

Jasper County Commission of Veterans Affairs  
Administrator Alyssa Wilson & CVSO Keith N. Thorpe  
315 West Third Street North, Suite 250, Newton, IA 50208  
Phone 1-641-792-7993

Commissioners: Fred Chabot, Marta Ford, Jerry Nelson, Ed Spangenburg, and Susan Springer

12 July 2023

### **Minutes**

At 1500 hours, Chairperson Jerry Nelson called the regularly scheduled meeting of the Jasper County Veterans Affairs Commission to order. The other commissioners in attendance were Fred Chabot, Marta Ford, Jerry Nelson, and Susan Springer. Commissioner Ed Spangenburg was absent. Also attending the meeting were Administrator Alyssa Wilson and CVSO Keith N. Thorpe.

**Approve Minutes:** Marta Ford made a motion and Susan Springer seconded to approve the minutes of the regularly scheduled meeting of the Jasper County Commission of Veterans Affairs held on 14 June 2023. The motion passed unanimously.

### **Unfinished Business:**

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

Administrator Wilson has received the county-funded Samsung Galaxy cell phone. U.S. Cellular needs a specific form from Ryan Eaton, Information Technology Director, who has been on vacation. Administrator Wilson will coordinate the completion of the form when he is back in his office.

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

Administrator Wilson gave the commissioners copies of Veteran's commission by-laws from Anne Arundel County, Maryland; Charles County, Maryland; Antrim County, Michigan; and the State of Pennsylvania. Staff members believed that by-laws will be a topic of discussion at the Administrator State of Iowa Veterans Commission fall school in October. Chairperson Nelson asked that preparation of by-laws be on the agenda in November.

#### **3. Closure of the Commission of Veterans Affairs Office:**

Through consensus of the commissioners present, the Jasper County Commission of Veterans Affairs office will be closed on Monday, 14 August 2023, for Veterans Recognition Day at the Iowa State Fair. Administrator Wilson will be present at the Iowa State Fair to assist in answering questions from veterans. The office will have reduced hours Tuesday, 15 August 2023, through Friday, 18 August 2023, due to Administrator Wilson being on vacation.

**New Business:**

1. **The June 2023 Administrator Report** was presented to the commission. It was the consensus of the commissioners present that Lori Reynolds, LISW-Community Engagement and Partnership Coordinator for Suicide Prevention for VA-CIHCS, should be invited to conduct Veterans in Crisis training for service organizations and general public in Jasper County. Administrator Wilson will follow up on this matter.
2. **The June 2023 Expenses, Allocation, Donation, ESFP Reports** were presented to the commission.
3. **Board of Supervisors 4th Quarter FY 2023 Expenses Report** was presented to the commission. Susan Springer made a motion and Marta Ford seconded to approve the submittal to the Jasper County Board of Supervisors. The motion passed unanimously.
4. **Green Light Program.** Several commissioners asked about the “Green Light” program to recognize the service of veterans and active military personnel. Administrator Wilson will research the background of this program and report to the commission about her findings at a future meeting.
5. **American Veterans Traveling Tribute Wall.** Commissioner Nelson reported that the American Veterans Traveling Tribute wall will be installed outside the main entrance to the Iowa Speedway during the HyVee sponsored race weekend 21-23 July 2023.

**Announcements:** None

**Public Input:** None

Confirm next commission meeting: Wednesday, 9 August 2023, 1500 hours, at the Jasper County Office Building.

At 1610 hours, Susan Springer made a motion and Marta Ford seconded to adjourn. The motion passed unanimously.

/s/ Ferdinand J. Chabot, Secretary