

## Johnson County Paratransit Advisory Board

### Minutes

May 20, 2008

1410 South First Ave., Iowa City

#### Present:

**Members:** Lynne Stamus, Terrence Neuzil, Larry Meyer

**Ex-Officio:** Roger Goedken, Marc Rahe

**Others:** Tom Brase, SEATS Director, Angie Conard

#### Absent:

**Members:** Vicky Robrock, Chris Reynolds, Mike O'Donnell, Brian Buelow, Valerie Scher

**Ex-Officio:** William Gorman, David Purdy

**Others:** Shelby Francis, Bionic Bus

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1. Meeting was called to order at 9:07 a.m.

Not enough voting members present. Can hold meeting but can not vote on anything.

2. Chairperson's Report:

a. Bylaws and paratransit advisory committee – people serve two back to back terms. Can not vote but we have nominations.

**Tom:** According to bylaws, Brad Newman at JCCOG. Thinks JCCOG requires that anyone that is a member has to come off for one term.

**Terrence:** If we make changes it needs to be in the contract.

**Tom:** We are checking on that, does not see it anywhere in the 28E Agreement. Since Tom has been there he and Mike O'Donnell have been on the committee. We have never really stuck to the rules. Who is governing force in the paratransit committee? Will look into this.

Marc Rahe has agreed to become a member and Nancy O (served four years ago) has also agreed. Lynne Stamus and Chris Reynolds will be stepping down but can come back in two years.

**Terrence:** Board of Supervisors have started using liaisons to Tom. Larry Meyer will step in for Terrence.

**Tom:** Marc Rahe is an Ex-Officio and will be stepping down to become a member.

**Terrance:** Board of Supervisors need to officially appoint officials.

b. Recognize Dee Vanderhoff but she is not present.

**Terrance:** Would like to send Dee a certificate.

3. Director's Report

- a. Applications for openings for Paratransit Advisory Committee. This has already been covered.
- b. Subscription subcommittee

**Tom:** Would anyone like to help? Will be asking people at ES and Goodwill who understand what we do. Will be asking IS for help with a website to build trips.

- c. Move

**Tom:** We are scheduled to move to a new facility in August, possibly September. Phone will have to be down for one day. Trying to schedule it for a weekend day. Will try to use cell phones.

**Terrence:** Looking at the progress it will probably be September. There are issues with weather. Garage looks like a “kit” so it should be easy.

**Tom:** There is a web cam if you would like to view it.

**Terrence:** Dave Kemp gave an update a couple of days ago and said it was still on track.

#### 4. Coralville Transit

- a. ADA re-certification process

**Tom:** We sent a list from our data base and they are comparing them. Vicky feels she may not have to do the recertification as often as scheduled.

**Lynne:** Does it ever get to where if a person is permanently disabled that the government will look at it and change it from a two year to a four year certification?

**Tom:** That is what Vicky is looking into.

**Lynne:** It would save a lot of time because the government is continually sending paperwork that needs to be filled out.

**Tom:** We are trying to simplify, IC is only asking two or three questions.

#### 5. Survey Committee

**Lynne:** Survey looks good, didn't realize she could ride the city bus for free during off peak hours.

**Tom:** Survey was attached with the agenda, will re-send survey and ask for input.

#### 6. Old Business

- a. Approval of last meeting's minutes

Need to wait until next meeting to approve.

**Terrence:** On next agenda we need to appoint a new chair.

**Lynne:** Asked Marc if he would like to be nominated for chair.  
Marc said yes but they will vote next time.

**Terrence:** Lynne needs to come as chair to the next meeting and they will nominate Marc. Will need a vice chair

**Tom:** Angie will be the secretary.

**Tom:** Need to get the survey out, will send an e-mail saying if there are no objections it will be sent out.

**Roger:** Heard a couple of comments because they heard about the five min. "policy". People want a better explanation. People think there is a law, it needs to be explained better in the survey that it is a courtesy, not a law.  
Not sure where they heard this but he is telling them it is not a policy.

#### 5. New Business

**Roger:** Someone suggested that if they don't have a five min. window that they call on a cell phone to let them know they are coming. Understands that there could be all sorts of issues with this because they will be driving.

**Tom:** We looked into a integrated voice system but it was expensive. It calls out the night before or 5- 10 min. before the driver arrives. Linn County has a volunteer that calls but they can't call everyone.

#### 6. Open Discussion

**Terrence:** Asked if things are going ok.

**Tom:** Contracts are all being signed.

**Lynne:** On the survey she noticed there is a section on emergency windows in the van. Can we have a training session with riders on how to use exits?

**Tom:** Most of the buses have rear emergency door. A couple have windows. Vehicles can't move if emergency door is opened.

7. Next meeting – August 19, 2008 at 9:00 a.m.

8. Adjourn 9:33 a.m.