

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)
February 10, 2011

I. **Call to Order**

HIRTA Board of Directors previous Chair Marvin Grace called the meeting to order at 1:02 p.m on February 10, 2011, at the Des Moines International Airport, Conference Room 3.

Note: Due to lack of a quorum, the January 27, 2011 meeting was rescheduled to today

II. **Roll Call**

PRESENT:

HIRTA Board of Directors: Bill Lusher, Chair (Boone County), Kim Chapman (Dallas County), Kirk Macumber (Madison County), Jim Kingery (Marion County), Wayne Clinton, Vice Chair (Story County) and Steve Wilson, Secretary/Treasurer (Warren County).

Employees: Julia Castillo, Executive Director and Brooke Ramsey, Administrative Assistant

Others Present: Patty Reed (Boone County Transportation), Marge Westphal (HomeCare Services) Theresa Erlbacher (Heartland Senior Services), Mike Nadler (Heartland Senior Services), Sheree Owens (Madison County Elderly Services), Sue Walter (Marion County Community Action), John VanDonselaar (Christian Opportunity Center Pella), Catherine Reaman-Gerdes (RRACAP Warren County), Dylan Mullinex (MPO/CIRTPA), Marvin Grace, Previous Board Chair (Warren County), Bob Ockerman, Previous Board Secretary/Treasurer (Dallas County).

HIRTA Board of Directors, Not in attendance: Joe Brock (Jasper County)

III. **Approval of February 10, 2011 Agenda**

Marvin Grace moved to approve the agenda, as revised, to move Action Items D and E to A and B. Second by Bill Lusher. Motion unanimously carried.

IV: **Approval of December 16, 2010 Minutes**

Wayne moved to approve the December 10, 2011 Minutes as presented. Second by Bob Ockerman. Motion unanimously carried.

V. **Seat New Board**

At 1:02p.m. Marvin Grace moved the old board was relieved of its duties. New board was seated.

VI. **Election of New Officers**

Seating of new officers began at 1:12 p.m. The nominating committee consisting of Wayne Clinton, Bill Lusher and Kirk Macumber nominated Bill Lusher as Chair, Wayne Clinton as Vice-Chair and Steve Wilson as Treasurer. Bill Lusher mad a motion to accept the Nominating Committees slate of officers. Second by Kirk Macumber. Motion unanimously carried

VII. **Executive Directors Report** (Julia Castillo)

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)

VIII. **Action Items**

A. **Story County Storage Facility** (Bill Lusher) (Feasibility Study – **Exhibit 3**)

Wayne Clinton moved to authorize the Story County Transit Facility Committee and Julia Castillo, work with CIRTPA on a new feasibility study and continue to move forward on this project. Second by Steve Wilson.

AYE: Bill Lusher, Wayne Clinton, Steve Wilson, Jim Kingery, Kirk Macumber

NAY:

ABSTAIN: Kim Chapman

MOTION CARRIED

B. **Mobility Management Coordinator Position**

Wayne Clinton moved to authorize the Executive Director to work with the MPO to understand the feasibility of how HIRTA would serve in this capacity. Second by Kirk Macumber. Motion unanimously carried.

C. **Authorize Chair to Sign Agreement #57-X008-110-11** for the projects (Boone to Des Moines Medical Transportation and Ames to Iowa City) from July 1, 2010 thru September 30, 2011 (**Exhibit 1**)

Steve Wilson moved to authorize Chair Bill Lusher to sign the agreement. Second by Wayne Clinton. Motion unanimously carried.

D. **Training/Travel Request for Executive Director**

• **IPTA Legislative Conference and Day at the Capitol**

Kirk Macumber moved to approve the HIRTA Executive Director and one interested HIRTA Board Member, to register for and attend the IPTA Legislative Conference and Day at the Capitol at a cost of approximately \$125.00. Bill Lusher and Wayne Clinton agreed to split the duties as Board Representatives. Second by Steve Wilson. Motion unanimously carried.

• **NTI (National Training Institute) Course – Managing Community Mobility**

Wayne Clinton moved to approve the HIRTA Executive Director to attend the Managing Community Mobility Course in Phoenix, AZ, April 26-27, 2011 at a cost of approximately \$185.00. Second by Kirk Macumber. Motion unanimously carried.

E.) **Bank Account Signatories (Exhibit 2)**

Wayne moved to adopt the Resolution to Name Official Signatories for the Heart of Iowa Regional Transit Agency (HIRTA, Bank Accounts, as presented). Second by Steve Wilson. Motion unanimously carried

F.) **Exchange of buses between Jasper and Story Counties**

Kirk Macumber moved to approve moving bus #3325 from Jasper County and place in Story County and move bus #7630 from Story County and place in Jasper County. Second by Jim Kingery. Motion unanimously carried

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)

IX. **Discussion Items**

A. **Need to develop a HIRTA Weapons Policy**, due to the new gun law that went into effect January 1, 2011. (With option to take Action). For legal reasons, based on information received at the County level, no action was taken on this issue. Providers were instructed to not post any signs on HIRTA vehicles.

B. **Accident which totaled a Story County Bus** (With option to take Action)

Wayne Clinton moved to accept a payment of \$6347.00 from National Interstate for totaling bus #7633. Payment will be used to retain and repair the vehicle to be put back into service. Second by Kirk Macumber. Motion unanimously carried

X. **Informational Items**

A. The HIRTA office will be closed 2/21/11 in recognition of Presidents Day.

XI. **Other Items of Interest**

A. Monthly/Quarterly Report Status
HIRTA Executive Director, Julia Castillo, confirmed all reports are current.

B. Suggestions/Comments

XII. **Public Comment** – There was no public comment.

XII. **Adjournment/Next Meeting Date**: February 24, 2011, at 9:30 a.m.
Chair, Bill Lusher adjourned meeting at 2:26p.m. February 10, 2011.

The Heart of Iowa Regional Transit Agency (HIRTA) Board of Directors Meetings is open to all individuals regardless of disability. Any Person with a disability requiring a reasonable accommodation to participate in a Board of Directors Meeting should contact the HIRTA office at (515) 256-5680 at least two business days prior to the Board of Directors Meeting.

Respectfully submitted by: Julia Castillo, Executive Director

Steve Wilson
Secretary/Treasurer, Heart of Iowa Regional Transit Agency

Date

Bill Lusher
Chair, Heart of Iowa Regional Transit Agency

Date