

Minutes
Transportation Coordinating Committee
Wednesday, October 10, 2018 - revised for next meeting date

A meeting of the Transportation Coordinating Committee was held Wednesday, October 10, 2018 at 3:00 p.m. in Conference Room A/B-- of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

Committee members in attendance included: Don Adelman, Paul Kinney, David Scribbins, Richard McKee, Lydia Metz, Stephanie Ronnfeldt and Bob Sheire

Members absent: Linda Gentes and Eric Rynes

Other attendees included: Linda Batten, Roxanne Klubertanz-Gerber and Heidi Sheire

- 1) The meeting was called to order by David Scribbins at 3:00 p.m.
- 2) Proof of Notification: Linda Batten verified the posting.
- 3) Approve Agenda:
 - Robert Sheire moved to approve the posting and agenda; Richard McKee seconded. Motion carried.
- 4) 2019 85.21 Public Hearing:
 - Chairperson David Scribbins read the public hearing information and instructions.
 - Roxanne Klubertanz-Gerber ADRC Manager reviewed the grant and budget as written
 - The hearing was opened for public input
 - Heidi Sheire states she is thankful for the program and compliments staff on what they do.
 - No further comments
 - Public hearing closed
- 5) Approval of August 8, 2018 minutes;
 - Robert Sheire Moved to approve minutes; Paul Kinney seconded. Motion carried.
- 6) Citizen Comments: none
- 7) 85.21 Grant Review and Approval:
 - Roxanne reviewed the 2019 85.21 Grant application and budget. Robert Sheire moved to approve; Richard McKee seconded. Motion carried.
- 8) 2019 Vehicle Leases review and approval.
 - Roxanne reviewed lease agreements for 2 vehicles for VARC Robert Sheire motioned to approve; Paul Kinney seconded, motion carried.
 - Reviewed 2019 lease for 1 vehicle for Schmitt Woodland Hills. Richard McKee moved to approve 2019 leases; Robert Sheire seconded. Motion carried.
- 9) Report on 2018 Transportation budget.
 - Roxanne reviewed current expenses and revenues. She stated that the program is over budget but revenues are higher as well. At this time she projects a small surplus for 2018.

10) Marketing updates:

- Roxanne reviewed current marketing strategies. The board discussed utilizing the WRCO community calendar and NOVA. Roxanne reported that bus information is posted on NOVA and when there are special events WRCO is also utilized.
- Board members inquired if they can post bus schedules and special activities on their own Facebook pages. Discussion was held and it was determined that they can.
- Roxanne and Linda Batten both reported that there has been free promotions for the bus offered recently with a small response.

11) COAD board member appointed for TCC review;

- Roxanne discussed that Sandra Kramer, member of the Commission on Aging and Disability board, has been nominated for the vacant COAD member position on TCC. Richard McKee motioned to approve Sandra Kramer for TCC, Robert Sheire seconded, motion carried.

12) Updates from Transportation providers;

- Discussion held with Lydia Metz regarding if Inclusa is going to replace their local transportation person. She states she will check on this and report back to the ADRC.

13) Citizen Comments; none

14) Schedule Next Meeting: The next meeting is tentatively set for March 13, 2019 at 3:00.

15) Adjourn

- Paul Kinney moved to adjourn the meeting until March 13, 2019; Robert Sheire seconded. Motion carried.

Respectfully submitted,

Linda Batten
Aging and Disability Resource Center
of Eagle Country - Richland Center Office