

Transportation Coordinating Committee  
November 30, 2016  
Meeting Minutes

The meeting was called to order at 4:15 PM by Chair Don Weiss.

Roll Call

Present: Jim Baumann, Shirley Fessler, Roy Krizizke, Melissa Lyon, Jim Muenzenmeyer, David Osterloth, Steve Roekle, Don Weiss, and Colleen Wisnicky

Also Present: Linda Grider, Mobility Manager; Kim Novak, Business Services Manager -ADRC of the Lakeshore; and Cathy Ley, Director – ADRC of the Lakeshore

Excused: Frank Hlinak and Melodie Wiensch

Motion by Jim Baumann, second by Roy Krizizke, to approve the minutes of the previous meeting held on October 11, 2016. Motion carried.

The agenda was approved as printed.

Correspondence: Kim Novak shared the letter from the Wisconsin DOT approving the Section 5310 Mobility Management grant for the full amount of \$63,800 with a Local Match of \$15,948.

Public Comment: None

Grider provided a detailed explanation of the data depicted within the *2016 2nd Qtr. Mobility Management Reports*. 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. Discussion was held regarding the number of one-way trips classified as “Other”. This classification definition is for the return trip back from medical appointments to the client’s home. Some Committee members didn’t think our definition was correct. Kim Novak will check with the Wisconsin DOT to verify the correct definition. The number of customer contacts were also questioned as seeming low. Grider explained it is the number of new customers she is in contact with. It does not include current customers. Motion by Jim Baumann, second by Roy Krizizke, to approve the report as printed. Motion carried.

Grider provided an explanation of the data depicted within the *2016 3rd Qtr. Section 5310 Ridership 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. Motion by Steve Roekle, second by Shirley Fessler, to approve the report as printed. Motion carried.

The data depicted within the *2016 3rd Qtr. s.85.21 Ridership Report* was explained 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. Motion by Jim Baumann, second by Roy Krizizke, to approve the report as printed. Motion carried.

Novak provided a draft/preliminary copy of Manitowoc County's 2017 s.85.21 Specialized Transportation Assistance grant application. Novak reviewed the vehicle inventory, the Third Party Providers and the Trust Fund Spending Plan. The contract with the City of Manitowoc is in process and will be completed prior to grant submission. Novak explained the City is in the RFP process. Once they have awarded their contract we will complete our Lease contracts for the vehicles that are currently leased to Assist-to-Transport. Those leases end on 12/31/2016. Grider reviewed the four Project sections. Cathy Ley noted Bob Ziegelbauer agreed to the budget. The grant amount is for \$216,142 and the local match is \$43,228.40. Colleen Wisnicky noted a few spelling corrections. Motion made by Jim Muenzenmeyer, second by Steve Roekle to submit 2017 s.85.21 only after spelling corrections are made. Motion Carried.

Next meeting date to be determined at a later date. The meetings going forward will begin at 4:15 pm.

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

Meeting adjourned at 4:45 PM.

Respectfully submitted

Kim Novak, Business Services Manager

Manitowoc County  
s.85.21 Public Hearing Minutes  
Wednesday, November 30, 2016

The meeting was called to order at 4:05 PM by Don Weiss, TCC Chairperson.

Present: Jim Baumann, Shirley Fessler, Roy Krizizke, Melissa Lyon, Jim Muenzenmeyer, David Osterloth, Steve Roekle, Don Weiss, Colleen Wisnicky, Linda Grider, Mobility Manager, Kim Novak, Business Services Manager - ADRC of the Lakeshore, and Cathy Ley, Director - ADRC of the Lakeshore. There was zero participation from the general public in attendance to inform of the county's plan for spending s.85.21 funds or to accept comments from.

Copies of a preliminary draft application were available for public review. Novak was prepared to distribute copies of the draft 2017 application for Specialized Transportation Assistance Program. Novak and Grider were prepared to address the s.85.21 budget summary and discussed the four projects funded by s.85.21 grant monies.

Grider intended to explain that the most recent relevant census and statistical data/projections from the U.S. Census Bureau and the Wisconsin Department of Administration form the basis of county allocations. Manitowoc County's 2017 allocation of s.85.21 aid is \$216,142. The local match requirement is \$43,228.40. Each county is allocated a share of the annual s.85.21 appropriate proportionate to its share of total statewide population of elderly persons and persons with disabilities.

Public Comment: None

There being no other business, the public hearing came to a close.

Public hearing meeting adjourned at 4:15 PM.

Next public hearing to be held prior to submission of 2018 s. 85.21 grant application.

Respectfully submitted

Kim Novak, Business Services Manager