

Minutes
Transportation Coordinating Committee
Tuesday, October 2, 2024

A regularly scheduled meeting of the Transportation Coordinating Committee was held on Tuesday, October 2, 2024 at 3:00 p.m. via ZOOM and in Conference Room A/B - of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

Committee members in attendance included: Sandra McKittrick, Darin Steinmetz, Linda Symons, Sandra Kraemer, Cindy Riley and David Scribbins

Members absent: Jesse Nelson

Other attendees include Linda Batten, Roxanne Klubertanz-Gerber

- 1) Sandra Kraemer called the meeting to order at 3:00 p.m.
- 2) Proof of Notification: Linda Batten verified the posting.
- 3) Approve Agenda:
 - Sandra McKittrick moved to approve the posting and agenda; Linda Symons seconded. Motion carried.
- 4) Approval of July 2, 2024 Transportation Coordinating Committee minutes:
 - Sandra McKittrick moved to approve minutes; Linda Symons seconded. Motion carried.
- 5) Citizen Comment:
 - Sandra Kraemer reported of upcoming events at the Legion.
- 6) Report on 2024 Transportation Budget:
 - Roxanne reviewed the current budget and utilization. Currently the program is over budget but also has had increased revenues to cover any overages. Currently she expects there will be a modest surplus at the end of the year.
- 7) Report on 2025 Transportation Budget:
 - The final budget is scheduled to go to County board on 10/29/2024.
 - Currently there are no concerns about the 2025 budget. The program should be able to continue services as it has been.
- 8) Review and Approve 2025 Transportation Lease and MOU:
 - Roxanne reviewed the 2025 lease for the Schmitt Woodland Hills vehicle
 - Roxanne reviewed the 2025 MOU for the Pine Valley Community Village vehicle.
 - Linda Symons moved to approve the 2025 MOU and Lease; Sandra McKittrick seconded the motion. Motion carried
- 9) Review and Approve 2025 85.21 grant application:
 - Roxanne reviewed the 2025 85.21 grant application for the committee, including purpose, budget and how the grant is utilized. Linda Symons moved to approve the 2025 85.21 grant application as written; Seconded by Sandra McKittrick. Motion Carried.

10) Board member resignation:

- Jeremy Walsh from Schmitt Woodland hills has changed positions within the organization and is resigning his position on the committee. Stated that he recommends Eric Rynes to replace him. Roxanne reviewed that Eric will need to send a letter of interest to her which will be addressed at the next committee meeting. Motion made by Sandra McKittrick to accept resignation of Jeremy Walsh; seconded by Linda Symons. Motion carried.

11) Updates from Transportation Providers

- Jeremy Walsh reported that they have had repairs completed to the leased vehicle and they are using the bus again.

12) Schedule Next Meeting: tentatively February 5, 2025 at 3:00 pm.

13) Adjourn

- David Scribbins moved to adjourn the meeting until February 5, 2025; Cindy Riley seconded. Motion carried.

Respectfully submitted,

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