

Veterans Assistance Commission Officers Advisory Committee Meeting

Superintendent – Annual Review

Date: December 11, 2024

Closed Session – 1844 hours – 1950 hours

Location: 555 N. Court St, Conf. Room #115, Rockford, IL

In attendance:

Terrell Lewis – President (Rock Valley AmVets #922)  
Nancy Clark – Administrative Coordinator (VFW Post #5149)  
Eric Willard – Finance Coordinator (VVA Post #984)  
Lana McCants – Service and Personnel Coordinator (VFW Post #342)  
Gary Holmes (American Legion Post #332)  
Dave Davis (American Legion Post #1207)  
George Meissen (American Legion Post #1207)  
Reuben Hernandez (VFW Post #2955)  
Gene Schaefer (VFW Post #9759)  
Ken VanLandeghem (American Legion Post #288)  
Donald Reynolds (Marie Corps League Post #083)  
John Kline – Zoom – (Blackhawk DAV Chapter #29)  
Debra Hoover – VACWC – Secretary

A quorum was present to discuss the annual 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/I-Needs Improvement, S-Satisfactory, G-Good, E-Excellent**

1. 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 – **Excellent**
  - c. Applies Knowledge - the consensus of the Commissioners present was - **Excellent**
2. 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 - **Good**
  - c. Works Well With Others - the consensus of the Commissioners present was - **Good**
  - d. Fosters Teamwork - the consensus of the Commissioners present was - **Good**
  - e. Displays Initiative - the consensus of the Commissioners present was - **Excellent**
3. Professional Qualities
  - a. Exhibits Loyalty, Discipline, Dedication and Integrity - the consensus of the Commissioners present was - **Good**
  - b. Adheres to Standards - the consensus of the Commissioners present was - **Excellent**
  - c. Accepts Personal Responsibility - the consensus of the Commissioners present was - **Good**
4. 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 Equitably and Effectively - the consensus of the Commissioners present was - **Excellent**
  - c. Anticipates and Solves Problems - the consensus of the Commissioners present was - **Good**
  - d. Meets Suspense Dates – **Excellent**

5. Judgment & Direction
  - a. Makes Timely and Accurate Decisions - the consensus of the Commissioners present was - **Excellent**
  - b. Emphasizes logic in decision making – **Excellent**
  - c. Retains Composure in Stressful Situations - the consensus of the Commissioners present was - **Satisfactory**
  - d. Recognizes Opportunities and Acts to Take Advantage of Them - the consensus of the Commissioners present was - **Excellent**
6. Communication Skills
  - a. Listens and Speaks Effectively - the consensus of the Commissioners present was - **Good**
  - b. Uses the Chain of Command to Maintain Effective Communications with the VAC/WA President and Board - the consensus of the Commissioners present was - **Good**
7. Overall Assessment – Scale of 1 – 10
  - a. The consensus of the Commissioners present was a **Score of 8**
8. Additional Assessment
  - a. Should be reminded that he is an employee of the commission not an officer of the commission.
  - b. Continue to demonstrate more tact.
  - c. He has shown great improvement on working with personnel.
  - d. Commission is pleased that the VAC is continuing to get more compliments than complaints.