

Community Services Advisory Board Meeting Minutes
Thursday October 8th, 2020
10:00 am @ City Hall Council chambers
612 North Main

Mark Limber called the October 8th, 2020 Community Services Advisory Board Meeting to order at 10:00am.

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

Members Absent: Kristi Bitterman

Ex-Officio Member Present: 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 Wanda Baker to approve the September meeting minutes. All members present voting aye, motion carried.

10/8/2020 - Minutes

1. Transit Coordination Plan Update

A copy of the yearly Coordination Plan update was given to the board. This gives an update on last Fiscal Year goals and any new goals for the coming Fiscal Year. Due to COVID the priorities changed for the last Fiscal Year.

2. Palace Transit To Polls

Members were asked if Palace Transit should provide free rides to the polls again this year. Motion was made by Wanda Baker, second by Louise Metz for Palace Transit to provide free rides to the polls on Election Day. All members present voting aye, motion carried.

3. Tripp Nutrition Surveys

We have received 35 Tripp Nutrition Surveys back out of 100. The results of the survey was provided to the board. All surveys returned were positive. We have sent out a letter thanking everyone for participating in the survey and included the October and November menu.

4. Air Purification Filters

Mitchell City Council has approved putting Air Purification Filters in the James Valley Community Center. Information about the filters was provided to the board. The filters would be installed within the current building roof units. Jessica requesting funding for the project from the State.

5. COVID Operation Plan

We are currently in Phase 3 of the COVID Operation Plan. The Board was asked if we should make any changes. No changes were made.

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 September ridership totals were down 2,281 rides and miles were down 4,416. The report breaks down the 5311 rides and the Headstart rides. The handicap riders are down the most compared to last year. At the moment we are short 3 full time bus drivers do to medical, work comp, and COVID

7.II. Adult Nutrition

We are down 422 meals to our projections for the month of August. We sold 348 second meals in August and had a total of 231 Dine Card Meals. We are down 155 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. The members were informed that the State has not reimbursed us for June, July, or August meals due to a mix up with the contract.

7.III. Mitchell Volunteer Program

Volunteers are continuing to bring in face masks for the Mitchell schools. Other volunteer opportunities have been minimal due to the COVID-19. We did enroll three new volunteers in September.

7.IV. James Valley Community Center

The JVCC Activities Report was included in the packet. It show some of the activities have been increasing. Members have been coming in for line dancing, exercise, playing cards, quilting, and Mah Jongg. Bingo is also back. The SHIINE program starts up on October 15th with three volunteers helping this year. Appointment must be made through the SHIINE volunteers. The new TV is installed in the TV room.

Next Meeting Date: November 12th, 2020

Adjournment: Meeting adjourned at 10:20 am

Respectfully Submitted by:

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