

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

Call To Order: Mark Limberg called the August 13th, 2020 Community Services Advisory Board Meeting to order at 10:00 am.

Members Present: Bonnie Scott, Louise Metz, Wanda Baker, Sharon Rehorst, Whitney Kroupa, and Mark Limberg

Members Absent: Kristi Bitterman

Ex-Officio Member Absent: John Doescher

Staff Present: Jessica Pickett and Amy Hurt

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

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

8/13/2020 - Minutes

1. Staffing Updates

Jessica and Mark interviewed 5 applicants for the Palace Transit Operation Supervisor position. An offer has been made & accepted. We are now waiting for the background check. There is two full time bus operator position open. Kim Burg one of the JVCC Activities Coordinators has resigned to take a position as the Assistant Director at the Indian Village. As of now we will not replace her.

2. Nutrition Funding

Board member were given a copy of the South Dakota COVID Response Funding Survey Older Americans Act Title III Programs Senior Nutrition funding application that the Board voted to apply for at the last meeting.

3. JVCC Building Repairs

After all building repairs were done, Jessica's office had mold growing around the window. After getting bids, Mitchell City Council has approved contingency funds of \$4,000 to repoint and seal the north wall of the building.

4. Reopening Plan

The Board discussed if we should stay in phase 2 or move to phase 3 in the Reopening Plan. Motion was made Bonnie Scott, second by Sharon Rehorst to amend phase 3 to coffee will not be provided, but you may bring in your own beverage. All members present voting aye, motion carried. Motion was made by Louise Metz, second by Wanda Baker to move to phase 3 in the reopening plan. All members present voting aye, motion carried.

5. JVCC Rentals

A sanitizing fee is now being charged for rentals. After each rental rooms are sanitized with sanitizing bombs, which cost \$10 each. The side rooms would be \$10 extra, but the main room would take three bombs, so it would be \$30 extra.

6. Citizens Input

No citizens input to record.

7. Department Reports And Updates

7.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 July ridership totals were down 2,483 rides and miles were down 6,628. The report breaks down the 5311 rides and the Headstart rides. Transit is currently working on getting Personal Protective Equipment for the drivers so COVID patients could be transported to dialysis, without the driver having to be quarantined.

7.II. Adult Nutrition

We are up 254 meals to our projections for the month of July. We sold 474 second meals in July and had a total of 215 Dine Card Meals. We are up 385 meals compared to this same time last year. We are currently not furnishing coffee at any of our nutrition site and all products are disposable.

7.III. Mitchell Volunteer Program

Volunteers have been making and purchasing face masks for the Mitchell Schools. We have had a great response from the volunteers.

7.IV. James Valley Community Center

A few members have been coming in for exercise and meeting friends to play cards. We currently do not have any scheduled activities.

Next Meeting Date: September 10th, 2020

Adjournment: Meeting adjourned at 10:30 am

Respectfully Submitted by:

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