

You are hereby notified that HIRTA Board of Directors will meet
January 28, 2016
2824 104th Street, Urbandale, IA

Posted by _____
Julia Castillo, Executive Director

TENTATIVE AGENDA – Board Meeting 9:00 a.m.

- I. **HIRTA Board Meeting - Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Approval of December, 2015 Minutes**
- V. **Approval of January 8, 2016 Conference Call Minutes**
- VI. **Receive and File November, 2015 Financial Report**
- VII. **Receive and File December, 2015 Financial Report**
- VIII. **Action Items:**
 - A. Iowa DOT SFY 20165311 Agreement 18-0031-110-16 / Contract 17307 \$998,046 (Exhibit 1)
 - B. Iowa DOT STA-SPEC-110_FY16 Contract 17805 Job Seeker program in Newton (Exhibit 2)
 - C. Appointment to MPO Primary and Alternate Representative (Exhibit 3)
 - D. Appointment to MPO TTC Primary and Alternate Representative (Exhibit 4)
 - E. Return to Work Policy (Exhibit 5)
 - F. Personnel Policy Changes (Exhibit 6)
 - G. Annual FTA Drug and Alcohol National Conference 3/22-3/24/16 in Sacramento, CA
 - H. Receive and Accept Subcontractor FY2105 Audit for Boone County Transportation (Supplemental material)
- IX. **Executive Directors Report**
- X. **Discussion Items:**
 - A. Election of 2016 Officers (With option to take action)
- XI. **Informational Items:**
 - A. Medicaid Transportation Broker Contract update
 - B. Provider 2nd Quarter Financial Reports
- XII. **Other Items of Interest**
 - A. Monthly/Quarterly Report Status
 - B. Suggestions/Comments
- XIII. **Public Comment**
- XIV. **Adjournment/Next Meeting Date:** February 25, 2016 at 9:00am

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) 309-9280 at least two business days prior to the Board of Directors Meeting.

ACTION ITEMS

A. Iowa DOT SFY 20165311 Agreement 18-0031-110-16 / Contract 17307 \$998,046 (Exhibit 1)

REQUESTED ACTION: Authorize Board Chair to sign agreement.

B. Iowa DOT STA-SPEC-110_FY16 Contract 17805 Job Seeker program in Newton (Exhibit 2)

REQUESTED ACTION: Authorize Board Chair to sign agreement.

C. Appointment to MPO Primary and Alternate Representative (Exhibit 3)

REQUESTED ACTION: Authorize Board Chair to sign letter Julia Castillo to serve as Primary and Sarah Constable to serve as Alternate

D. Appointment to MPO TTC Primary and Alternate Representative (Exhibit 4)

REQUESTED ACTION: Authorize Board Chair to sign letter Julia Castillo to serve as Primary and Sarah Constable to serve as Alternate

E. Return to Work Policy (Exhibit 5)

REQUESTED ACTION: Approve Return to Work Policy as presented

F. Personnel Policy Changes (Exhibit 6)

REQUESTED ACTION: Approve Personnel Policy changes as presented

G. Annual FTA Drug and Alcohol National Conference 3/22-3/24/16 in Sacramento, CA \$210

REQUESTED ACTION: Approve Executive Director to attend Annual FTA Drug & Alcohol Conference in Sacramento 3/21-3/25 at an approximate cost of \$210 with RTAP fellowship approval

H. Receive and Accept Subcontractor FY2105 Audit for Boone County Transportation

REQUESTED ACTION: Receive and Accept Subcontractor FY2105 Audit for Boone County Transportation