

Community Services Advisory Board Meeting Minutes
Thursday February 8th, 2018
10:00am @ JVCC Board Room
300 West 1st

Call To Order: No call to order due to no quorum present

Members Present: Whitney Bruinsma, Mark Limberg, and Louise Metz

Members Absent: Kristi Bitterman, Sonya Moller, Lisha Vandersteen, Allan Olson & Sharon Rehorst

Ex-Officio Member Present: John Doescher

Staff Present: Jessica Pickett and Amy Hurt

Agenda: No motion was made to approve the agenda due to lack of quorum

Meeting Minutes: No motion was made to approve the minutes due to lack of quorum

Transit Capital Grant: Transit was notified about funds available through the 5339 and 5310 Grant. The federal funds are available to the state and the city is then a sub grantee of the state. We used the city & transit 5 year plan to come up with needs for the grant money. We will apply for 2 new buses, mechanical equipment, new tablets, software, hand held radios, garage concrete, office computer, garage doors, and drive up window. Grant funds are 80/20, 80% is paid by the grant and the other 20% by Transit funds. The grant will be on the next City Council meeting for approval to apply & submit.

Transit Day at Legislature: February 14th will be Transit Day at Legislature. Transit will be set up in the House & Senate Lobby. They will be furnishing cookies and information on public transportation. The governor made an Executive Proclamation to declare that day "Public Transportation Day." Transit is encouraging everyone to like their Facebook event and post their favorite bus picture on Facebook with hash tag "Love My Bus," February 13th all transit directors will meet for a meeting.

Transit Scholarship: Dakota Transit Association (DTA) offered a \$500 scholarship to one Transit Employee's child that is currently enrolled in College or a Vocational Technical Institute. The participants had to write an essay on why public transportation is important in the community. Two Palace Transit drivers' sons applied, and Tim Leach, the son of Palace Transit driver Pat Leach, was chosen for the \$500 scholarship. He currently is a nursing student at DWU.

Social Media Training: Thursday February 14th any city employee that deals with social media will go through a four hour training at city hall. The purpose of this training is to show employees the best way to use social media for their departments & how to reach the community.

JVCC Community Events: The prom that was going to be held in April has been pushed back until more preparation is completed. They are thinking it may be held sometime in the fall. Dance cover charges have increased so we can book other bands from around the area. Also to coincide with Mitchell Mains Streets “Girls Night Out,” JVCC is trying to come up with a “Mans Night Out.”

Department Reports and Updates:

Palace Transit: The year to date Ridership Reports were given to the board members to look over. The report breaks down the rides by special emphasis, elderly riders, handicap riders, general public, school-age, unduplicated under 59, elderly unduplicated over 60, total riders and miles. For January we are up 579 rides and are up 1,661 on miles. For the year we are ahead on rides by 270 and miles are ahead by 1,690.

MVP: Copies were given out to the members of the MVP Monthly Coordinators Report. The monthly coordinators report shows the volunteer opportunities for the month of January. We currently have 254 volunteers and 65 work stations. We have submitted the final Progress Report and FFR for RSVP in order to relinquish the grant. New MVP volunteer applications and station MOUs were given out to the previous RSVP volunteers and stations.

Nutrition: The nutrition January reports were given to each member. We are up 1303 meals to our projections for the month of January. We sold 1222 second meals for the month of January. Coborn’s Deli Dine Card had 167 meals for January and County Fair Deli had 52 meals. For this fiscal year nutrition overall is up 10,064 meals to projection and up 6,413 meals compared to last year.

JVCC: The monthly Activities Coordinator’s Report and Calendar was given to all the members. It shows events and activities for the month of January thru February. Upcoming events include a Valentine’s Day party, Spring Fashion Show, May Day Auction & Pies Social, and a bus trip to the Tulip Festival in Orange City, Iowa.

Next Meeting Date: March 8th, 2018 at 10:00am

Adjournment: No adjournment was done due to lack of a quorum

Respectfully Submitted by:

Amy Hurt - Senior Services Coordinator / City of Mitchell Community Services Department