

Delaware County Transit Action Group (TAG)  
Tuesday, February 8, 202 8:30am-10:30am  
ECIA Zoom Meeting

Meeting Minutes

**Present:** Shirley Helmrichs (Delaware County Board of Supervisors), Leann Herman (RFH), Heather Hansel (Unlimited Services), Kristen Rickey (WDCCSSD), Peggy Petlon (CS/MHDS), Amanda Dupont (RTA), Mike Mellon (Imagine the Possibilities)

**Introductions & Agency updates:**

Peggy Petlon, CS/MHDS- has expanded services, such as transportation services to the Access Centers. Working on Step Down Beds; there will be shelter beds available in Dubuque, Cedar Rapids and Iowa City. This will help transition individuals from a hospital bed, to a shelter bed and establish services to support the individual's success. Manchester has utilized a crisis bed, for hospital staff to utilize for those who are in need. A Law Enforcement Liasson will be hired to support the Sherriff's Department for crisis calls. Would like to see an increase in volunteer drivers in Delaware co.

Dr Kristen Rickey –

Heather Hansel, Unlimited Services –

Leann Herman, RFH – does a lot of patient outreach. Unity Point has required all employees to get vaccinated. Administration meets almost daily on COVID as the cases are increasing again.

**Agenda item #1:** Meeting Dates and Times

- a. Next meetings
  - a. Tuesday, May 10, 2022; 8:30-10:30
  - b. Tuesday, August 9, 2022; 8:30–10:30
  - c. All County Meeting- Wednesday, December 7, 2022 9:00-11:00
- b. Amanda had sent out calendar requests for May, August and December. If you've not receive these calendar requests, please connect with Amanda at [adupont@ecia.org](mailto:adupont@ecia.org) or 563.690.61.

**Agenda item #2:** Discussion TAG

- a. The goal of Delaware Co TAG is specific for Delaware Co and the transit needs of the overall county. It was brought up that due to no financial barring, is there a need for a formal board? Is voting necessary?

- b. It's been found to be helpful to have a Chair and Vice Chair and goals.
  - a. Currently, Peggy Petlon is listed as Chair with Donna Boss being listed as Vice Chair. The group agreed, to keep this the same.
- c. Amanda will stay in the "secretarial role" to record meetings and share minutes.
- d. Amanda explained what is happening the other counties and the vision coming from the FTA and DOT, which is produce some action items from the TAG groups in each county. TAG is more of an advisory group for the RTA Board and will be asked to report to the RTA board throughout the year.
- e. Amanda shared the TAG action plan and shared the idea of doing a survey, sent out to the TAG members for feedback.
- f. Roughly 20 people are on the list, who are invited to the Delaware Co TAG group.

**Agenda item #3:** Grants Updates

- a. a. AIMS-
  - i. Contracts are signed and kickoff meeting happened with vendor to update dispatching software and website. Key additions are portals for agency partners and general public to create efficiencies when requesting rides. A notification system will also be established; riders will rec a text/call/email notification of when their ride will be coming, delayed and/or canceled. Riders will also be able to cancel their ride by replying back. Goal to cut back on call volume, create efficiencies and free up staff time to focus on other areas.
  - ii. Project is on a grant timeline, with the goal have implementation at the end of April.
- b. United Way-
  - i. Supports Rides to Wellness- rides that are not covered by another funding source. Goal to use funding to fill gaps from the Disabilities Grant from earlier 2021.
  - ii. In the process of writing this grant, due next week and is a two year grant cycle. Amanda will provide updates.

**Agenda item #4:** Bylaw Review

- a. IS there a need for bylaws with no budget items that need to be approved?
- b. Do we really need a voting board? Can we move forward with a chair and vice chair?- The overall goal is for RTA to be able to attend all events and fill gaps with transit in a rural area.
- c. Who else can we invite, who doesn't need to be a voting member

**Agenda item #5:** Setting Goals for 2022

- a. Looking for more clarification on what the goal of the group is and how do we move forward.
- b. Volunteer drivers
- c. Who else should be invited?

**Other topics for discussion:**

Amanda will send out a survey to provide clarification on direction.

**Next meeting:**

Tuesday, May 10, 2022; 8:30-10:30