Transportation Coordinating Committee Meeting Minutes

DATE 12/12/24

Board Members Present: Cheri Gibeaut, Nancy Charles, Laird Dickson, Tim Jozwiak
Board Members Absent: Dave Matijevich
Agency Partners: Jan Krueger, Steve Moore, Brandon Enck

1. Call to Order	Cheri the meeting to order at 9:06 A.M.
2. Pledge of Allegiance	Cheri led the group in the pledge of allegiance.
3. Review and Approve Agenda	Nancy made a motion to approve the agenda Laird seconded the motion. Motion passed
4. Committee Member Welcome and Introduction	All members introduced themselves and provided a connection to the committee or department.
5. Citizen Comments	None
6. Minutes of Last Meeting	Tim made a motion to approve the minutes. Laird seconded the motion. Motion Passed
7. Transportation Program – Specialist Report a) Quarterly Reports b) Service Delivery	Jan explained the 85.21 and 53.10 quarterly reports. Outlining the need to report to DOT on a quarterly and annual basis. Explained the difference between 85.21 and 53.10. A copy of the reports was shared. Steve reported that maintenance has been fairly good. A few cold days have created a few issues but nothing major. Vans are holding up well. Ridership remains about the same. Madison medical visits keep us busy. Berlin has also picked up in that direction. General appointment time is recommended between 8:30 and 2 pm. Monday and Wednesday are busy days. Discussion on Volunteer drivers and the need for the services. Encouraged the committee to spread the word about the need for volunteer drivers. Discussion on insurance for volunteer drivers. Volunteers need to assess insurance needs. If they are required to have a rider or extra cost then they can ask the committee for a stipend or grant to help cover the cost of additional insurance to volunteer. Administration looked into our county policy and the insurance company did not have a rider that blankly covers volunteers. Discussion on a high level of need for transportation – up to 3 rides a week for any person. Budda Box discussion on billing for transportation.
8. 85.21 Application	Review of the 85.21 Application. Discussion on process and computer system changes. Discussion on program services and budget. Laird made a motion to approve the 85.21 application as presented and to submit it to the DOT. Nancy seconded the motion. Motion passed.
9. Transportation needs of the community – discussion only.	Nothing presented
10. Veteran Service Officer Report	Brandon represented the CVSO. Expecting the demand and need for service will increase. The new Eastside VA may increase demand in that area.
11. Schedule the Next Meeting Date	March 27th, 2025, at 9 am
12. Motion to Adjourn	Tim made a motion to adjourn the meeting. Laird seconded the motion. Cheri adjourned the meeting at 10:12 A.M.

Minutes Submitted by: Jan Krueger (Drafted 12/12/24)