

**MEETING MINUTES**  
**Heart of Iowa Regional Transit Agency (HIRTA)**  
**October 27, 2016**

- I. Call to Order of the HIRTA Board Meeting:** HIRTA Chair Kim Chapman called the Board Meeting to Order at 9:08 am.
- II. Roll Call:**  
**PRESENT:**  
Board of Directors: Dean Yordi (Warren County), Phil Clifton (Madison County), Wayne Clinton (Story County), and Kim Chapman (Dallas County)  
Employees: Julia Castillo, Executive Director, Vivian Pettengill, Administrative Assistant  
Others Present: Marge Westphal (HomeCare Services), Jeff Kehoe (Boone County Transportation), Sharee Owens (Madison County Elderly Services), Lenne Ovona, (HomeCare Services Board), and Keith Kapsch (Holmes Murphy)
- III. Approval of Agenda:** Phil Clifton moved to approve the October 27, 2016 agenda. Wayne Clinton seconded. Motion unanimously carried.
- IV. Approval of September 22, 2016 Minutes:** Phil Clifton moved to approve the September 22, 2016 minutes. Dean Yordi seconded. Motion unanimously carried.
- V. Approval of October 5, 2016 Conference Call Minutes:** Wayne Clinton moved to approve the minutes for the October 5, 2016 Conference Call. Seconded by Dean Yordi. Motion unanimously carried.
- VI. Receive and File August 2016 Financials:** Phil Clifton moved to receive and File the August 2016 Financials. Dean Yordi seconded. Motion unanimously carried.
- VII. Presentation by Keith Kapsch from Holmes Murphy on Auto Insurance and Workers Comp:** Keith Kapsch gave his presentation on the costs for the Auto Insurance and Workers Comp insurance and answered questions.
- VIII. Action Items:**
- A. Contract 18574 \$73,766 with match \$12,573 to replace bus #6524 (Exhibit 1). Phil Clifton moved to accept Contract 18574 and for the chair to sign. Wayne Clinton seconded. Motion unanimously carried.
  - B. Contract 18540 \$222,270 with match \$33,341 to replace buses #1137, #7638, #7639 (Exhibit 2). Wayne Clinton moved to accept Contract 18540 and for the chair to sign. Seconded by Phil Clifton. Motion unanimously carried.
  - C. Contract 18532 \$142,400 with match \$28,480 to replace buses #1138, #6525 (Exhibit 3). Dean Yordi moved to accept Contract 18532 and for the chair to sign. Wayne Clinton seconded. Motion unanimously carried.
  - D. Contract 17805 Job Seeker program in Jasper County extension to July 31, 2017 (Exhibit 4). Dean Yordi moved to accept Contract 17805 and for the chair to sign. Wayne Clinton seconded. Motion unanimously carried.  
Let the record show: Chair Kim Chapman thinks it was a screwy way to change the contract and Wayne Clinton agreed.
  - E. Boys and Girls Club of Story County Contract (Exhibit 5). Phil Clifton moved to accept the Boys and Girls Club of Story County Contract and for the chair to sign. Dean Yordi seconded. Motion unanimously carried.

- IX. Executive Directors Report:** Julia Castillo read the Executive Directors Report.
- X. Discussion Items:** The next meeting will be December 8, 2016 at 9:00 am for the November/December meeting.
- XI. Informational Items:** Julia Castillo reported for Andrew Collings from MPO/CIRTPA that there is a meeting on November 2.
- XII. Other Items of Interest:**
  - A. Monthly/Quarterly Report Status:** Are all done
  - B. Suggestions/Comments:** There were none
- XIII. Public Comment:** There were none
- XIV. Adjournment/Next Meeting Date:** Wayne Clinton made motion to adjourn and Dean Yordi seconded. Motion unanimously carried. Meeting adjourned at 10:10 am.

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HIRTA Board Chair

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Date