

**Community Services Advisory Board Meeting Minutes**  
**Thursday February 13th, 2020**  
**10:00 am @ City Hall Council Chambers**  
**612 North Main**

Call To Order: Kristi Bitterman called the February 13th, 2020 Community Services Advisory Board Meeting to order at 10:00 am.

Members Present: Kristi Bitterman, Bonnie Scott, Louise Metz, Wanda Baker, and Mark Limberg

Members Absent: Sharon Rehorst, Whitney Kroupa, and Katie Olson

Ex-Officio Member Absent: John Doescher

Staff Present: Jessica Pickett and Amy Hurt

Agenda: Motion was made by Louise Metz, second by Wanda Baker to approve the agenda. All members present voting aye, motion carried.

Meeting Minutes: Motion was made by Mark Limberg, second by Bonnie Scott to approve the January meeting minutes. All members present voting aye, motion carried.

2/13/2020 - Minutes

1. Introductions

No introductions were done, due to the new board member not present.

2. Transit 5339 Funding

Transit's 2018 request for funding for surveillance/security cameras, hardware (computers and tablet licenses), and routing software has been awarded. It will go to City Council on Tuesday February 18<sup>th</sup> for approval.

3. Saturday Service

At the last meeting the board voted to postpone considering to operate longer hours on Saturday for Avera Dialysis, until the next grant application in October. Avera contacted us and said they would pick up the cost of any loss for running from 5:30am-7:00am on Saturday mornings. The City Attorney is writing an agreement for the extended hours. Once complete we will start running the extra hours on Saturdays. We are public transportation so it will be open to the public and not just dialysis.

4. Transit Legislation

House Bill 1183 has been referred to the House of Transportation. This bill would increase the driver's license fees by \$2.00. The funds from the increase will go to transit providers to make up the lack of state funding. Local Legislators Lance Koth, Joshua Klumb, and Paul Miskimins are all sponsors of the bill.

5. New Buses

Two new 16 passenger buses arrived two weeks ago. They will be replacing two older busses. The buses will be ready to go by the end of the month

6. Health & Living Show

April 23<sup>rd</sup> is the 2020 Senior Health & Living Fair at the James Valley Community Center. So far we have 6 vendors signed up, with two of them donating to the meals that day. There will also be two presentations that day.

7. 211 Help Line

The 211 Help line launched on February 11<sup>th</sup> for Davison County. The help line is a one stop community directory. Our programs have been added to the site. Flyers and business card were handed out to board members.

**8. New Employees**

We have two new custodial employees for the James Valley Community Center. Tom is part-time thru the City of Mitchell and Ben is from Career Connections and works two times a week for two hours. We are still looking for part-time bus drivers.

**9. Citizens Input**

No citizens input to record.

**10. Department Reports And Updates**

**10.I. Palace Transit**

The year to date Ridership Report was 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, miles, and Headstart. The overall January ridership totals were up 806 rides and miles were up 1,584. The report breaks down the 5311 rides and the Headstart rides.

**10.II. Mitchell Volunteer Program**

The members of the board were given copies of the MVP Monthly Coordinators Report. The monthly coordinators report shows the volunteer opportunities for January. We currently have 253 volunteers and 66 work stations.

**10.III. Adult Nutrition**

The January Nutrition report was given to each member. We are down 499 meals to our projections for the month of January. We sold 552 second meals in January and had a total of 285 Dine Card Meals. We are down 580 meals compared to this same time last year. The Nutrition tracking program will be switching to Therap in the next couple of months.

**10.IV. James Valley Community Center**

The monthly Activities Coordinator's Report was given to all the members. It shows events, activities, and fundraisers for January thru February. The JVCC goal has been met for a new Technology Sound System, with a goal of \$6,900. Mid States Audio will be here tomorrow to look over everything. Maria & Kim recruited 20 new members since the first of the year.

**Next Meeting Date: April 9th, 2020 - There will be no meeting in March**

**Adjournment: Kristi adjourned the meeting at 10:25 am**

**Respectfully Submitted by:**

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