



Transit Work Team
Teleconference 1/4/2018

Participating Members: Michelle Berden, Wade DeVerney, Agnes Fleming, Evan Gross, Steve Hirshfeld, Kim Swisher and Karla Rosenberg (ITTF Assistants).

Notes from Teleconference: The meeting began at 8:35 am.

The group reviewed the December meeting notes.

The group approved moving the Transit Peer Exchange to April 19th in LCO. Agnes contacted RTAP, who is open to attending, and she is waiting for confirmation.

The group discussed topics for the Peer Exchange. Evan suggested grants management review, procurement and environmental regulations review. Steve noted that the DOT has modest changes in NTD reporting. Agnes suggested that if we're unable to have someone from RTAP attend, could Steve or someone from RLS present. The Wisconsin RTAP website is <http://www.wisconsinrtap.com>, and RLS can be reached through website. Agnes will copy Steve on national RTAP correspondence.

Michelle suggested that more information on funding would be helpful. Agnes will coordinate a call for new and start-up transit programs. A follow up could be done at the Peer Exchange. The 30-45 minutes teleconference could include Stockbridge-Munsee, St. Croix and Forest County Potawatomi. Agnes will include Evan and Steve.

The group discussed the Work Plan. Agnes would like to add another training, and "Train the Trainer" was discussed. Other topics previously discussed included driver safety. Steve will forward Kim options, and Kim will draft a survey to send to the Transit group.

The meeting ended at 9:00 am.

The next meeting will be Tuesday, February 6, 2018, at 8:30 am.

ACTION ITEMS:

- Agnes will confirm the Transit Peer Exchange will be held on April 19th in LCO.
- Kim will create a Save the Date flyer once the date is confirmed.
- Agnes will coordinate a call for new and start-up transit programs.
- Steve will forward Kim training options.
- Kim will create a survey for the Transit managers and staff to determine what trainings they would like to see this coming year.