

**Minutes**  
**Transportation Coordinating Committee**  
**Wednesday, October 9, 2019**

A meeting of the Transportation Coordinating Committee was held Wednesday, October 9, 2019 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, David Scribbins, Eric Rynes, Stephanie Ronnfeldt, Sandra Kramer, Linda Gentes and Bob Sheire

Members absent: Richard McKee and Lydia Metz

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

- 1) The meeting was called to order by David Scribbins at 3:00 p.m.
- 2) 85.21 Public Hearing:
  - David went through the rules for the Public Hearing.
  - Sign in sheet was passed around.
  - Discussion regarding questions for need to add services for dialysis. ADRC Manager discussed that currently the service provided has been sufficient for needs.
  - ADRC Manager reviewed the grant and budget with attendees. No questions or comments received.
  - Chelsey from Independent Living Resources was present and discussed how their programs can assist with transportation and other services.

The public hearing concluded at 3:15 pm.
- 3) Proof of Notification: Linda Batten verified the posting.
- 4) Approve Agenda:
  - Bob Sheire moved to approve the posting and agenda; Eric Rynes seconded. Motion carried.
- 5) Approval of July 10, 2018 Transportation Coordinating Committee minutes:
  - Bob Sheire moved to approve minutes; Sandra Kramer seconded. Motion carried.
- 6) Review and approve 85.21 Grant:
  - Roxanne Klubertanz-Gerber ADRC Manager reviewed the 2020 85.21 Grant.
  - Roxanne discussed goals, budget, and trust fund including spending plan for the trust fund. Items included in the spending of the trust fund included: lettering of new vehicles, tires, repairs not covered by warranty, and a shelter for vehicles.
  - Motion made by Eric Rynes to approve 2020 Grant as written; Sandra Kramer seconded. Motion carried.
- 7) Review and Approve 2020 vehicle leases and MOU:
  - Roxanne reviewed leases for 2 vehicles for VARC and 1 vehicle for Schmitt Woodland Hills
  - Motion made by Robert Sheire to approve leases for VARC and Schmitt Woodland Hills as written; Linda Gentes seconded. Motion carried
  - Reviewed MOU with Pine Valley Community Village for their Medium wheel chair accessible bus.
  - Motion made by Robert Sheire to approve MOU with Pine Valley Community Village as written; Linda Gentes seconded. Motion carried.

- 8) Driver recruitment idea discussion:
- Committee members discussed getting involved in local parades.
  - Roxanne and Linda discussed recent activities including the Pizza and Volunteers event held in September.
  - Roxanne notified the board that there is now a Facebook page for HHS and we regularly post events there.
- 9) Possible change in HHS committee member:
- Stephanie Ronnfeldt discussed with the board, that due to the times of this meeting, it is hard for her to attend. She states that she regrettably feels she should resign her HHS board position for the Transportation Coordinating Committee and that she would like to recommend Darin Steinmetz from HHS take her position. Roxanne Klubertanz-Gerber discussed with the board that there is always one committee member who is a member of HHS and that after discussing the position Darin would be a good fit.
  - A motion to accept the resignation of Stephanie Ronnfeldt, ESS Manager, was made by Robert Sheire; Eric Rynes seconded. Motion carried.
  - A motion to approve Darin Steinmetz, ESS Lead, to the board beginning in 2020 was made by Eric Rynes; Robert Sheire seconded. Motion carried.
- 10) Report on 2019 Transportation Budget:
- Roxanne reviewed the current 2019 budget and stated while the program is over budget, it also has increased revenues. Currently the program is on pace to have a surplus, which would have to go into the Transportation Trust Fund.
- 11) Updates from Transportation Providers:
- Eric Rynes from Schmitt Woodland Hills, states their facilities are full. He also states they have not been providing as much transportation and that the demand for House Calls Transportation is down.
- 12) Citizen comments:
- Roxanne reported on upcoming events including the Veterans Resource Fair, Dementia Live, The Remember Project - Steering into the Skid. The ADRC will provide transportation to all of these events.
  - Linda reported that there will be a fall bus trip going to Oakwood and then Bob's Riverside in Spring Green for lunch on October 24<sup>th</sup>.
- 13) Schedule Next Meeting: The next meeting is tentatively set for February 12, 2020 at 3:00.
- 14) Adjourn
- Eric Rynes moved to adjourn the meeting until February 12, 2020; Robert Sheire seconded. Motion carried.

Respectfully submitted,

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