

**Minutes**  
**BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE**  
**Monday, June 13, 2016**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:15 a.m.**

**ROLL CALL**

|   |              |  |              |
|---|--------------|--|--------------|
| Diana Brown (Curative Connections)        | <u>Exc</u>   | Sandy Popp (Options for Independent Living)        | <u>x</u>     |
| Vinny Caldara (MV Transportation)         | <u>x</u>     | Cole Runge (BC Planning Commission/Green Bay MPO)  | <u>x</u>     |
| Corrie Campbell (BC Board of Supervisors) | <u>_____</u> | Mary Schlautman (ADRC of Brown County)             | <u>x</u>     |
| Brandon Cooper (Oneida Nation)            | <u>_____</u> | Julie Tetzlaff (Cerebral Palsy Inc.)               | <u>x</u>     |
| Mallory Cornelius (ASPIRO)                | <u>_____</u> | Lisa Van Donsel (ADRC of Brown County Board)       | <u>Exc</u>   |
| Pat Finder-Stone (Citizen Member)         | <u>x</u>     | Derek Weyer (Wisconsin DOT NE Region)              | <u>Exc</u>   |
| Patty Kiewiz (Green Bay Metro)*           | <u>x</u>     | Tina Whetung (Curative Connections Trans. Program) | <u>x</u>     |
| Greg Maloney (Lakeland Care District)     | <u>x</u>     | Genny Willemon (BC Human Services)                 | <u>_____</u> |
| Linda Mamrosh (Citizen Member)            | <u>x</u>     | John Withbroe (Green Bay Transit Commission)       | <u>_____</u> |
| Barbara Natelle (Syble Hopp School)       | <u>_____</u> | Vacant (BC Executive Department)                   | <u>_____</u> |

Others Present: Lisa J. Conard and \*Essie Fels for Patty Kiewiz

**ORDER OF BUSINESS**

1. Introduction of Transportation Coordinating Committee (TCC) Citizen Member Linda Mamrosh.

C. Runge introduced Linda Mamrosh.

L. Mamrosh stated that she holds a Master's degree and worked as a vocational rehabilitation counselor for many years prior to retiring. Linda is a resident of De Pere, having moved recently from New York City to be closer to family. Linda stated that she is legally blind.

2. Approval of the December 7, 2015, TCC meeting minutes.

A motion was made by M. Schlautman, seconded by P. Finder-Stone, to approve the December 7, 2015, TCC meeting minutes. Motion carried.

3. Selection of a Section 5310 Program Project Review Subcommittee for the Calendar Year (CY) 2017 application cycle.

C. Runge provided an overview of the Section 5310 program:

- Federal funds for transportation services for seniors and people with disabilities
- Program is managed statewide by WisDOT, but the Green Bay Urbanized Area administers its own program because its population exceeds 200,000
- Green Bay Urbanized Area gets an allocation of approximately \$160,000 per year
- Brown County Planning Commission Board of Directors (MPO Policy Board) has approval authority
- Applicants and subrecipients are typically non-profit organizations. Curative Connections, Disabled American Veterans (DAV), and Green Bay Metro have received funds in the past
- Program funds **Capital** projects (must be 55% or more of the urbanized area's total allocation)
  - Primarily funds vehicles & equipment
  - Capital also includes mobility management programs and activities
  - 80/20 federal/local match
- Program also funds **Operating** projects
  - 50/50 federal/local match
- Green Bay Metro receives 10% of the area's total allocation as the program's Designated Recipient (requirements include electronic grant building, monitoring, and reporting)

C. Runge stated that the Section 5310 Program Project Review Subcommittee will be charged with reviewing, scoring, and making a recommendation for funding to the full TCC for all applications received.

In 2015, a total of two applications were received and both received funding:

1. Curative Connections: two vehicles for the transportation program
2. Disabled American Veterans: one vehicle to transport veterans to medical appointments

In addition to C. Runge and L. Conard of the Brown County Planning Commission, the following TCC members agreed to serve on the Subcommittee (the members of the Subcommittee are not allowed to represent an entity applying for Section 5310 funds):

- S. Popp
- M. Schlautman
- P. Finder-Stone

C. Runge stated he will distribute the submitted Section 5310 applications to the Subcommittee shortly after the application submittal deadline of August 15. C. Runge stated that the Subcommittee will meet one time to discuss the applications and develop a recommendation to the full TCC, and the Subcommittee meeting will be held the week of either August 22 or August 29.

The TCC will meet on September 12 to discuss the recommendation of the Subcommittee and it is anticipated that the Brown County Planning Commission Board of Directors will take action on October 5.

4. Discussion regarding the status of establishing a Specialized Transportation Mobility Manager in Brown County.

C. Runge noted that the TCC has been discussing and the planning department has included in its plans the concept of a Specialized Transportation Mobility Manager serving all of Brown County for many years.

With the unallocated Section 5310 funds from the 2016 cycle about to lapse, the Brown County Planning Commission Board of Directors approved the remaining \$29,970 to be used to hire a mobility manager starting in 2016.

Aging and Disabilities Resource Center (ADRC) of Brown County staff, Green Bay Metro staff, and Brown County Planning Commission staff have been working recently to develop a strategy to establish and fund a mobility manager and related programs. Green Bay Metro (serving Green Bay, De Pere, Allouez, Ashwaubenon, and Bellevue) has agreed to house a mobility manager who will serve **all** residents of Brown County. It is proposed that a combination of federal funds and state 85.21 funds be used to create a reliable source of funding for the mobility manager program.

In December of 2015, the TCC invited two mobility managers (Appleton area and Door County) to attend a TCC meeting to discuss their programs.

Discussion occurred regarding the qualifications of the mobility manager.

L. Conard noted that in addition to understanding specialized transportation, the draft job description places an emphasis on human services-related experience and knowledge.

S. Popp asked that the draft job description be shared with the TCC members so they can review it and provide comments. The other TCC members present at the meeting agreed with this request.

C. Runge stated that he will send the draft job description to the TCC members after the meeting and will ask the members to submit their comments within a week. Any comments submitted to C. Runge will be forwarded to Green Bay Metro Director P. Kiewiz.

5. Round robin discussion about specialized transportation services in Brown County.

L. Mamrosh noted that it is difficult to find reliable last minute transportation. Since she is relatively new to the community, L. Mamrosh asked TCC members to provide her with contact names and phone numbers for such services.

Discussion occurred regarding the lack of quality and available private taxi companies in the Green Bay area. Discussion also occurred regarding the transportation options that Uber or other Transportation Network Companies (TNCs) can provide in the area.

M. Schlautman noted that there continues to be a need for bilingual travel training information in the area. She also noted the lack of transportation options for those who reside in the rural area of the county.

G. Maloney noted that he works for a Managed Care Organization (MCO). G. Maloney noted that as developmentally disabled teens leave school and transition to jobs, it is difficult to find transportation for those who live in rural Brown County who might find a job in the urban area.

V. Caldera reported that MV<sup>1</sup> has been operating with an on-time trip rate of 97% (federal law requires 95%).

L. Mamrosh stated that she uses the paratransit program in addition to the fixed route bus system. L. Mamrosh asked if she should provide her scheduled appointment time to the call taker when she calls to make a paratransit reservation. She mentioned that she did this when scheduling a paratransit trip, but the call taker said that she needs to identify a pick-up time instead.

V. Caldera and E. Fels confirmed that L. Mamrosh should provide the time of her scheduled appointment.

S. Popp noted that her clients are having a difficult time requesting and receiving an exact pick-up time from MV during the morning and afternoon peaks.

6. Other matters.

C. Runge requested that future meetings of the TCC be held at 10:15 a.m. to better accommodate TCC members or other meeting attendees who use the fixed route bus system. The committee agreed.

The next TCC meetings are scheduled as follows:

- September 12, 2016 at 10:15 a.m.
- December 5, 2016 at 10:15 a.m. (The December meeting is scheduled for the first Monday of the month to accommodate the need for a recommendation for approval of the ADRC's State 85.21 plan prior to the ADRC Board meeting in December.)

7. Adjourn.

C. Runge closed the meeting at 11:25 p.m.

<sup>1</sup> Discussion is in regard to the paratransit program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company.