

Jackson County Transit Action Group (TAG)  
Thursday, February 3, 202 11:00am-1:00pm  
ECIA Zoom Meeting

Meeting Minutes

**Present:** Ronelle Clark (HACAP), Sally Davies (Clover Ridge), Pam (JCRHC), Michelle Huseman (EIRHA), Amanda Dupont (RTA), Mike Steines (JC BOS), Chandra Ravada (RTA), Dave Heir (JCA), Ted Strait (Farmers Market)

**Introductions:**

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

- a. Ronelle questioned low attendance due to another community meeting taking place on the same day and time.
  - a. Amanda will send out a survey, requesting input on dates and times.
- b. Next meetings
  - a. Thursday, May 5, 2022; 11:00-1:00
  - b. Thursday, August 4, 2022; 11:00-1:00
  - c. All County Meeting- Wednesday, December 7, 2022 9:00-11:00
- c. 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. The goal of Jackson Co TAG is specific for Jackson Co and the transit needs of the overall county.
- b. It's been found to be helpful to have a Chair and Vice Chair and goals.
  - a. Currently, Ronelle Clark is listed as Chair and is open to anyone interested in stepping in.
- c. Amanda will stay in the "secretarial role" to record meetings and share minutes.

**Agenda item #4:** Agency Updates

- a. NA

**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. 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. Drafted in Aug 2021, goal to review and update on an annual basis.

b. The question was brought up as far as if there are enough members present to vote.

c. Amanda explained the goal of TAG, who is a voting member vs non voting member, etc.

d. Shared that we do not want to lose out on information sharing if enough board members are not present.

e. Amanda reiterate that TAG is an advisory group and asked how formal Jackson Co would like their TAG group to be.

f. RTA would like to have a rep from TAG present each quarter to the RTA BOD and share what's going on in Jackson Co.

g. Amanda suggested a survey to assess what the group would like to see moving forward and how can the group produce action items.

h. Amanda shared the Action Plan and asked for input on this tool.

i. Ronelle explained that it was explained, prior, that formality was needed and representation from various areas. Ronelle wasn't able to find the document that shared this. Ronelle shared that the goal is to raise awareness of RTA, really likes the Action Plan, how to increase ridership from Preston and Sabula, increase volunteers,

j. Chandra shared that the suggestion for structure was from the IDOT and RTA stated that they needed some technical support when decision making. Also stated that its been found for TAG to be more helpful as an advisory group for the RTA.

k. Mike would like to keep a formal process and suggested a survey.

- l. Ronelle would like to see more conversations regarding the Action Plan and implementation.
- m. Ted is able to reach out to the Chamber about sharing information to complete the Action Plan to know what opportunities are available in the community to promote RTA.
- n. Dave mentioned local radio stations for Ted with Farmer's Market and free rides.
- o. Mike commented that he felt it to be adequate to have Ronelle and the secretary present to be able to vote. And noted that it states 2 year term in the Bylaws for Chair and Vice. Also suggested moving towards voting to accept Bilaws
- p. Pam provided a second
- q. Bilaws were approved.

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

- a. Set Action Plan- next meeting, with the Chamber included.
- b. Maquoketa Farmer's Market and funding for transportation- suggested Maquoketa Community Services

**Other topics for discussion:**

Amanda will get a survey out. Ted will invite the Chamber to the next meeting.

**Next meeting:**

Thursday, May 5, 2022; 11:00-1:00