

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)
November 30, 2017

- I. Call to Order:** Chair Dean Yordi called the meeting to order at 9:00 am at HIRTA Administrative Office, 2824 104th Street, Urbandale, IA.
- II. Roll Call:**

Present: Board of Directors: Dean Yordi (Warren County), Phil Clifton (Madison County), Kim Chapman (Dallas County), Doug Cupples (Jasper County), Steve McCombs (Marion County), Lauris Olson (Story County) and Bill Zinnel (Boone County).
Employees: Julia Castillo, Executive Director, Vivian Pettengill, Administrative Assistant.
Others Present: Marge Westphal (HomeCare Services), Andrew Collings (DMAMPA/CIRTPA), Jody McCombs, Cynde Cronin (Aureon HR), Jane Borst (HomeCare Board), via phone: Sharee Huffer (Madison County Elderly Services),
- III. Approval of Agenda:** Kim Chapman moved to approve the November 30, 2017 agenda. Doug Cupples seconded. Motion carried unanimously.
- IV. Presentation by Aureon, Cynde Cronin:** Cynde Cronin from Aureon presented the different Wellmark plans and the costs.
- V. Approval of Minutes:**
 - A. October 26, 2017 Minutes
 - B. November 2, 2017 Minutes,
 - C. November 9, 2017 MinutesBill Zinnel moved to approve the October 26, 2017 Minutes, November 2, 2017 Minutes and November 9, 2017 Minutes. Doug Cupples seconded. Motion carried unanimously.
- VI. Financial Report—October 2017 Financials:** Phil Clifton moved to receive and file the October 2017 Financials. Lauris Olson seconded. Motion carried unanimously.
- VII. Action Items:**
 - A. Aureon / Benefits (Supplemental Material): Phil Clifton moved to accept the insurance as presented by Aureon. Motion carried with 6 votes yea and 1 vote nay.
 - B. RouteMatch / Customer Portal and RMPay Contract (Exhibit 1): Lauris Olson moved to approve the RouteMatch / Customer Portal and RMPay Contract. Bill Zinnel seconded. Motion carried unanimously.
 - C. Wesley Life Emergency Transportation Services Agreement (Exhibit 2): Phil Clifton moved to accept the Wesley Life Emergency Transportation Services Agreement. Steve McCombs seconded. Motion carried unanimously.
 - D. Change in Provider contract per Selective Insurance and HIRTA's Attorney (Exhibit 3): Lauris Olson suggested that we go back to the contractors to find out first what their costs would be to do this. Sharee Huffer said it would depend on the timing of the training and overtime. She asked if they could borrow the DVD's. Kim Chapman noted HIRTA needs to follow the dispute procedure in the contract. Issue was tabled.
 - E. Travel for Executive Director: IPTA Legislative Fly-in to WDC 2/21/18 to 2/22/18. Lauris Olson moved to allow the travel for Executive Director to the IPTA Legislative Fly-in to WDC 2/21/18 to 2/22/18. Bill Zinnel seconded. Motion carried unanimously.

F. FY19 Aging Resources Applications (Boone, Jasper, Marion, Story, Warren): Lauris Olson moved to accept the FY19 Aging Resources Applications (Boone, Jasper, Marion, Story, Warren). Steve McCombs seconded. Motion carried unanimously.

VIII. Executive Directors Report: Julia Castillo read the Executive Directors Report.

IX. Discussion Items:

A. Boone County Transportation Update: Julia Castillo gave an update on the status of the sale of the Boone County Transportation building.

X. Information Items:

A. CIRTPA—Andrew Collings gave an update and information on the 5 year plan and user survey.

XI. Other Items of Interest:

A. Monthly/Quarterly Report Status: All reports are done and up to date.
B. Suggestions/Comments: There were none.

XII. Public Comment: There were no public comments.

XIII. Adjournment/Next Meeting Date, January 25, 2018: Steve McCombs moved to adjourn the meeting at 10:40 am. Doug Cupples seconded. Motion carried unanimously. The next Board meeting will be January 25, 2018 at 9:00 am.

The Heart of Iowa Regional Transit Agency (HIRTA) Board of Director meetings are open to all individuals regardless of disability. Any person requiring a reasonable accommodation to participate should contact the HIRTA Office at (515) 309-9283 at least two business days prior to the Board of Directors Meeting.

Board Chair Signature

Date