

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)
September 28, 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), 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), Keith Kapsch (Holmes Murphy).

Not Present: Kim Chapman (Dallas County), Doug Cupples (Jasper County), and Sharee Huffer (Madison County Elderly Services).
- III. Approval of Agenda:** Lauris Olson moved to approve the September 28, 2017 agenda. Bill Zinnel seconded. Motion carried unanimously.
- IV. Approval of August 31, 2017 Minutes:** Lauris Olson moved to approve the August 31, 2017 Minutes. Bill Zinnel seconded. Motion carried unanimously.
- V. Financial Report—July 2017 Financials:** Steve McCombs moved to receive and file the July 2017 Financials. Bill Zinnel seconded. Motion carried unanimously.
- VI. Holmes Murphy – Auto/Workers Comp Insurance Renewal:** Keith Kapsch from Holmes Murphy presented the updates for both the Auto and Workers Comp Insurance Renewals.
- VII. Action Items:**
 - A. Renewal of Auto Insurance (Handouts at meeting):
 - B. Renewal of Workers Comp Insurance (Handouts at meeting: Phil Clifton moved to accept both the Auto Insurance and Workers Comp Insurance Renewals. Steve McCombs seconded. Motion carried unanimously.
 - C. Agreement with ISU Extension and Outreach-Warren County 4 R Kids (Exhibit 1): Lauris Olson moved to accept the agreement. Bill Zinnel seconded. Motion carried unanimously.
- VIII. Executive Directors Report:** Julia Castillo read the Executive Directors Report.
- IX. Discussion Items:**
 - A. Boone County Transportation update/issues: Julia Castillo gave an update
- X. Information Items:** Steve McCombs said new location for HIRTA in Marion County should be ready in about a month.

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, October 26, 2017: Bill Zinnel moved to adjourn the meeting 9:50 am. Phil Clifton seconded. Motion carried unanimously. The next Board meeting will be October 26, 2017 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