

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)
August 23, 2018

- I. Call to Order:** Chair Dean Yordi called the meeting to order at 9:03 am at HIRTA Administrative Office, 2824 104th Street, Urbandale, IA.
- II. Roll Call:**
Present: Board of Directors: Dean Yordi, Kim Chapman, Phil Clifton, and Steve McCombs
Via Phone: Lauris Olson, Bill Zinnel and Doug Cupples
Employees: Julia Castillo, Executive Director and Vivian Pettengill, Administrative Assistant
Others: Marge Westphal
- III. Approval of Agenda:** Kim Chapman moved to approve the August 23, 2018 Agenda. Phil Clifton seconded. Motion carried unanimously.
- IV. Approval of Minutes for July 26, 2018:** Lauris Olson moved to approve the July 26, 2018 minutes. Bill Zinnel seconded. Motion carried unanimously.
- V. Financial Report:** No action taken since this was the preliminary report.
- VI. Action Items:**
 - A. Jasper County Lease Contract (Exhibit 1):** Phil Clifton moved to approve the Jasper County Lease Contract once the documentation to waive the rent payment for FY2019 has been added. Kim Chapman seconded. Motion carried unanimously.
- VII. Executive Directors Report:** Julia Castillo read the Executive Directors Report.
- VIII. Discussion Items:** There were none.
- IX. Information Items:**
 - A. Vehicle Insurance:** Selective Insurance is dropping us, and we are in the process of looking into other companies before the October renewal.
 - B. CIRTPA:** No update given.
- X. Other Items of Interest:**
 - A. Monthly/Quarterly Report Status:** All up to date.
 - B. Suggestions/Comments:** Steve McCombs and Doug Cupples had a question about trip scheduling that will be followed up on after the meeting. There will be further discussion at the next meeting of the letter given by HomeCare Services, Inc.
- XI. Public Comments:** There were none.
- XII. Adjournment/Next Meeting Date:** Phil Clifton moved to adjourn the meeting at 9:34 am. Doug Cupples seconded. Motion carried unanimously. The next Board meeting will be September 27, 2018 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