ahead materials; be knowledgeable about the legislative process and



issues affecting the Commission; and voice concerns raised by the public and organizations in the veteran community.

5) Failure of a commissioner to attend three official Commission meetings, when those absences are not excused, within a 12-month period of time will lead to immediate dismissal at the discretion of the Commission's majority vote and County Supervisors action.

## **ARTICLE VI - MEETINGS, QUORUM, AND VOTING**

1) A quorum shall consist of half the filled Commission membership positions plus one. With the exception of the ex-officio members, each Commission member in attendance at any given meeting shall have one vote on all matters that shall come before the Commission. Any action taken by the Commission on any matter must be with the approval of a simple majority vote of the Commission members present.

2) Commission meetings shall be scheduled on the second Wednesday of every month and at the call of the Chairperson. They will be held in a conference room of the Jasper County Office Building.

3) All meetings are open to the public.

4) The Chairperson may call a special Commission meeting with reasonable notice to the commissioners and giving the specific reason for the meeting. The special meeting agenda shall be limited to the special topic for which the meeting was called.

5) In the absence of the Chairperson from a specific meeting, the Secretary or a commissioner designated by the Chairperson shall preside at that meeting.

6) The Administrator and/or Director and Veteran Service Officer shall provide the Secretary with a draft copy of the next meeting agenda a reasonable period of time prior to the next scheduled meeting. In coordination with the Secretary, the Administrator, Director, or Veteran Service Officer shall provide the agenda and pertinent attachments to all Commissioners in a reasonable number of days in advance of a scheduled meeting.

7) The Administrator, Director, or Veteran Service Officer shall provide Commission members and the public with timely notice of Commission meetings in accordance with IAC Chapter 21, Official Meetings Open to Public (Open Meetings).

8) The Administrator and/or Director and veteran service officer shall maintain a permanent file of the minutes of all Commission meetings.

9) Regularly scheduled Commission meetings shall be cancelled when county government offices are closed due to inclement weather. Meetings may also be cancelled at the discretion of the Chairperson.

10) IAC Subtitle 9, Restraints on Government, Chapter 21, Official Meetings Open to Public (Open Meetings) is incorporated by reference. If the Commission meets in closed session, the minutes of the open meeting before the closed session shall include a statement of time, place, and purpose of the closed session; a record of the vote of each member as to closing the meeting; and a citation of the authority under the Iowa Open Meetings law which permitted the closed session. The Commission shall keep detailed minutes of all discussion, persons present, and action occurring at a closed session, and shall also audio record all of the closed session. Final action on any matter shall be taken in an open session unless some other provision of the IAC expressly permits such actions to be taken in closed session.

11) Commissioners may participate in meetings and vote on matters discussed therein by means of a conference telephone, computer, or similar communication equipment if all commissioners participating in the meeting can hear (or otherwise communicate with) each other at the same time. Participation by such means shall constitute presence of the member at the meeting.

12) Unless modified by these bylaws, all Commission meetings shall follow Robert's Rules of Order.

## **ARTICLE VII - ETHICS**

1) Prior to release, any correspondence and other public information, positions, or statements (hereinafter, "Public Information") by the Commission shall be brought before a full Commission meeting for a simple majority vote. Public information requests shall comply with Jasper County procedures.

2) No Commission member shall portray his or her personal opinion as that of the Commission. Individual requests to speak on behalf of the Commission shall be brought before a full Commission meeting for a simple majority vote.

## **ARTICLE VIII - OFFICERS**

1) Only duly appointed Commission members may serve as officers. Officers shall be appointed for a two year term beginning in July.

2) The Commission shall have a Chairperson nominated and elected by a simple majority vote of the Commission in the month of June. The Chairperson shall have the authority and responsibility customarily conferred on the presiding officer of an organization.

3) The Commission shall have a Secretary nominated and elected by a simple majority vote of the Commission in the month of June.

4) Duties and responsibilities:

a) The Chairperson shall preside at and conduct all Commission meetings; ensure compliance with Iowa Open Meeting Law requirements; meet regularly with the County Supervisors; provide information to the Commission in a timely manner; represent the Commission at related meetings or functions of other organizations and agencies; approve ongoing programs or special projects; insure that there are goals and objectives established; prepare an annual report to the County Supervisors; and ensure that Commission members follow these bylaws. The Chairperson shall obtain Commission approval for commitment to new projects.

b) The Secretary shall preside at and conduct Commission meetings in the absence of the Chairperson; record, transcribe, and maintain a file of Commission meeting minutes. If the person serving as the Chairperson is removed or resigns from that position, the Secretary shall serve as the Chairperson until the Commission nominates and elects a replacement.

## **ARTICLE IX - RULES AND REGULATIONS**

1) The Commission shall adopt bylaws to govern its proceedings and activities. Any provision of these bylaws not controlled by state law or county regulation may be amended.

2) The bylaws, or a proposed amendment to the bylaws, shall be submitted in writing to the Commission members a reasonable period of time prior to the meeting at which they will be considered.

3) The bylaws or amendment to the bylaws shall be listed on the agenda as an item to be considered and voted on at the meeting. The bylaws and any amendments proposed to the bylaws shall require a simple majority vote of the members present at a meeting at which there is a quorum.

4) The bylaws shall be formally reviewed every two years.

## **ARTICLE X - COMMISSION STAFF**

1) The Commission may be assisted by an Administrator and/or Director. The Administrator and/or Director shall maintain and publish a roster of the Commission membership with terms of service dates; provide administrative and logistical support to the Commission; provide commissioners with all necessary materials; maintain the Veterans Affairs website page(s); keep a systematic filing of letters received, copies of letters sent, veteran assistance files, and Commission reports; attend to official correspondence; provide notice of commission meetings; prepare with the chairperson and secretary, in advance, an agenda and necessary reports for each meeting; and arrange for pay and reimbursement of travel expenses to commissioners pursuant to county rules.

- 2) The Commission may be assisted by a County Veterans Services Officer (CVSO). The CVSO shall complete veterans services as directed by the Administrator and/or Director.
- 3) Should personal safety be a concern, the Administrator, Director, or the CVSO may contact the non-emergency Jasper County Dispatch telephone number to notify of a private home veteran visit. The notification will include time of departure from the Veterans Affairs office and the name and address of the veteran. The staff person shall also notify Jasper County Dispatch upon leaving the veteran's residence.

## **ARTICLE XI - PLANNING**

- 1) Planning is the process which creates a detailed blueprint that, when implemented, is meant to achieve specific organizational goals and objectives. The planning process begins with the selection of a topic or issue of concern to the commissioners and the assignment of the topic to commissioners and/or staff for further exploration. From this exploration, the assigned commissioners and/or staff propose goals and objectives to the Commission. Goals are the outcomes to be achieved, whereas objectives are the specific and measurable steps needed to achieve a goal. Goals and objectives must work in tandem.
- 2) Goals and objectives are not intended to be limited in scope. All areas pertaining to veterans' issues such as legislation, regulations, programming, budgeting, staffing, or any other initiative are to be considered. The Commission's concerns should not be limited to what the Commission controls as many veterans' issues are not the exclusive domain of any one county department.
- 3) Objectives must be measurable to be of value to mission accomplishment. As for the overarching goal that produced the objective, it should at least define a wanted end state (the vision behind the goal) and be achievable.
- 4) Approved goals and objectives from a previous Commission shall continue in effect until achieved or changed by a succeeding Commission. However, all goals and objectives are to be reviewed annually as part of the process of reviewing the need for them to be continued. Approval and reapproval of goals and objectives by the Commission should be done as soon as practicable but no later than December of each year. This will allow for the Commission to be ready to take action with the start of the annual legislative session and budget cycles.

## **ARTICLE XII - OFFICIAL TRAVEL EXPENSE PROCEDURE**

- 1) Commissioners must retain and submit monthly to the Administrator, Director, or CVSO itemized receipts (gas, lodging, tolls, meals) when requesting reimbursement for official travel.
- 2) Expenses incurred after an official meeting (tolls, meals during homebound travel, for example) must be submitted as soon as practicable.

3) Lodging, meals, and incidentals will be reimbursed at the Jasper County rate in effect at the time of the meeting or event.

### **ARTICLE XIII - CONFLICTS OF INTEREST PREVENTION**

1) Commissioners must understand when a conflict of interest may be in play. In short, conflicts of interest involve the concepts of benefit and bias. What follows below is how to recognize a conflict of interest and how to avoid it:

2) Questions to ask oneself when evaluating a potential conflict of interest include: Will your interest benefit as a result of your official action? Would a reasonable person conclude that a private or personal interest impairs your independent and impartial judgment in the exercise of your official duties?

3) Some commissioner level conflicts of interest are: Having or acquiring a personal benefit in a decision to be made by the Commission, to include a grant, contract, sale, lease, or purchase; Accepting compensation, a gratuity, or a reward from someone else who has a beneficial interest in a contract, sale, lease, purchase, or grant resulting from a Commission action; Acting on a Commission matter involving any entity in which you have a beneficial interest, or an entity in which you serve as an officer, agent, employee, or member; Using your official position to secure or convey a special privilege or exemption for yourself or others; Allowing non-financial interests, professional or business activities, or obligations conflict with the performance of official duties; Assisting other persons, or sharing in compensation, in transactions involving the state when you had responsibility for these transactions as a commissioner.

### **ARTICLE XIV - VETERANS FINANCIAL ASSISTANCE**

1) The following rules are established regarding the provision of financial assistance to Jasper County veterans and their spouses from Jasper County and State of Iowa funds.

2) The veteran's character of service at the time of separation from active service shall be other than dishonorable; this includes: Honorable, General under Honorable Conditions, or Other than Honorable. If a veteran possesses multiple DD Forms 214, all must be submitted.

3) The veteran must submit a Jasper County Veterans Affairs Financial Assistance Application form accompanied by a bank statement covering the last 30 days before the form was signed. Financial assistance shall be granted only to those veterans or the spouse of a deceased veteran whose family income does not exceed 300% of the current Jasper County poverty guidelines. The Financial Assistance Application form can be found at the Veterans Affairs web page ([www.jasperia.org/veterans\\_affairs](http://www.jasperia.org/veterans_affairs)).

4) A spouse may apply for financial assistance on behalf of the veteran so long as the veteran has completed and signed a Financial Assistance Application form. The form must be accompanied

by a bank statement covering the last 30 days before the form was signed. Should the spouse be widowed, the spouse may be eligible for financial assistance so long as the spouse has not remarried. The Financial Assistance Application form can be found at the Veterans Affairs web page ([www.jasperia.org/veterans\\_affairs](http://www.jasperia.org/veterans_affairs)).

5) No more than one thousand dollars (\$1,000.00) per calendar year in assistance for rent/mortgage, utilities, groceries, and/or fuel shall be provided to a veteran or the spouse of a deceased veteran. The Commission may exceed this limit under extenuating circumstances by a majority vote.

6) Should more than one veteran reside in the same dwelling unit, these guidelines will normally apply to a dwelling unit rather than each veteran residing in the dwelling unit.

These bylaws are hereby approved and adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by the Jasper County Veterans Affairs Commission

\_\_\_\_\_  
Jerry Nelson, Chairperson

\_\_\_\_\_  
Ferdinand J. Chabot, Secretary

\_\_\_\_\_  
Marta Ford, Commissioner

\_\_\_\_\_  
Ed Spangenburg, Commissioner



## ADMINISTRATOR'S ACTIVITIES REPORT JUNE 2024

Ongoing Projects:

### Veterans Assisted

1) Appointment Breakdown:

- a. Scheduled: 54
- b. Walk In: 69
- c. Home: 0

2) Phone Calls: Spoke with a representative from Mitel on 6/18/2024, waiting for a more accurate data collection method from Mitel.

3) Claim Files (*these are running numbers from October 2021 to present*)

- a. Open: 351
- b. Closed: 184

4) Food Bank Boxes: 10

5) Military Grave Records processed: 2

6) Burial Requests:

- a. Grave Markers: 0
- b. Flag Cases: 0
- c. Flag Case Inventory: 4

7) Financial Assistance Requests: *See attached*

<b>Vendor</b>	<b>Veteran</b>	<b>Assistance</b>	<b>Amount</b>
Alliant Energy / IPL	GT8024	Utilities (Electric)	252.21
US Bank	DJ2418	Shelter (Mortgage)	1,000.00
Alliant Energy / IPL	CL8390	Utilities (Electric)	163.99
Pence Reese Funeral Home	ML6464	Burial	1,000.00
Alliant Energy / IPL	GT8024	Utilities (Electric)	116.48
Alliant Energy / IPL	GM2574	Utilities (Electric)	704.71
Walmart	GM2574	Window A/C	154.08
KOA Campground - Newton	GL0089	KOA Campground 1 wk Charge	224.40
Iowa Regional Utilities Association	RA6891	Utilities (Water)	79.30
Alliant Energy / IPL	RA6891	Utilities (Electric)	98.30
KOA Campground - Newton	GL0089	Reservation Refund	-214.40
KOA Campground - Newton	GL0089	Cancellation Fee	10.00



<b>Date</b>	<b>VET ID</b>	<b>TYPE</b>	<b>AMOUNT</b>	<b>LAST 4</b>
6/4/2024	796	Food	\$50.00	2670
6/4/2024	796	Food	\$50.00	2671
6/14/2024	1503	Food	\$50.00	2672
6/18/2024	3150	Food	\$50.00	2537
6/18/2024	2358	Food	\$50.00	2538
6/19/2024	2955	Food	\$50.00	2539
6/20/2024	1283	Food	\$50.00	2540
6/28/2024	1503	Food	\$50.00	2541
6/28/2024	1503	Food	\$50.00	2542
6/3/2024	1350	Fuel	\$50.00	1715
6/10/2024	1828	Fuel	\$50.00	1726
6/10/2024	1331	Fuel	\$50.00	2342
6/14/2024	1503	Fuel	\$50.00	2304
6/18/2024	1350	Fuel	\$50.00	1855
6/20/2024	1283	Fuel	\$50.00	1866
6/20/2024	3200	Fuel	\$50.00	1878
6/26/2024	1350	Fuel	\$50.00	1881
6/28/2024	1503	Fuel	\$50.00	1893



Jasper County

# Detail vs Budget Report Account Summary

Date Range: 07/01/2023 - 06/30/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>0001 - GENERAL BASIC FUND</b>								
<b>Expense</b>								
<a href="#">0001-21-3200-000-10004</a>	WAGES-ELECTED/DEPT HEAD	0.00	63,600.00	0.00	63,226.76	63,226.76	373.24	0.59 %
<a href="#">0001-21-3200-000-10005</a>	WAGES-DEPUTY/ASSISTANT	0.00	32,102.00	0.00	14,354.23	14,354.23	17,747.77	55.29 %
<a href="#">0001-21-3200-000-12100</a>	VET AFFAIRS COMM-EXPENSES	0.00	500.00	0.00	0.00	0.00	500.00	100.00 %
<a href="#">0001-21-3200-000-12104</a>	WAGES-VET AFFAIRS COMMISSION	0.00	2,400.00	0.00	2,050.00	2,050.00	350.00	14.58 %
<a href="#">0001-21-3200-000-26000</a>	OFFICE SUPPLIES	0.00	1,000.00	0.00	1,345.04	1,345.04	-345.04	-34.50 %
<a href="#">0001-21-3200-000-26100</a>	MAGAZINES/PERIODICALS/BOOKS	0.00	100.00	0.00	0.00	0.00	100.00	100.00 %
<a href="#">0001-21-3200-000-40000</a>	PUBLICATIONS/NOTICES/ADVERTISEMENTS	0.00	2,500.00	0.00	2,629.00	2,629.00	-129.00	-5.16 %
<a href="#">0001-21-3200-000-41200</a>	POSTAGE/MAILING	0.00	200.00	0.00	0.00	0.00	200.00	100.00 %
<a href="#">0001-21-3200-000-41300</a>	EMPLOYEE MILEAGE/MEALS	0.00	800.00	0.00	119.62	119.62	680.38	85.05 %
<a href="#">0001-21-3200-000-42200</a>	EDUCATIONAL/TRAINING SERV	0.00	4,000.00	0.00	930.00	930.00	3,070.00	76.75 %
<a href="#">0001-21-3200-000-44400</a>	MAINT-OFFICE/COMPUTER EQUIP	0.00	2,000.00	0.00	2,821.72	2,821.72	-821.72	-41.09 %
<a href="#">0001-21-3200-000-48000</a>	DUES/MEMBERSHIPS	0.00	500.00	0.00	50.00	50.00	450.00	90.00 %
<a href="#">0001-21-3210-000-33200</a>	FOOD/PROVISIONS	0.00	8,000.00	0.00	5,980.00	5,980.00	2,020.00	25.25 %
<a href="#">0001-21-3210-000-34000</a>	RENT PAYMENTS	0.00	7,500.00	0.00	8,940.00	8,940.00	-1,440.00	-19.20 %
<a href="#">0001-21-3210-000-34010</a>	MORTGAGE PAYMENTS	0.00	5,000.00	0.00	3,734.41	3,734.41	1,265.59	25.31 %
<a href="#">0001-21-3210-000-34100</a>	UTILITIES-GAS & ELE	0.00	3,000.00	0.00	566.32	566.32	2,433.68	81.12 %
<a href="#">0001-21-3210-000-34110</a>	ELECTRICITY PAYMENTS	0.00	6,000.00	0.00	8,227.08	8,227.08	-2,227.08	-37.12 %
<a href="#">0001-21-3210-000-34120</a>	WATER PAYMENTS	0.00	2,000.00	0.00	643.92	643.92	1,356.08	67.80 %
<a href="#">0001-21-3210-000-34130</a>	NATURAL GAS PAYMENTS	0.00	2,000.00	0.00	573.72	573.72	1,426.28	71.31 %
<a href="#">0001-21-3210-000-34140</a>	FUEL OIL/PROPANE PAYMENTS	0.00	2,000.00	0.00	287.33	287.33	1,712.67	85.63 %
<a href="#">0001-21-3210-000-35400</a>	OTHER TRANSPORTATION	0.00	10,000.00	0.00	14,806.62	14,806.62	-4,806.62	-48.07 %
<a href="#">0001-21-3210-000-39000</a>	FUNERAL SERVICES	0.00	3,000.00	0.00	1,800.00	1,800.00	1,200.00	40.00 %
<a href="#">0001-21-3210-000-39100</a>	CARE-GRAVES/MARKERS	0.00	3,000.00	0.00	1,540.88	1,540.88	1,459.12	48.64 %
	<b>Expense Totals:</b>	<b>0.00</b>	<b>161,202.00</b>	<b>0.00</b>	<b>134,626.65</b>	<b>134,626.65</b>	<b>26,575.35</b>	<b>16.49 %</b>
	<b>0001 - GENERAL BASIC FUND Totals:</b>	<b>0.00</b>	<b>161,202.00</b>	<b>0.00</b>	<b>134,626.65</b>	<b>134,626.65</b>	<b>26,575.35</b>	<b>16.49 %</b>
<b>0002 - GENERAL SUPPLEMENTAL FUND</b>								
<b>Expense</b>								
<a href="#">0002-21-3200-000-11000</a>	FICA-COUNTY PORTION	0.00	7,740.00	0.00	5,831.38	5,831.38	1,908.62	24.66 %
<a href="#">0002-21-3200-000-11100</a>	IPERS-COUNTY PORTION	0.00	9,552.00	0.00	7,364.25	7,364.25	2,187.75	22.90 %
<a href="#">0002-21-3200-000-11300</a>	EMPLOYEE GROUP INSURANCE	0.00	22,573.00	0.00	21,452.41	21,452.41	1,120.59	4.96 %
	<b>Expense Totals:</b>	<b>0.00</b>	<b>39,865.00</b>	<b>0.00</b>	<b>34,648.04</b>	<b>34,648.04</b>	<b>5,216.96</b>	<b>13.09 %</b>
	<b>0002 - GENERAL SUPPLEMENTAL FUND Totals:</b>	<b>0.00</b>	<b>39,865.00</b>	<b>0.00</b>	<b>34,648.04</b>	<b>34,648.04</b>	<b>5,216.96</b>	<b>13.09 %</b>
<b>0216 - EFSP GRANT</b>								
<b>Expense</b>								

**Detail vs Budget Report**

Date Range: 07/01/2023 - 06/30/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">0216-21-3210-000-42140</a>	EFSP FED GRANT EXP	0.00	9,474.00	0.00	3,658.37	3,658.37	5,815.63	61.39 %
	<b>Expense Totals:</b>	<b>0.00</b>	<b>9,474.00</b>	<b>0.00</b>	<b>3,658.37</b>	<b>3,658.37</b>	<b>5,815.63</b>	<b>61.39 %</b>
	<b>0216 - EFSP GRANT Totals:</b>	<b>0.00</b>	<b>9,474.00</b>	<b>0.00</b>	<b>3,658.37</b>	<b>3,658.37</b>	<b>5,815.63</b>	<b>61.39 %</b>
<b>0227 - VET ALLOC &amp; DONATION FUND</b>								
<b>Expense</b>								
<a href="#">0227-21-3210-000-42140</a>	ALLOCATION EXPENSES	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00 %
<a href="#">0227-21-3210-000-49999</a>	DONATION FUND EXPENSES	0.00	2,000.00	0.00	154.08	154.08	1,845.92	92.30 %
	<b>Expense Totals:</b>	<b>0.00</b>	<b>12,000.00</b>	<b>0.00</b>	<b>10,154.08</b>	<b>10,154.08</b>	<b>1,845.92</b>	<b>15.38 %</b>
	<b>0227 - VET ALLOC &amp; DONATION FUND Totals:</b>	<b>0.00</b>	<b>12,000.00</b>	<b>0.00</b>	<b>10,154.08</b>	<b>10,154.08</b>	<b>1,845.92</b>	<b>15.38 %</b>
	<b>Report Total:</b>	<b>0.00</b>	<b>222,541.00</b>	<b>0.00</b>	<b>183,087.14</b>	<b>183,087.14</b>	<b>39,453.86</b>	<b>17.73 %</b>

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
0001 - GENERAL BASIC FUND	0.00	161,202.00	0.00	134,626.65	134,626.65	26,575.35	16.49 %
0002 - GENERAL SUPPLEMENTAL FUND	0.00	39,865.00	0.00	34,648.04	34,648.04	5,216.96	13.09 %
0216 - EFSP GRANT	0.00	9,474.00	0.00	3,658.37	3,658.37	5,815.63	61.39 %
0227 - VET ALLOC & DONATION FUND	0.00	12,000.00	0.00	10,154.08	10,154.08	1,845.92	15.38 %
<b>Report Total:</b>	<b>0.00</b>	<b>222,541.00</b>	<b>0.00</b>	<b>183,087.14</b>	<b>183,087.14</b>	<b>39,453.86</b>	<b>17.73 %</b>



**Report of Activities  
Allocation Program for Veterans (FY24)  
Suspense: July 31, 2024**

**Date:** July 8, 2024

**COUNTY CONTACT INFORMATION:**

**County:** Jasper County

**Contact Name and Title:** Alyssa Wilson, Administrator

**Telephone Number:** 641-792-7993

**Email Address:** awilson@jasperia.org

**Complete Mailing Address:** 315 W 3<sup>rd</sup> St. N., Newton, IA 50208

**County Commissioner Name:** Jerry Nelson, Chairperson

**Telephone Number:** 641-787-0174

**Email Address:** freebirdjwn@hotmail.com

**County Commissioner Name:** Fred Chabot, Secretary

**Telephone Number:** 641-840-1902

**Email Address:** fchabot38@gmail.com

**County Commissioner Name:** Marta Ford

**Telephone Number:** 641-831-4677

**Email Address:** maford@iowatelecom.net

**County Commissioner Name:** Ed Spangenburg

**Telephone Number:** 641-840-0212

**Email Address:** espangenburg@gmail.com

**County Commissioner Name:**

**Telephone Number:**

**Email Address:**

**County Commissioner Name:**

**Telephone Number:**

**Email Address:**

**If you have more county commissioners than the space provided, please add.**

**Total County Population: 2159**

**Veteran Population: 37.8k**

*(Use 2022 Census Figure)*

**Weekly Operating Schedule:**

*Part time Example:*

<b>Monday</b>	<b>8:00-4:30</b>	<i>Monday</i>	<i>11-4</i>
<b>Tuesday</b>	<b>8:00-4:30</b>	<i>Tuesday</i>	<i>12-4</i>
<b>Wednesday</b>	<b>8:00-4:30</b>	<i>Wednesday</i>	<i>11-4</i>
<b>Thursday</b>	<b>8:00-4:30</b>	<i>Thursday</i>	<i>12-4</i>
<b>Friday</b>	<b>8:00-4:30</b>	<i>Friday</i>	<i>11-4</i>
<b>Total Hours:</b>	<b>40</b>	<b>Total Hours:</b>	<b>23</b>

**Number of Commission Members: 5**

**Full Time Staff (40 hours/ week):**

Director 40 (hours/week) **Accredited:**  Yes  No  
 Assistant(s)      (hours/week) **Accredited:**  Yes  No

**Part Time Staff (less than 40 hours/ week):**

Director      (hours/week) **Accredited:**  Yes  No  
 Assistant(s)      (hours/ week) **Accredited:**  Yes  No

*\*Assistant is employed by General Assistance and shared with VA. No set hours per department.\**

**AUDITOR CONTACT INFORMATION:**

**Contact Person:** Jenna Jennings

**Telephone Number:** 641-792-7016

**Email Address:** [jjennings@jaspercounty.iowa.gov](mailto:jjennings@jaspercounty.iowa.gov)

**Complete Mailing Address: (if different than County Veteran’s Affairs)**

101 1st St. N.  
Room 202  
Newton, IA 50208

## **PART I: Maintenance of effort – FY24**

*Iowa Code 35A.16 (3C) Moneys distributed to a county under this subsection shall be used to supplement and not supplant any existing funding provided by the county or received by the county from any other source. The department shall adopt a maintenance of effort requirement for moneys distributed under this subsection .*

*Iowa Administrative Code, Maintenance of effort 7.1(4) b. Counties not maintaining their previous fiscal year's spending levels will be considered to have supplanted 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 pursuant to Iowa Code section 35A.16(3) as enacted by 2008 Iowa Acts, chapter 1130, and amended by 2009 Iowa Acts, House File 283.*

We certify that   JASPER   County did not supplant county funding with state funds.  
(County Name)

Yes    No

## **PART II: COMMISSION EXPEDITURE REPORT – FY24**

Attach copy of Commission's FY24 Expenditure report: *See attached*

## **PART III: ALLOCATION INFORMATION**

### **FY25 funds**

1. Amount of Allocation awarded FY24 \$10,000.00
2. Amount of Allocation spent in FY24 (FY24 funds only): \$ 10,000.00
3. Amount of unspent Allocation funds remaining end of FY24: \$ 0

**PART IV: BRIEF SUMMARY OF EXPENDITURES  
(FY24 ALLOCATION FUNDS ONLY):**

**Please note:** Supporting documentation, i.e. receipts, invoices, payroll records (if used for salaries) may be required for auditing purposes.

<b>Amount (\$)</b>	<b>Use</b> (example: brochures)	<b>Impact on veteran services</b> (ex: Able to pass out 50 brochures during fair and helped six more veterans)
\$1,506.14	Education and Training	Mandatory education for CVSO's and Commissioners to better serve the Veterans in Jasper County. (See attached breakdown)
\$5,017.92	Outreach and Events	Able to reach, educate and assist veterans as to what benefits and services are out there while also recognizing and appreciating their service. (See attached breakdown)
\$3,475.94	Office Equipment and Software	Office operations are more efficient and secure. (See attached breakdown)

**PART V: TRAINING & OUTREACH ACTIVITES FY25:**

**1. List outreach activities accomplished during FY24: (please attach examples of outreach events)**

- Provided dinner to the Jasper County Korean War Veterans twice.
- Baxter Coffee Chat
- Annual Vietnam Veteran's Day Bus Trip
- JCVA R.E.C.O.N.
- PCM Appreciation Visit and Pizza
- Kellogg Legion Pizza and table chat

*See attached Fliers.*

**2. For County Director/Administrator Only**

**List year of initial accreditation 2022**

**List training source for initial accreditation (ex. IDVA or National):**  
NACVSO



**3. List training courses attended in FY24:**

IACCVSO Spring and Fall School 2023, IACCVSO Spring 2024, NACVSO National School 2024

**PART VI: OTHER COMMENTS**

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**PART VII: UNSPENT ALLOCATION FUNDS:**

*All unspent allocation funds must be returned to the Iowa Department of Veteran Affairs. Make checks payable to Iowa Department of Veterans Affairs and send to: IDVA, Bldg. 3465, 7105 NW 70<sup>th</sup> Avenue, Johnston, IA 50131-1824, No later than August 1, 2024.*

**ALLOCATION FUND REPORT - MASTER**

10/24/2023	Alyssa A. Wilson	28.4 Miles Round Trip to Fall School Altoona x "3 days" x \$0.655	\$55.81	0227-21-3210-000-42140
10/24/2023	Keith N. Thorpe	Mileage for Fall School to Altoona 50.0 Miles x \$0.655	\$32.75	0227-21-3210-000-42140
10/24/2023	Keith N. Thorpe	Per Diem for Fall School 2023 Altoona 3 Days @ \$64.00 per day	\$192.00	0227-21-3210-000-42140
10/24/2023	Marta Ford	Mileage for Fall School to Altoona 50.0 Miles x \$0.655	\$32.75	0227-21-3210-000-42140
10/24/2023	Jerry Nelson	Mileage for Fall School Altoona 71.8 Miles x \$0.655	\$47.03	0227-21-3210-000-42140
10/24/2023	Susan Springer	Mileage for Fall School Altoona 77.2 Miles x \$0.655	\$50.57	0227-21-3210-000-42140
10/24/2023	Alyssa A. Wilson	Per Diem for Fall School 2023 Altoona 3 Days @ \$64.00 per day	\$192.00	0227-21-3210-000-42140
10/27/2023	Prairie Meadows	Fall School 2023 Lodging "M. Ford, S. Springer, J. Nelson"	\$542.04	0227-21-3210-000-42140
11/3/2023	Keith N. Thorpe	La Quinta Fall School Lodging 2023	328.44	0227-21-3210-000-42140
11/27/2023	Ferdinand J. Chabot	Mileage for Fall School to Altoona 50.0 Miles x \$0.655	\$32.75	0227-21-3210-000-42140
11/27/2023	HyVee	Jasper Co. Korean War/Era Dinner 30 Oct 2023 "Outreach"	\$1,040.00	0227-21-3210-000-42140
12/19/2023	Staples	Scanner and Office Supplies	\$959.51	0227-21-3210-000-42140
1/2/2024	Riggs Printing and Forms	JCVA TriFolds	\$185.00	0227-21-3210-000-42140
2/27/2024	Adobe	Acrobat Pro "Document Reader" Teams	\$305.15	0227-21-3210-000-42140
3/1/2024	Adobe	REFUND FOR PREVIOUS SUBSCRIPTION	-13.24	0227-21-3210-000-42140
3/12/2024	Simply Homemade by Ellen	Food for 3/2 Baxter Event	\$50.00	0227-21-3210-000-42140
3/26/2024	Minuteman	Outreach Promotional Items	\$1,185.00	0227-21-3210-000-42140
3/26/2024	CIT Charters	Vietnam Veteran's Day Capitol Charter	\$1,309.77	0227-21-3210-000-42140
3/26/2024	Fareway Stores Inc.	2 cases of soda for PCM Appreciation Presentation	\$20.44	0227-21-3210-000-42140
3/26/2024	Casey's General Store	5 Pizzas for PCM Appreciation Presentation	\$79.14	0227-21-3210-000-42140
4/23/2024	HyVee	1 Veg/ 1 Fruit tray 4/4 RECON event	\$130.00	0227-21-3210-000-42140
4/23/2024	HyVee	2 Meat tray 4/4 RECON event	\$123.00	0227-21-3210-000-42140
5/7/2024	HyVee	JC Korean Veteran Dinner	\$850.65	0227-21-3210-000-42140
6/3/2024	Casey's General Store	Caseys Kellogg Legion Outreach	44.92	0227-21-3210-000-42140
6/18/2024	CDW-G (I.T. Dept.)	Laptop Office	1736.03	0227-21-3210-000-42140
6/27/2024	Amazon	Scan Snap iX600 Computer Scanner	\$488.49	0227-21-3210-000-42140

**Total**

**\$10,000.00**

**ALLOCATION FUND REPORT - Education**

10/24/2023	Alyssa A. Wilson	28.4 Miles Round Trip to Fall School Altoona x "3 days" x \$0.655	\$55.81
10/24/2023	Keith N. Thorpe	Mileage for Fall School to Altoona 50.0 Miles x \$0.655	\$32.75
10/24/2023	Keith N. Thorpe	Per Diem for Fall School 2023 Altoona 3 Days @ \$64.00 per day	\$192.00
10/24/2023	Marta Ford	Mileage for Fall School to Altoona 50.0 Miles x \$0.655	\$32.75
10/24/2023	Jerry Nelson	Mileage for Fall School Altoona 71.8 Miles x \$0.655	\$47.03
10/24/2023	Susan Springer	Mileage for Fall School Altoona 77.2 Miles x \$0.655	\$50.57
10/24/2023	Alyssa A. Wilson	Per Diem for Fall School 2023 Altoona 3 Days @ \$64.00 per day	\$192.00
10/27/2023	Prairie Meadows	Fall School 2023 Lodging "M. Ford, S. Springer, J. Nelson"	\$542.04
11/3/2023	Keith N. Thorpe	La Quinta Fall School Lodging 2023	328.44
11/27/2023	Ferdinand J. Chabot	Mileage for Fall School to Altoona 50.0 Miles x \$0.655	\$32.75

**Total****\$1,506.14**

**ALLOCATION FUND REPORT - Outreach**

11/27/2023	HyVee	Jasper Co. Korean War/Era Dinner 30 Oct 2023 "Outreach"	\$1,040.00
3/12/2024	Simply Homemade by Ellen	Food for 3/2 Baxter Event	\$50.00
3/26/2024	Minuteman	Outreach Promotional Items	\$1,185.00
3/26/2024	CIT Charters	Vietnam Veteran's Day Capitol Charter	\$1,309.77
3/26/2024	Fareway Stores Inc.	2 cases of soda for PCM Appreciation Presentation	\$20.44
3/26/2024	Casey's General Store	5 Pizzas for PCM Appreciation Presentation	\$79.14
4/23/2024	HyVee	1 Veg/ 1 Fruit tray 4/4 RECON event	\$130.00
4/23/2024	HyVee	2 Meat tray 4/4 RECON event	\$123.00
5/7/2024	HyVee	JC Korean Veteran Dinner	\$850.65
6/3/2024	Casey's General Store	Caseys Kellogg Legion Outreach	\$44.92
1/2/2024	Riggs Printing and Forms	JCVA TriFolds	\$185.00

**Total****\$5,017.92**

**ALLOCATION FUND REPORT - Office Equipment**

12/19/2023	Staples	Scanner and Office Supplies	\$959.51
2/27/2024	Adobe	Acrobat Pro "Document Reader" Teams	\$305.15
6/18/2024	CDW-G (I.T. Dept.)	Laptop Office	1736.03
6/27/2024	Amazon	Scan Snap iX600 Computer Scanner	\$488.49
3/1/2024	Adobe	REFUND FOR PREVIOUS SUBSCRIPTION	-13.24

**Total****\$3,475.94**



# **COFFEE CHAT IS BACK!**

**March 2, 2024  
10:00 A.M. TO NOON**

**Baxter Community Center  
203 South Main St  
Baxter, IA 50028**

**STOP OUT AND MEET THE JCVA TEAM!**

Open table discussion on VHA vs.  
VBA and more benefits will begin at  
10:30

**COFFEE AND PASTRIES PROVIDED!**

HOSTED BY THE JASPER COUNTY VETERANS AFFAIRS COMMISSION

# R.E.C.O.N.

RESOURCES. EDUCATION. CONTACTS. OPPORTUNITIES. NAVIGATION.

**APRIL 4, 2024**

**5:00 TO 7:00 P.M.**

**AMERICAN LEGION POST 111**

**1101 WEST 4TH ST S  
NEWTON, IA 50208**

**COME AND MEET REPRESENTATIVES FROM ORGANIZATIONS  
AND AGENCIES TO LEARN ABOUT THE BENEFITS AND SERVICES  
AVAILABLE TO VETERANS!**

## **VENDORS TO BE INCLUDED:**

**VETERANS HEALTH ADMINISTRATION (VHA)**

**VETERANS BENEFIT ADMINISTRATION (VBA)**

**IOWA DEPARTMENT OF VETERANS AFFAIRS**

**HOME BASE IOWA**

**JASPER COUNTY HUMAN RESOURCES**

**AND MORE!**

# **VIETNAM VETERANS RECOGNITION DAY**

## **TUESDAY, MAY 14, 2024**

**BUS PICK-UP:  
0900- 0930 HRS.**

**AT**

**LEGION POST 111  
1101 WEST 4TH ST S  
NEWTON, IA 50208**

**CEREMONY BEGINS AT 1100HRS  
AT THE VIETNAM VETERANS MEMORIAL**

**PLEASE BRING A LAWN CHAIR &  
MONEY FOR LUNCH AT SMOKY D'S AFTER**

**LIVE STREAMING OF THE EVENT WILL BE OFFERED  
AT THE JASPER COUNTY ADMINISTRATION  
BUILDING**

**VETERANS MUST RSVP BY 5/10/24 TO  
JCVA AT 641-792-7993**





Jasper County

# Detail vs Budget Report

## Account Detail

Date Range: 07/01/2023 - 06/30/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>0227 - VET ALLOC &amp; DONATION FUND</b>								
<b>Expense</b>								
<a href="#">0227-21-3210-000-42140</a>	ALLOCATION EXPENSES	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
10/24/2023	APPKT01464	10/13/2023	562113	85.2 Miles, Fall School	04690 - ALYSSA WILSON		55.81	
10/24/2023	APPKT01464	10/13/2023	562162	50 Miles, Fall School	04970 - FERDINAND J. CHABOT		32.75	
10/24/2023	APPKT01464	10/13/23	562194	71.8 Miles, Fall School	04016 - JERRY NELSON		47.03	
10/24/2023	APPKT01464	10/13/23	562196	Per Diem at Fall School - 64/day	03315 - KEITH THORPE		192.00	
10/24/2023	APPKT01464	10/13/23	562196	50 Miles, Fall School	03315 - KEITH THORPE		32.75	
10/24/2023	APPKT01464	10132023	562263	77.2 Miles, Fall School	04449 - SUSAN SPRINGER		50.57	
10/24/2023	APPKT01464	20231013	562207	50 MILES - 10/13/2023	02448 - MARTA FORD		32.75	
10/24/2023	APPKT01464	PD10/13/2023	562113	per diem for Fall School 2023 - 64/day	04690 - ALYSSA WILSON		192.00	
10/24/2023	APPKT01470	10/13/2023-R	562162	FERDINAND J. CHABOT Reversal	04970 - FERDINAND J. CHABOT		-32.75	
11/03/2023	APPKT01476	October2023	20231103	La Quinta - Fall School Lodging 2023	03584 - BANK OF MONTREAL		328.44	
11/03/2023	APPKT01476	October2023	20231103	Prairie Meadows - hotel stay @ Fall School	03584 - BANK OF MONTREAL		542.04	
11/07/2023	APPKT01473	10/13/23	562340	50 Miles, Fall School	04970 - FERDINAND J. CHABOT		32.75	
12/04/2023	APPKT01493	November2023	20231204	HyVee - Jasper Co Korean War-Era Outrea...	03584 - BANK OF MONTREAL		1,040.00	
12/27/2023	APPKT01518	December2023	20240103	Staples - scanner & office supplies	03584 - BANK OF MONTREAL		959.51	
01/02/2024	APPKT01521	31556	563076	JCVA TRIFOLDS	01604 - RIGGS PRINTING & FORMS INC		185.00	
03/05/2024	APPKT01561	February2024	20240305	Adobe - acrobat pro "document reader" t...	03584 - BANK OF MONTREAL		305.15	
03/05/2024	APPKT01561	February2024	20240305	Adobe - refund for previous subscription	03584 - BANK OF MONTREAL		-13.24	
03/12/2024	APPKT01566	20240302	563862	FOOD FOR 3/2 BAXTER EVENT	05036 - SIMPLY HOMEMADE BY ELLEN		50.00	
04/03/2024	APPKT01594	March2024	20240403	Casey's - 5 pizzas PCM Appreciation Prese...	03584 - BANK OF MONTREAL		79.14	
04/03/2024	APPKT01594	March2024	20240403	Fareway - 2 cases soda - PCM Apprec. Pre...	03584 - BANK OF MONTREAL		20.44	
04/03/2024	APPKT01594	March2024	20240403	Minuteman - outreach promotional items	03584 - BANK OF MONTREAL		1,185.00	
05/03/2024	APPKT01614	April2024	20240503	Hy-Vee - 2 meat tray 4/4 RECON event	03584 - BANK OF MONTREAL		123.00	
05/03/2024	APPKT01614	April2024	20240503	Hy-Vee - 1 veg/ 1 fruit tray 4/4 RECON eve...	03584 - BANK OF MONTREAL		130.00	
06/03/2024	APPKT01644	May2024	20240603	Casey's - Kellogg Legion Outreach	03584 - BANK OF MONTREAL		44.92	
06/03/2024	APPKT01644	May2024	20240603	CIT Charters-Vietnam Veteran's Day Capito..	03584 - BANK OF MONTREAL		1,309.77	
06/03/2024	APPKT01644	May2024	20240603	HyVee - JC Korean Veteran Dinner	03584 - BANK OF MONTREAL		850.65	
06/28/2024	APPKT01655	June 2024	20240628	CDW-G - new office laptop	03584 - BANK OF MONTREAL		1,736.03	
06/28/2024	APPKT01655	June 2024	20240628	Amazon - scan snap iX600	03584 - BANK OF MONTREAL		488.49	
<b>Expense Totals:</b>		<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>0227 - VET ALLOC &amp; DONATION FUND Totals:</b>		<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Report Total:</b>		<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00 %</b>

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
0227 - VET ALLOC & DONATION FUND	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00 %
<b>Report Total:</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00 %</b>