

Transportation Coordinating Committee
May 5, 2016
Meeting Minutes

The meeting was called to order at 4:05 PM by Chair Don Weiss.

Roll Call; Introductions and Welcome

Present: Jim Baumann, Shirley Fessler, Roy Krizizke, Melissa Lyon, Jim Muenzenmeyer, and Don Weiss

Also Present: Linda Grider, Mobility Manager and Cathy Ley, Director-ADRC of the Lakeshore

Excused: Frank Hlinak, David Osterloth, Steve Roekle, Melodie Wiensch, and Colleen Wisnicky

Motion by Jim Muenzenmeyer, second by Shirley Fessler, to approve the minutes of the previous meeting held on November 18, 2016. Motion carried.

Motion by Roy Krizizke, second by Jim Baumann, to approve the agenda as printed. Motion carried.

Correspondence: Linda Grider shared the content of an email received on February 26, 2016 from Nicholas Musson, Associate Transportation Planner with East Central Wisconsin Regional Planning Commission regarding the mobility management study that he conducted for Waupaca County. In his study an inclusive description of the volunteer transportation program(s) and pictures of Manitowoc County's 5310 vehicles were provided. Grider also shared correspondence taking place between herself and the Outagamie County Mobility Manager and her assistance with sharing knowledge in expanding the *Make the Ride Happen* to include 5310 vehicles, maintenance plans, trip predication, etc.

Public Comment: None

Cathy Ley explained the job duties of the newly created role within the Aging & Disability Resource Center of the Lakeshore: Kim Novak is the department's Business Services Manager. Novak will oversee the reporting processes for the ADRC of the Lakeshore. Novak will be attending future TCC meetings.

County Executive Appointments: Shirley Fessler, Melissa Lyon, and David Osterloth. This three-year appointment; expiring April 2019, was confirmed by the County Board of Supervisors. Thank you for your service on the TCC.

Grider distributed the 2016 1st Qtr. Section 5310 Ridership Report and provided a detailed explanation of the data depicted within the report. The Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program utilizes federal and state funds for capital and operating projects that improve the mobility of seniors and individuals with disabilities.

The *2016 1st Qtr. S.85.21 Ridership Report* was distributed and a detailed explanation regarding the date depicted within the report was provided by Grider. The County Elderly and Disabled Transportation Assistance program provides counties with financial assistance to provide transportation services to seniors and individuals with disabilities.

Ley provided explanation as to why the *2016 1st Qtr Mobility Management Reports* were not being distributed at this time. The report form submitted by the Mobility Manager may need to be changed to reflect additional Federal reporting requirements; WisDOT will provide a template of this report as soon as completed. Grider explained that the New Freedom/Section 5310 Program reports consist of two components: 1) Quarterly Requisition for the expenses associated with the Mobility Management Project and 2) Quarterly Service Measures Report regarding services provided by the Mobility Management Project.

Purchase of transportation vehicle; Ley explained that the ADRC of the Lakeshore has excess funds in the trust fund which needed to be spent down. She described the competitive bidding process that she followed to purchase two vehicles. A Chevrolet Equinox was purchased for \$25,470.00 to be kept in Kewaunee County for meals-on-wheels delivery and transportation purposes. A Chevrolet Malibu was purchased for \$24,576 to be added to the Manitowoc County volunteer transportation fleet.

Next meeting will take place near the end of August – 1st week in September.

There being no other business, Roy Krizizke made motion to adjourn the meeting, second by Jim Baumann. Motion carried.

Meeting adjourned at 4:38 PM.

Respectfully submitted

Linda Grider, Mobility Manager