

Dubuque County Transit Action Group (TAG)  
Tuesday, February 1, 202 11:00am--1:00pm  
ECIA Zoom Meeting

Meeting Minutes

**Present:** Michelle Schmit (Hills and Dales), Kara Huss (Hills and Dales), Carol Gebhart (Opening Doors), Harley Potoff (Dub Co Supervisors), Ann Morris (CCHC), Greg Zars (NEIAAA), Stacie Spears (NEIAAA), Jason White (GDDC), Paula Paider Licht (United Way), Ann (Unified Therapy), Jason Rubel (Voc Rehab), Ron Axtell (HACAP), Bill Stumpf (Community Member/Consumer Advocate), Ann McDonough (Dub Co Supervisors), Jenny Schrobilgen (EIRHA), Margee Woodyard (Goodwill), Ann Williams (Dubuque Co and East Central Region)

**Introductions:**

**Agenda item #2:** Meeting Dates and Times

- a. Next meetings
  - a. Tuesday, May 3, 2022; 11:00-1:00
  - b. Tuesday, August 2, 2022; 11:00-1:00
  - 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 #3:** Discussion TAG

- a. Michelle asked anyone who is interested to voice interest in the Chair or Vice Chair role.
  - a. Chair role is to lead the meetings, provide support to RTA, attend side committee meetings.
- b. The goal of Dubuque Co TAG is specific for Dubuque Co and the transit needs of the overall county. RTA's role is to convene, not to lead.
- c. It's been found to be helpful to have a Chair and Vice Chair and goals.
- d. Amanda will stay in the "secretarial role" to record meetings and share minutes.
- e. Reviewing the formal vs informal process

**Agenda item #4:** Agency Updates

- a. Opening Doors- very busy and starting to see pre covid trends
- b. Crescent Community Health- opened up Quick Care Unit and has done well. Utilize Rides to Wellness with RTA to support many clients.

- c. GDDC- working on a volunteer driver program to help people get to work or training, to increase employment.
- d. United Way- Open grant process for non profits in the 10 county coverage area. Closing date is Friday, February 11<sup>th</sup>.
- e. Unified Therapy- working with the City of Dubuque and their Aging in Place Grant
- f. HACAP- Liheap season is still open and entering into VITA- tax season.

**Agenda item #5:** Grant Updates

- 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. No cost rides for anyone under 15- working with Hoover to fill a gap for families who are too close to school for transportation. RTA has been able to provide an additional 30 or so rides. Looking for a resource to provide some financial support and offset COVID funds.
- c. 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 #6:** Review Bylaws/Discussion

- a. Goal of the group- where would the group like this group to go? Are we a advisory group to talk about goals, barriers and keep it informal? Or do we bring a formality with the bylaws and voting members? Michelle wants to make sure the group/meeting stays open to anyone who wants to attend.
- b. Bill mentioned how well he's seen TAG grow and would like to see more consumer involvement.
- c. Margee said she'd like the group to be what ECIA and Dub county needs it to be. Be a support to the county and agreed to have more consumer involvement.

- d. Amanda reiterated the goal from RTA's point of view. For TAG to be an advisory group and is Dubuque County's group and how can Amanda be a support to dig deeper to achieve goals and fill gaps in Dubuque Co.
- e. Chandra reiterated needing the support of TAG to give direction to RTA Board.
- f. Amanda shared the Action Plan to help the group produce measurable action items.
- g. Margee asked about being a proxy vs being a non voting member. Amanda is unsure as to how the list was generated.
- h. Amanda will send out another copy of the bylaws with a survey to get a better feel of the direction TAG would like to go.

**Agenda item #7:** Goal Setting for 2022

- a. Consumer involvement
- b. Utilizing the Action Plan as a guide.
- c. Asking a representative attend RTA Board quarterly, to share an update.

**Other topics for discussion:**

Amanda will send out a survey.

**Next meeting:**

Tuesday, May 3, 2022; 11:00-1:00