

Walworth County Board of Supervisors
Transportation Coordinating Committee Meeting Minutes
Monday, June 7, 2021
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin

The meeting was called to order by Chair Nancy Russell at 1:30 p.m.

Roll call was conducted and the following members were present, either in-person or by remote attendance: Chair Nancy Russell; Vice Chair Andrew Kerwin; Health and Human Services (HHS) Board Chair Ken Monroe; HHS Representative Lisa Kadlec; Citizen Members Shawn Davenport and Eric Russow. There is one vacant position. A quorum was declared.

Others in Attendance

County Staff: County Administrator Mark W. Luberdia; Senior Accountant Natasha Gantenbein; and Program Manager-Mobility Gene Bobier.

Members of the Public: Executive Director of VIP Services Cynthia Simonsen.

On motion by Citizen Member Davenport, second by Citizen Member Russow, the agenda was approved with no withdrawals.

On motion by Health and Human Services (HHS) Board Chair Monroe, second by Citizen Member Russow, the May 3, 2021 Transportation Coordinating Committee meeting minutes were approved.

Public Comment – There was none.

New Business

7a. Revision to Wal-to-Wal DIAL-a-RIDE Program Policies: Policy 4.2 – Agency Fare Policy and Policy 4.3 – Agency Fare Voucher Agreement

County Administrator Mark W. Luberdia introduced new Program Manager-Mobility Gene Bobier and gave a short history of why the proposed policy changes are necessary. Bobier proceeded to briefly detail proposed changes to the above noted policies with some discussion and no rejections.

Vice Chair Kerwin offered a motion, second by Citizen Member Davenport, to adopt the new policies as presented. Administrator Mark W. Luberdia noted that the policies included in the book would not include the redline version. **Motion carried 6-0.**

7b. Preliminary Vehicle Purchase Plan

Bobier referred to his Memorandum included in the packet (Page 7); noting the bid expired May 31, 2021 for the vehicle and they are awaiting a new bid and estimating the cost to be approximately \$41,700. Bobier stated they are cumulatively looking to purchase six vehicles and the plan is to present a resolution to the Committee at the next meeting. Discussion then focused on what vehicles would be retired when the new vans are purchased.

8. Transportation Financial Summary

Gantenbein summarized data on Page 8 of the packet; noting that the first Dial-a-Ride reimbursement of \$171,000 has been received along with \$177,000 for the 85.21 specialized program.

9. Monthly Ridership

Gantenbein provided a brief overview of the graphs found on Pages 9-11; highlighting that average weekday trips for shared-ride was 103 per day; and the 85.21 specialized program average weekday trips was 8 per day. Shared-ride average Saturday trips was 56 per day; and there was a total of one trip for the month in the 85.21 specialized program.

10. VIP Services report of any “turn down” requests for service
Executive Director of VIP Services Cynthia Simonsen detailed turndowns for the month of April; noting there were 31 turndowns in the shared-ride program with the majority being for medical purposes, followed by work; and three trips were able to be rescheduled. There were five turndowns in the 85.21 specialized program all for medical purposes. Simonsen also shared turndowns for shared-ride for the month of May; noting there were 37 turndowns in the shared-ride program: 17 medical, three work, eight shopping, and nine for recreation; three trips were able to be rescheduled. Simonsen stated data is now being tracked relative to the number of rides being canceled, given this number has increased and is having a significant impact on turndowns. Simonsen noted many cancelations are on the same day or end of day the previous day, after the schedule is already set. Simonsen stated there were more cancelations in May than there were turndowns. Supervisor Russell requested detailed cancelation data be presented going forward.

Announcements – Bobier expressed his happiness to be working for Walworth County and his vision for growing the program.

Confirmation of next meeting: The next meeting was confirmed for Monday, July 12, 2021 at 1:30 p.m.

Adjournment

On motion and second by HHS Board Chair Monroe and Citizen Member Russow, Chair Russell adjourned the meeting at 2:04 p.m.