

WAUPACA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES
Transportation Coordinating Committee Minutes
January 14, 2016

This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place, and agenda of this meeting.

Meeting called to order by Chairman Gerald Murphy at the Waupaca County Courthouse, Waupaca, WI, LL43 at 10:35 a.m.

MEMBERS PRESENT: Gerald Murphy, Kim Ebert, Ron Johnston, Carl Kietzmann, Bob Thompson, Gene Ruppert,
Dave Lowe, Janna Taylor

MEMBERS EXCUSED: Karl Schulte, Lisa Dowhen, Chad Hoerth

MEMBERS ABSENT:

OTHERS PRESENT: Leah Bjerke, Nick Musson, Jesse Cuff

PUBLIC COMMENT: None.

- I. **ADOPTION OF AGENDA:** *Motion by Bob Thompson, seconded by Carl Kietzmann to approve the agenda. Motion carried.*
- I. **ADOPTION OF THE MINUTES of November 12, 2015:** *Motion made by Carl Kietzmann, seconded by Gene Ruppert to accept minutes from November 12, 2015. Motion carried.*
- II. **VETERANS' COMMUNITY TRANSPORTATION NEEDS ASSESSMENT:** **Jesse Cuff:** Jesse mentioned that he and Nick Musson are hosting and facilitating a joint venture on Wednesday, January 20th from 10a.m. – 12p.m. at the Veterans Transportation Summit in King. They have 30 registered participants that range and represent from different counties, ADRC's, and nonprofits. They are hoping to get some more information to keep this project on track and help them to make some positive informed decisions. Jesse looks forward to reporting back to us on our March 10th meeting.
- III. **85.21 GRANT PROPOSAL:** **Leah Bjerke:** Leah advised the committee that the grant was successfully submitted and they are looking at the trust fund balance. Tripscheduler which is our current booking/accounting tool has some faults in the system. The auditors don't like it. We are looking to find a better tool to utilize for the volunteer driver program and for accounting to utilize. We need to properly research and find out what's working for other counties. Hope to have some information on this for the March 10th meeting. We are also looking into buying vehicles to be used for 85.21 funds. Maybe look into starting off with purchasing one vehicle to be used to save money on mileage reimbursement for the volunteer drivers. The volunteer drivers are reimbursed for their mileage and this could possibly reduce costs to our riders. For 2016 we could run it past the volunteer drivers and survey them.
- IV. **5310 GRANT PROPOSAL:** **Leah Bjerke:** Leah stated that for 2015 we didn't apply. We want to apply for 2016. Leah, Nick Musson, and Gene Ruppert met to a formal process in place for this grant. They want to get a handbook of what the requirements are for this grant and a check list that can be followed. The grant comes out in June and they want to get a timeline in place and nail down the process so everyone involved in the grant process knows what the expectation is and what needs to take place. They plan on presenting this to our July 2016 meeting.

V. **5304 GRANT PROPOSAL: Nick Musson:** The 5304 grant study initially started as a Waupaca County study and they looked at hiring a Mobility Manager. The scope of the project grew and has now expanded to 7 counties. It was originally a 6 month project but now the timeline had to be extended. Currently Waupaca, Waushara, and Shawano counties do not have a Mobility Manager. Nick hopes to be able to wrap the study up this year in the spring. Nick said that for the amount of money received in grant and resource that we've gotten out of it, it's proven to be a great use of time and money. The study itself has changed so much over time and evolved. It's proven important in being able to research on how to become more efficient and to share the resources and knowledge so that we can look at it on a regional level so we can better meet the needs and demands. In the next 15-20 years the demand is only going to become more. We need to find out what's working well and what's not working well for the counties and to be as efficient as possible and get as much information as possible.

VI. **ADJOURN:** *Motion was made to adjourn at 11:25 a.m. by Gene Ruppert and seconded by Carl Kietzmann. Motion carried.*

NEXT MEETING – At the Waupaca County Courthouse, Lower Level Room 43, on March 10, 2016 at 10:30 a.m.
Respectfully Submitted By: Janna Taylor