

**You are hereby notified that HIRTA Board of Directors will meet April 28, 2016  
2824 104<sup>th</sup> Street, Urbandale, IA**

Posted by \_\_\_\_\_  
Julia Castillo, Executive Director

**TENTATIVE AGENDA – Board Meeting 9:05 a.m.**

- I. HIRTA Board Meeting - Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of March 31, 2016 Minutes**
- V. Approval of February 17, 2016 Conf. Call Minutes**
- VI. Approval of March 18, 2018 Conf. Call Minutes**
- VII. Receive and File February 2016 Financial Report**
- VIII. Action Items:**
  - A. Aging Resources FY2017 and FY2018 Contract (Exhibit 1)
  - B. Story County ASSET FY2017 Contract (Exhibit 2)
  - C. City of Ames FY2017 Contract (Exhibit 3)
  - D. CROSS (County Rural Offices of Social Services) MH FY2017 Contract (Exhibit 4)
  - E. Proposed Policy / Benefits from Travel (Exhibit 5)
  - F. CyRide FY2017 rate letter (Exhibit 6)
  - G. Receive and File FY2015 HIRTA Audit (Exhibit 7)
  - H. Travel Request: Midwest Transit Conference in KC
  - I. United Way of Story County FY2017 Contract (Exhibit 8)
- IX. Executive Directors Report**
- X. Discussion Items:**
  - A. Customer Service/Trip Scheduler wage increase (with option to take action)
  - B. Boone County Transportation Financial plan
  - C. HomeCare FY17 Contract (with option to take action)
  - D. Opening Meeting law – quorum per agent/proxy
  - E. May and June Board meeting dates. (with option to take action)
- XI. Informational Items:**
- XII. Other Items of Interest**
  - A. Monthly/Quarterly Report Status
  - B. Suggestions/Comments
- XIII. Public Comment**
- XIV. Adjournment/Next Meeting Date: April 28, 2016**

## **ACTION ITEMS**

- A. Aging Resources FY2017 and FY2018 Contract (Exhibit 1)  
Contract with Aging Resources (Title IIIB funding) to HIRTA for Jasper (\$30,900), Marion (\$39,000), Story (\$41,000) and Warren (\$29,000)

REQUESTED ACTION: Approve and authorize Board Chair to sign the Aging Resources Contract for FY2017 and FY2018.

- B. Story County ASSET FY2017 Contract (Exhibit 2)  
Contract is \$106,250 Story County / \$3,000 local option

REQUESTED ACTION: Approve Story County ASSET FY2017 Contract and authorize Board Chair to sign

- C. City of Ames Contract (Exhibit 3)  
Contract is \$38,133 Ames / \$2,000 Iowa City

REQUESTED ACTION: Approve City of Ames FY2017 Contract and authorize Board Chair to sign

- D. CROSS (County Rural Offices of Social Services) MH Contract – Marion County (Exhibit 4)  
Contract is \$9 per trip / \$1.10 per mile Knoxville to Newton

REQUESTED ACTION: Approve CROSS Contract FY2017 Contract and authorize Board Chair to sign

- E. Proposed Policy / Benefits from Travel (Exhibit 5)

REQUESTED ACTION: Approve proposed Benefits from Travel policy

- F. CyRide rate letter for FY17 (Exhibit 6)  
Proposed Rates: \$14.03 (6:30am-6:00pm), \$46.53 evening/weekend  
Current Rates: \$13.56 \$45.62

REQUESTED ACTION: Approve FY2017 CyRide Rates and authorize Board Chair to sign letter

- G. Receive and File FY2015 HIRTA Audit (Exhibit 7)

REQUESTED ACTION: Approve proposed Benefits from Travel policy

- H. Travel Request: Midwest Transit Conference in KC – This is a 4 state Transit Association conference (Iowa, Kansas, Missouri and Nebraska) that takes place every 3 years. It is August 14-17, 2016, however the early registration discount ends May 31, 2016, which is why it is on the agenda so early in the year. Cost to HIRTA after fellowship is approx. \$182

REQUESTED ACTION: Approve travel request for Midwest Transit Conference for Executive Director.

- I. United Way of Story County Contract (Exhibit 8)  
Contract is 2,163 Ames / \$6,683 Story County and \$4,000 Iowa City

REQUESTED ACTION: Approve City of Ames FY2017 Contract and authorize Board Chair to sign

**Discussion Items:**

- A. Customer Service/Trip Scheduler rate increase  
Due to the added duties with the new MCO requirements, the ED recommends a pay increase for the 4 Trip Scheduler positions. For the 2 current positions increase from \$10.25 to \$11.25. For Lead scheduler increase from \$11.28 to \$12.00. Open position start at \$11/hr. Total increase to HIRTA through June 30, 2016 \$1,733 We have had some gaps in filling this position, so we have money in the budget for the increase.
- B. Boone County Transportation Financial Plan
- C. HomeCare FY17 Contract – What is needed to make a decision on the contract?
- D. Open Meeting law – new ruling on quorum per agent/proxy. How does that affect HIRTA?
- E. May Board meeting date.  
Julia will be at the CTAA Expo in Portland, OR on May 26, 2016 and at the IPTA Annual Meeting in Coralville, IA on June 23, 2016. Both fall on the 4<sup>th</sup> Thursday of the month. Discuss rescheduling.