

Veterans Assistance Commission Officers Advisory Committee Meeting
Superintendent – 90 Day Review – Meeting Minutes
Date: March 20, 2024 – Special Meeting
Closed Session – 1817 hours – 1853 hours
Location: Ross Pearson VFW #5149, 922 7th Street, Rockford, IL 61104

In attendance:

AC Dave Davis - President
Terrell Lewis – Services Coordinator
Nancy Clark – Administrative Coordinator
Ken VanLandeghem – American Legion – Post #288
Eric Willard – Vietnam Veterans of America #984
Lana McCants – VFW Post #342
Gene Schaefer – VFW Post #9759
Gary Holmes – via Zoom – American Legion Post #332
John Kline – Via Zoom – Blackhawk DAV Chapter #29
Debra Hoover – VACAC-A – Secretary

A quorum was present to discuss the 90 day evaluation of Superintendent Jesus E. Pereira.

A discussion and verbal votes were taken to evaluate Superintendent Pereira in ten areas:

Note: U/S-Unsatisfactory, N/1-Needs Improvement, S-Satisfactory, G-Good, E-Excellent

1. Mission Description – None Present
2. Job Description – None Present
3. Job Knowledge
 - a. Has Knowledge to Perform Duties – the consensus of the Commissioners present was - **Excellent**
 - b. Active to Improve – the consensus of the Commissioners present was – **Good**
 - c. Applies Knowledge - the consensus of the Commissioners present was - **Excellent**
4. Leadership Skills
 - a. Sets and Enforces Standards – the consensus of the Commissioners present was - **Excellent**
 - b. Motivates Subordinates - the consensus of the Commissioners present was - **Excellent**
 - c. Works Well With Others - the consensus of the Commissioners present was - **Excellent**
 - d. Fosters Teamwork - the consensus of the Commissioners present was - **Excellent**
 - e. Displays Imitative - the consensus of the Commissioners present was - **Excellent**
5. Professional Qualities
 - a. Exhibits Loyalty, Discipline, Dedication and Integrity - the consensus of the Commissioners present was - **Excellent**
 - b. Adheres to Standards - the consensus of the Commissioners present was - **Excellent**
 - c. Accepts Personal Responsibility - the consensus of the Commissioners present was - **Excellent**
6. Organizational Skills
 - a. Plans, Coordinates, Schedules and Uses Resources Effectively - the consensus of the Commissioners present was - **Excellent**
 - b. Schedules Work for Self and Others Equitability and Effectively - the consensus of the Commissioners present was - **Excellent**
 - c. Anticipates and Solves Problems - the consensus of the Commissioners present was - **Excellent**
 - d. Meets Suspense Dates – **can't evaluate at this time**
7. Judgment & Direction
 - a. Makes Timely and Accurate Decisions - the consensus of the Commissioners present was - **Excellent**

- b. Emphasizes logic in decision making – **can't evaluate at this time**
 - c. Retains Composure in Stressful Situations - the consensus of the Commissioners present was - **Excellent**
 - d. Recognizes Opportunities and Acts to Take Advantage of Them - the consensus of the Commissioners present was - **Excellent**
8. Communication Skills
- a. Listens and Speaks Effectively - the consensus of the Commissioners present was - **Excellent**
 - b. Uses the Chain of Command to Maintain Effective Communications with the VAC/WA President and Board - the consensus of the Commissioners present was - **Excellent**
9. Overall Assessment – Scale of 1 – 10
- a. The consensus of the Commissioners present was a **Score of 9**
10. Additional Assessment
- a. Needs to be reminded that he is an employee of the commission not the chairman.
 - b. Needs to hire a VAC-A Secretary that works only for the VAC/WA
 - c. Jesus hit the road running! Everyone is pleased that the VAC is now getting more compliments than complaints. The VAC is finally getting good reviews