

MEETING MINUTES
Heart of Iowa Regional Transit Agency (HIRTA)
December 20, 2018

- I. Call to Order:** Chair, Dean Yordi called the meeting to order at 9:04 am at HIRTA Administrative Office, 2824 104th Street, Urbandale, IA
- II. Roll Call:**
Present: Board of Directors: Dean Yordi, Kim Chapman, Phil Clifton, Steve McCombs, Lauris Olson, Bill Zinnel and Doug Cupples.
Employees: Julia Castillo, Executive Director
Others: Andrew Collings
- III. Approval of Agenda:** Lauris Olson moved to approve the December 20, 2018 Agenda. Doug Cupples seconded. Motion carried unanimously.
- IV. Approval of Minutes:** Lauris Olson moved to approve the November 29, 2018 Minutes. Bill Zinnel seconded. Motion carried unanimously.
- V. Financial Report** Phil Clifton moved to Receive and File financial report. Steve McCombs seconded. Motion carried unanimously.
- VI. Action Items:**
A. **Personnel Policy updates (Exhibit 1):** Bill Zinnel made motion to accept personnel policy as presented, . Lauris Olson seconded. Motion unanimously carried
- VII. Executive Directors Report:** None.
- VIII. Discussion Items:**
A. **Business Growth Plan (with option to take action):** Discussed if HIRTA should move to direct service in Dallas and Madison County, or solicit an RFP to seek third party vendor to provide services on behalf of HIRTA. Comments were received from both the Board members and those in attendance. Service providers in attendance expressed current barriers and obstacles. City of Adel and HomeCare board expressed support in continuing to contract with HomeCare for transit services.
- Bill Zinnel made motion to have HIRTA do direct service in Dallas and Madison County beginning 7/1/19. Motion not seconded; Motion failed.
- This item will be an Action item at the January HIRTA board meeting.
- IX. Information Items:**
A. **CIRTPA** – Andrew Collings gave update
- X. Other Items of Interest:**
A. **Monthly/Quarterly Report Status:** All are completed.
B. **Suggestions/Comments:** There were none.
- XI. Public Comment:** There were none.
- XII. Adjournment/Next Meeting Date:** Kim Chapman moved to adjourn the meeting at 10:57 am Doug Cupples seconded. Motion carried unanimously. The next Board meeting will be January 24, 2019 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