



MANITOWOC COUNTY TRANSPORTATION COORDINATING COMMITTEE MEETING NOTICE

DATE: Wednesday, March 16, 2022
TIME: 1:00 PM
PLACE: Manitowoc County Heritage Center
County Board Meeting Room
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chairperson Baumann
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the November 17, 2021 meeting
5. Public Comment
6. Approve 2021 4th Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
7. Review and Possible Action on Changes to Committee By-Laws
8. Correspondence
9. Next meeting date
10. Adjourn

Date: March 3, 2022

Jim Baumann, Chair

By: Kim Novak, Business Services Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Transportation Coordinating Committee
March 16, 2022
Meeting Minutes

Call to Order: The meeting was called to order March 16, 2022 at 1:01 pm by Vice Chair Dave Schmaling

Roll Call:

Present: Kara Ottum, Tim Nicholls, Deanna Genske, Dave Schmaling, and Charles Hagen. Also in attendance were Linda Grider, Mobility Manager; and Kim Novak, Business Services Manager -ADRC of the Lakeshore.

Excused: Shirley Fessler, Jim Baumann, Birgit Kelly, and Steve Roekle

Approval of Agenda as Printed: Motion by Hagen, second by Nicholls, to approve agenda as printed. Motion was passed unanimously.

Approval of November 17, 2021 Minutes: Motion by Genske, second by Hagen, to approve the minutes of the previous meeting held on November 17, 2021. Motion was passed unanimously.

Public Comment: No one from the Public was in attendance.

2021 4th Quarter Reports: Novak and Grider led the quarterly reports review. Motion made by Hagen, second by Genske, to approve the reports as printed. Motion was passed unanimously.

Review of By-Laws: By-Laws were reviewed. Committee recommended a few changes. Novak to forward the list of changes to the committee to review for correctness. ADRC Director will then forward changes to Corp Counsel for input.

Correspondence: Volunteer drive-thru appreciation invitations were sent out. Grider noted some of our volunteer drivers are with us for more than twelve years. Hagen will check if County Board would acknowledge them for their years of service. Discussion also held regarding non-english speaking transportation customers and a language translator app option to assist when needed.

Next Meeting Date: Wednesday, May 18th, 2022 at 1:00 pm.

Adjourn: There being no other business, Hagen made motion to adjourn the meeting, second by Ottum. Motion was passed unanimously. Meeting adjourned at 1:51 pm.

Respectfully submitted

Kim Novak, Business Services Manager
ADRC of the Lakeshore



MANITOWOC COUNTY TRANSPORTATION COORDINATING COMMITTEE MEETING NOTICE

DATE: Wednesday, May 18, 2022
TIME: 1:00 PM
PLACE: Manitowoc County Heritage Center
County Board Meeting Room
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Vice-Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the March 16, 2022 meeting
5. Public Comment
6. Election of Officers
7. Approve 2022 1st Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
8. Review and Approve Changes to Committee By-Laws
9. Correspondence
10. Next meeting date – August 17, 2022
11. Adjourn

Date: April 27, 2022

Dave Schmaling, Vice-Chair

By: Kim Novak, Business Services Manager

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Transportation Coordinating Committee

May 18, 2022

Meeting Minutes

Call to Order: The meeting was called to order May 18, 2022 at 1:05 pm by Secretary Shirley Fessler

Roll Call:

Present: Kara Ottum, Tim Nicholls, Cindy Neelis, Birgit Kelly, Shirley Fessler, Steve Roekle, Paul Hacker, and Don Weiss. Also in attendance were Linda Grider, Mobility Manager; Kim Novak, Business Services Manager -ADRC of the Lakeshore; and Wendy Hutterer, Director – ADRC of the Lakeshore.

Excused: Dave Schmaling, and Deanna Genske

Approval of Agenda as Printed: Motion by Hacker, second by Ottum, to approve agenda as printed. Motion was passed unanimously.

Approval of March 16, 2022 Minutes: Motion by Ottum, second by Roekle, to approve the minutes of the previous meeting held on March 16, 2022. Motion was passed unanimously.

Public Comment: No one from the Public was in attendance.

Election of Officers: Roekle made motion to nominate Fessler for Chairperson. There being no other nominations Fessler moved to close nominations and cast a unanimous vote, seconded by Ottum. Motion carried.

Ottum made motion to nominate Hacker for Vice Chairman. There being no other nominations Fessler moved to close nominations and cast a unanimous vote, seconded by Roekle. Motion carried.

Roekle made motion to nominate Schmaling for Secretary. There being no other nominations Fessler moved to close nominations and cast a unanimous vote, seconded by Hacker. Motion carried.

2022 1st Quarter Reports: Novak and Grider led the quarterly reports review. Motion made by Roekle, second by Ottum, to approve the reports as printed. Motion was passed unanimously.

Review of By-Laws: By-Laws were reviewed. Weiss made motion to approve revised By-Laws. Discussion regarding changes were conducted. Kelly seconded the motion. Motion to approve was passed unanimously.

Correspondence: None

Next Meeting Date: Wednesday, August 17th, 2022 at 1:00 pm.

Adjourn: There being no other business, Hacker made motion to adjourn the meeting, second by Weiss. Motion was passed unanimously. Meeting adjourned at 2:22 pm.

Respectfully submitted

Kim Novak, Business Services Manager
ADRC of the Lakeshore



MANITOWOC COUNTY TRANSPORTATION COORDINATING COMMITTEE MEETING NOTICE

DATE: Wednesday, August 17, 2022
TIME: 1:00 PM
PLACE: Manitowoc County Heritage Center
Education Room (basement)
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the May 18, 2022 meeting
5. Public Comment
6. 5310 Grant Applications Review
7. Approve 2022 2nd Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
8. Review Co-Pay Charge Amount
9. Correspondence
10. Next meeting date – November 16, 2022
11. Adjourn

Date: August 5, 2022

Shirley Fessler, Chairperson

By: Kim Novak, Business Services Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Transportation Coordinating Committee
August 17, 2022
Meeting Minutes

Call to Order: The meeting was called to order August 17, 2022 at 1:00 pm by Secretary Shirley Fessler.

Roll Call:

Present: Kara Ottum, Tim Nicholls, Cindy Neelis, Birgit Kelly, Shirley Fessler, Deanna Genske, Paul Hacker, and Don Weiss. Also in attendance were Linda Grider, Mobility Manager; Kim Novak, Business Services Manager -ADRC of the Lakeshore; and Wendy Hutterer, Director – ADRC of the Lakeshore.

Excused: Dave Schmaling, and Steve Roekle

Approval of Agenda as Printed: Motion by Weiss, second by Genske, to approve agenda as printed. Motion was passed unanimously.

Approval of May 18, 2022 Minutes: Motion by Hacker, second by Kelly, to approve the minutes of the previous meeting held on May 18, 2022. Motion was passed unanimously.

Public Comment: No one from the Public was in attendance. Two-way traffic was discussed by Nicholls.

5310 Grant Applications Review: Novak reviewed 5310 Mobility Management grant and 5310 Vehicle grant applications. Motion made by Genske, second by Ottum, to approve the applications as written. Motion was passed unanimously.

2022 2nd Quarter Reports: Novak and Grider led the quarterly reports review. Motion made by Weiss, second by Kelly, to approve the reports as printed. Motion was passed unanimously.

Review Co-Pay Charge Amount: Topic tabled until Roekle is present. Novak will inform everyone if a special meeting will be required to discuss this topic.

Correspondence: None

Next Meeting Date: Wednesday, November 16th, 2022 at 1:00 pm.

Adjourn: There being no other business, Weiss made motion to adjourn the meeting, second by Genske. Motion was passed unanimously. Meeting adjourned at 2:05 pm.

Respectfully submitted

Kim Novak, Business Services Manager
ADRC of the Lakeshore



MANITOWOC COUNTY TRANSPORTATION COORDINATING COMMITTEE MEETING NOTICE

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Education Room (basement)
1701 Michigan Ave., Manitowoc, WI 54220

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1. Call to order by Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the August 17, 2022 meeting
5. Public Comment
 - a. Public Hearing 85.21 Grant
 - b. Public Comment Non-Grant Related
6. s85.21 Grant Application Approval
7. Approve 2022 3rd Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
8. Review Co-Pay Charge Amount
9. Correspondence
10. Set 2023 meeting dates
11. Adjourn

Date: October 28, 2022

Shirley Fessler, Chairperson

By: Kim Novak, Business Services Manager

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Transportation Coordinating Committee
November 16, 2022
Meeting Minutes

Call to Order: The meeting was called to order November 16, 2022 at 1:02 pm by Secretary Shirley Fessler

Roll Call:

Present: Kara Ottum, Tim Nicholls, Cindy Neelis, Birgit Kelly, Shirley Fessler, Steve Roekle, Deanna Genske, Paul Hacker, and Don Weiss. Also in attendance were Linda Grider, Mobility Manager; Kim Novak, Business Services Manager -ADRC of the Lakeshore.

Excused: Dave Schmaling

Approval of Agenda as Printed: Motion by Genske, second by Weiss, to approve agenda as printed. Motion was passed unanimously.

Approval of August 17, 2022 Minutes: Motion by Weiss, second by Roekle, to approve the minutes of the previous meeting held on August 17, 2022. Motion was passed unanimously.

Public Comment:

- Public Hearing s85.21 Grant - No one from the Public was in attendance.
- Public Comment non-Grant Related - No one from the Public was in attendance.

S85.21 Grant Application Approval: Novak reviewed s85.21 Specialize Transportation grant. Motion made by Hacker, second by Fessler, to approve the application for submission. Motion was passed unanimously.

2022 3rd Quarter Reports: Novak and Grider led the quarterly reports review. Motion made by Weiss, second by Fessler, to approve the reports as printed. Motion was passed unanimously.

Review Co-Pay Charge Amount: Proposed change for Ascend and Rural Disabled project Managed Care Organization/IRIS co-payment of \$5.50 per each one-way ride to be increased to \$7.00 beginning January 1, 2023. Discussion held. Motion by Weiss, second by Hacker to approve increase. Motion was passed unanimously.

Correspondence:

- DOT communicated 2023 Mobility Management grant applications will not be funded at 100% due to lack of funds available. Discussed plan to cover costs not covered by 2023 grant. Should know grant amount approved by end of December.
- DOT communicated they did not have a vendor bid on the large buses we applied for. Suggested we utilize the DOT Small procurement process if/when we are notified of any funding allotment. Roekle noted he would help with the process.

Set 2023 Meeting Dates – Meeting dates were set for 2023

Next Meeting Date: Wednesday, March 15th, 2023 at 1:00 pm.

Adjourn: There being no other business, Roekle made motion to adjourn the meeting, second by Ottum. Motion was passed unanimously. Meeting adjourned at 2:10 pm.

Respectfully submitted

Kim Novak, Business Services Manager
ADRC of the Lakeshore