

Jasper County Commission of Veterans Affairs  
County Annex Bldg., 115 N 2<sup>nd</sup> Ave E. Newton, Ia. 50208  
Director: Kurt M. Jackson VSO Keith N. Thorpe  
Phone (641) 792-7993 FAX (641) 787-1302  
Commissioners: Fred Dimon, Marta Ford, Susan Springer, Jerry Nelson, Mike Naber

8 April 2020

**Minutes**

At 1500 Commissioner Fred Dimon called the monthly meeting of the Jasper County Commission of Veterans Affairs to order. Due to the COVID-19 Virus, Commissioners Susan Springer, Marta Ford, Mike Naber, Jerry Nelson, Fred Dimon and from the “Newton Daily News” Dustin Teays, all called in on speaker phone. Others in attendance were Director Kurt Jackson and VSO Keith Thorpe located in the Annex Building.

The minutes of the 11 March 2020 Regular Meeting were reviewed. Marta Ford made a motion to accept the minutes as presented. Susan Springer seconded. The motion passed unanimously.

**Unfinished Business:**

1. Veterans Resources Outreach 7 April 2020: This event was postponed because of the COVID-19 virus. It will be rescheduled. This event will remain on “unfinished business” until accomplished.

**New Business:**

1. March 2020 Budget Report & Allocation Fund were presented to the Commission.

Commissioner Springer shared her concern with the purchase of U. S. Flags for grave markers. Our current vendor charges \$2.00 per flag. Sue shared with the commission that another vendor sells the same flags for \$0.65. A change in vendors will be made.

Because of the COVID-19-virus, many of the planned expenditures using the “Allocation Fund” will not happen. This leaves the possibility of sending unused funds back to the Iowa Department of Veterans Affairs. One possible expenditure which monies from the fund could be used would be to purchase new chairs for the conference room. Kurt will be securing quotes locally.

2. 3<sup>rd</sup> Quarter FY 2019 – 2020 Budget to the Board of Supervisors. Marta Ford made a motion to approve the 3<sup>rd</sup> Quarter Report. Mike Naber seconded. The motion passed unamously.

3. March 2020 Directors Activity Report was presented to the Commission.

4. Timeline for replacing Commissioner Fred Dimon ( 1 July 2020):

April 20 begin advertising the commission position...  
May 1 application deadline...  
May 6 email or mail applications to commissioners  
May 11 thru May 29 interview process to be determined  
June 2 submit applicants to the Board of Supervisors

5. Outreach during the Pandemic: The Commission expressed their concerns about outreach during the pandemic. The question of what more can we do during this crisis? Many ideas were expressed. Chairman Dimon told the Commission to be creative and that we would revisit this topic at our May 2020 meeting.

6. Director's Performance (Evaluation Form): Mike Naber made a motion to semiannually evaluate the Director and that the evaluations would be made during the months of June and January. Jerry Nelson seconded. Motion passed unanimously.

An evaluation form which the Jasper County Auditor uses will be modified for the position of Director of Veterans Affairs.

**Announcements: (None)**

**Public Input: (None)**

Confirm next meeting for Wednesday, May 13, 2020 at 1500 in the Annex Building.

At 1540 Mike Naber made a motion to adjourn. Seconded by Marta Ford. The motion passed unanimously.

/s/ Keith N. Thorpe