

Community Services Advisory Board Meeting Minutes

Thursday September 8th, 2022

10:00am @ City Hall Council Chambers

612 North Main

Call To Order: Kristi Bitterman called the September 8th, 2022 Community Services Advisory Board Meeting to order at 10:00am

Members Present: Kristie Bitterman, Jordan Unterbrunner, Cole Morgan, Bonnie Scott, Jan Quenzer, & Al Jacklin

Members Absent: Whitney Kroupa and Tonya Klingaman

Ex-Officio Member Present: John Doescher

Staff Present: Jessica Pickett and Amy Hurt

Agenda: Motion was made by Jan Quenzer, second by Bonnie Scott to approve the agenda. All members present voting ayes, motion carried.

9/8/2022 - Minutes

1. Approve Minutes From Previous Meeting

Motion was made by Bonnie Scott second by Jordan Unterbrunner to approve the last meeting minutes. All members present voting aye, motion carried.

2. Transit Coordination Plan Update

The update shows the goals accomplished and new goals for the upcoming fiscal year. Goals of FY23 are the level of service, service hours, and staffing.

3. Transit Subrecipient Risk Assessment

Palace Transit received a low risk on the annual Transit Subrecipient Risk Assessment done by the state. The assessment determines the subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward.

4. COVID Access Grant

The James Valley Community Services received funds from the South Dakota Department of Social Services to help with senior center expenses. Funds were used for advertising, laptop, and staffing

5. State Transit Funding

Transits are asking the State for additional match funding for essential transportation for SD residents that are disabled, elderly, low income, school age, employment, dialysis, and households with a single vehicle or no vehicle. Transit directors are working with Joel Jundt, Secretary of Transportation and local legislators.

6. SD DOT 5310 Grant Funds Amendment

The City of Mitchell City Council approved the SD DOT 5310 Grant Funds Amendment for Palace Transit. The amendment extends the 5310 Grant for another year.

7. Transit Advertisers

Plains Commerce Bank is one of the newest advertisers on the exterior of the busses. The three new busses have already been spoken for when they come in, with Dakotaland Bank being a new advertiser. Floor To Ceiling would like to advertise on one side of a bus. Daily Dental, Floor To Ceiling, Mitchell Reality, and Priority Plumbing & Heating are some of the newest advertisers on the tokens.

8. Citizens Input

No citizens input to record.

9. Department Reports And Updates

9.I. Palace Transit

The year-to-date Ridership Report for June and July was given to the board members. The report breaks down the rides by special emphasis, elderly riders, handicap riders, medical rides, employment, Nutrition, Social Rec, education, shopping, general public, school age, and total rides. Ridership is increasing with miles being. The Summer Bus Pass results were handed out at the meeting showing an increase in rides and clients. With the closing of the local taxi and doing same day rides and short a couple full-time drivers, we were desperately in need of part-time bus drivers.

9.II. Mitchell Volunteer Program

We currently have 223 volunteers enrolled in the MVP Program. Report was given to members of the volunteer opportunities for July - August.

9.III. Adult Nutrition

Board members were given the July Nutrition reports. We were down 26 meals to our projections for the fiscal year and up 20 meals compare to last year at the same time. We distributed 978 second meals and 499 Dine Card Meals since June 2022, which is the start of the nutrition fiscal year. The Second Meals have picked up, but due to supply issues we are low on meals.

9.IV. James Valley Community Center

The JVCC Progress Report for July - August was given to the board members. The report shows activities that are going on at the James Valley Community Center. The report also shows fundraisers that were done for JVCC. The Fall Bus Tour is coming up in September going to Shakespeare Garden.

Next Meeting Date: October 13th, 2022

Adjournment: Meeting adjourned at 10:28

Respectfully Submitted by:

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