

FOREST-ONEIDA-VILAS TRANSIT COMMISSION MINUTES

November 20, 2015

ATTENDANCE: Bill Freudenberg, Ed Hammer, Bob Mott, Chuck Hayes, Fred Radtke and Erv Teichmiller. Also present were Jim Perez, new General Manager and Susan Richmond.

CALL TO ORDER: Teichmiller called the meeting to order at 8:04 a.m. at the Health & Aging Building in Rhinelander noting this meeting was properly posted in accordance with the Wisconsin Open Meeting Law and meets the Americans with Disabilities Act.

APPROVAL OF AGENDA: Mott made a motion to approve Agenda in any order as per the chair with a second by Radtke. Motion Carried.

APPROVAL OF MINUTES: Hayes made a motion to approve the Minutes of October 23, 2015 with a second by Hammer. Motion Carried.

Introductions made by each member along with what their vision of what the Transit Commission will look like in 5 years.

TRANSIT PILOT PROJECTS: Richmond shared that Project #2 did start on November 2, 2015. Although we have not officially advertised this route, we have tried to suggest that some of our Volunteer Transportation clients use this program. Unfortunately, it is too difficult for those not able to get to the pick-up point on their own to navigate this system. Richmond confirmed that the times and locations were carefully looked at and she distributed a sheet with the new times on it. Richmond talked about the need for a locked box on the vehicles to deter from theft. Richmond shared with the group another concern about clients making sure to schedule their doctor visits within the timeframe that the vehicles are operating as the drivers are on a schedule.

LEGAL ISSUES: Houlihan's Office has reviewed all the Contracts and we will be receiving an invoice. At this time, we will use Attorney Houlihan as needed and not put him on retainer.

INSURANCE COVERAGE: Mott asked for something in writing from the Counties that would ensure that the Board Members would be covered under the County's Errors and Omissions Policy. Teichmiller stated that Oneida County's Health Insurance would not start until January 1, 2016. Teichmiller suggested that Perez see if he could remain on his present coverage and the Transit Commission would cover the premium until the County's policy would start. There was a motion by Mott with a second by Hayes for Perez to stay in his current policy and Transit Commission would reimburse his premium. Motion Carried. Teichmiller also stated that we need to look into different options for Perez's retirement as Oneida County will not be able to add Perez to the County's Retirement System. Teichmiller stated that he will speak with Rich Anderson regarding retirement options. Teichmiller also suggested that Perez speak with BART to see how they handle their insurance.

TRANSIT CHARTER: Teichmiller stated that Vilas authorized the revised Charter in November and Oneida County will do so in January, 2016. There was a motion by Freudenberg with a second by Hammer to request that the Forest-Oneida-Vilas Transit Commission Charter be revised to change the name only to Oneida-Vilas Transit Commission Charter. Motion Carried.

PERSONNEL POLICY: A copy of the ADRC Personnel Policy was distributed. Teichmiller asked everyone to make any changes and then bring it back to the next meeting. Then Perez can look over all the changes.

TRANSIT MANAGER REPORT: Perez is planning on visiting BART. He will also pick up a copy of BART's Personnel Policy to review. Perez will have more to report on at the next meeting.

ACCOUNTS PAYABLE: The Accountant will start working with the Transit Commission right away since Perez is on board.

Next Meeting will be December 18, 2015, at 8:00 a.m. in Rhinelander.

Future Agenda Items:

- Personnel Policy
- Report from Transit Manager including report from BART visit

There was a motion by Hayes with a second by Hammer to adjourn the meeting at 9:50am.

Respectfully submitted by:

Susan Richmond, Director
Vilas County Commission on Aging