

Transportation Coordinating Committee Meeting Minutes

DATE 12/4/2025

Board Members Present: Cheri Gibeaut, Nancy Charles, Tim Jozwiak, Margaret Fladvid, Laird Dickson

Board Members Absent: None

Agency Partners: Jan Krueger, Steve Moore

1. Call to Order	Cheri called the meeting to order at 9:01 A.M.
2. Pledge of Allegiance	Cheri led the group in the Pledge of Allegiance.
3. Review and Approve Agenda	Tim made a motion to approve the agenda, and Laird seconded the motion. Motion passed
4. Citizen Comment	None
5. Minutes of Last Meeting	Nancy made a motion to approve the Minutes of the last meeting. Laird seconded the motion. Motion passed
6. 85.21 – 2026 Application	Reviewed application process and documents. Reviewed public hearing and feedback. Review draft 85.21-2026 Application. Discussion Laird made a motion to approve the 85.21-2026 Application and submit it to WIDOT. Nancy seconded the motion. Motion approved.
7. DVA Grant Application	Review of data submitted for the DVA grant application.
8. 53.10 Cycle 49 Van	Update and Upgrades to the van. Discussion Cycle 49 Van Federal 62,146 County Match at 20,715 (25%) Total van price 82,861. Upgrades – enhances 2300 - 1000 lb. lift 1895 - Stainless Steel Running Boards 295 - Grab Handel Large 685 - Remote Start Total: 5175 3 row fold-away seat = 2295 - won't be able to do this right now. 4624 for upgrades in the trust and 1500 for wrap in trust. Will have to decrease the wrap on the van to get the upgrades that are needed.
9. Transportation Program – Specialist Report a) Quarterly Reports b) Service Delivery	Jan explained the 85.21 and 53.10 2nd quarter reports. Outlining the need to report to DOT on a quarterly and annual basis. Discussed the added notes about the condition of vehicles and mileage. A copy of the reports was shared. Discussion. Steve reported on the service delivery. – Madison transportation is increasing, usually going at least 1x a day and sometimes going to Madison several times a day. Going to Eastpark Madison more. December is really busy. Rides are at capacity. Calls on a daily basis for new riders.
10. Transportation needs of the community – discussion only.	Discussion on volunteer drivers. Need for more. They do get mileage reimbursement or can be trained to drive one of our vehicles. Tim wanted to share a special thank-you to the drivers and staff for their work in keeping community transportation running. He really appreciates the driver's dedication and the work placed into grant writing and maintaining the data for the program.
11. Veteran Service Officer Report	Not present today.
12. Schedule the Next Meeting Date	March 12, 2026, at 9 am
13. Motion to Adjourn	Tim made a motion to adjourn the meeting. Laird seconded the motion. Cheri adjourned the meeting at 10:23 A.M.

Minutes Submitted by: Jan Krueger (Drafted 12/4/25)