

**Minutes**  
**BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE**  
**Monday, September 9, 2024**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**Meeting Time: 10:15 a.m.**

**ROLL CALL**

Amy Barhite (Citizen Member)	<u>Exc</u>	Troy Parr (Oneida Nation)	<u>x</u>
Megan Borchardt (BC Board of Supervisors)	<u>          </u>	Jim Pecard (ADRC Board of Directors)	<u>x</u>
Bridget Clancy (Syble Hopp)*	<u>x</u>	Joe Pietrek (Via – Private Operator)*	<u>x</u>
Lisa Conard (BCPC/Green Bay MPO)	<u>x</u>	Erik Pritzl (BC Health & Human Services)	<u>          </u>
Michael Conley-Kuhagen (Transit Commission)	<u>Exc</u>	Sandy Popp (Options for Independent Living)	<u>x</u>
Katie Doble (ASPIRO)	<u>x</u>	Troy Streckenbach (BC Executive Department)	<u>          </u>
Christel Giesen (ADRC Staff)	<u>Exc</u>	Andrea Vlach (Green Bay Metro)	<u>x</u>
Amy Hoyer (Cerebral Palsy Inc.)	<u>x</u>	Michael Voight (Citizen Member)	<u>          </u>
Denise Misovec (Curative Connections)	<u>x</u>	Nick Weber (WisDOT)	<u>x</u>
Anna Nick (Brown County Health Dept)	<u>x</u>	Tina Whetung (Curative Connections)	<u>x</u>

**Others Present:** Erin Martini for Bridget Clancy, Kayla Schram for Joe Pietrek, Kyle A. Skenandore, and Ker Vang

**ORDER OF BUSINESS**

1. Introduction of Amy Barhite and Anna Nick.

L. Conard noted Amy Barhite is excused and welcomed Anna Nick to the committee.

A. Nick represents the Brown County Health Department.

2. Approval of the March 11, 2024 TCC meeting minutes.

A motion was made by Jim Pecard, seconded by A. Hoyer to approve the March 11, 2024 TCC meeting minutes. Motion carried.

3. Discussion and recommendation to the Brown County Planning Commission Board of Directors regarding CY 2025 Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funding awards.

K. Vang provided a summary of the Section 5310 program, funds available, requests, and staff recommendations.

**2025 Application Cycle (State Cycle 49)  
Funding**

<b>Recipient</b>	<b>Projects</b>	<b>Amount \$294,524</b>
Green Bay Metro	10% Administrative Fee - Designated Recipient (DR) <sup>1</sup>	\$29,452
Green Bay Metro	50% Brown County Mobility Management Program Set-Aside <sup>2</sup>	\$132,536
Available on a competitive basis <sup>3</sup>	Capital Projects - minimum of \$27,159; maximum of \$132,536 Operating Expenses - maximum of \$103,083	\$132,536
<b>Total:</b>		<b>\$294,524</b>

**2025 Application Cycle (State Cycle 49)  
Project Summary and MPO Staff Recommendation**

<b>Entity/Applicant</b>	<b>Item</b>	<b>Amount \$294,524</b>
Green Bay Metro	Designated Recipient Administrative Fee	\$29,452
Green Bay Metro	Brown County Mobility Management Program	\$132,536
Curative Connections	Medium Bus Side Load Lift (ECII – Ford 450)	\$114,672
Curative Connections	Operating Assistance	\$17,864
Balance:		\$0

J. Pecard ask if other entities applied for Section 5310.

K. Vang answered no. However, application materials were sent to local human service agencies.

Discussion occurred on the federal requirements associated with accepting Federal Section 5310 funding, and how meeting them can pose a challenge for agencies with small staffs. Examples were provided.

S. Popp asked about the Disabled American Veterans (DAV).

L. Conard stated that Section 5310 funding was awarded to the DAV for the purchase of a vehicle many years ago. However, it has been challenging for the DAV to comply with the federal requirements and Metro staff (Metro is the direct recipient and DAV is the subrecipient) has worked with the DAV to de-federalize the vehicle, thereby removing the requirements.

A motion was made by S. Popp, seconded by K. Doble to recommend to the Brown County Planning Commission Board of Directors CY 2025 Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funding awards as presented by staff. Motion carried.

- Update regarding Brown County’s State Section 85.21 plan process and State Section 85.21 Trust - Adaptive Cycle program for 2025.

K. Vang provided an overview, noting that Curative Connections, Salvation Army, Brown County Health and Human Services, and CASA Alba have requested funding. K. Vang is preparing a draft budget/plan.

<sup>1</sup> The DR (Designated Recipient) serves as the fiscal agent for the program. Green Bay Metro was selected as the DR for the Green Bay Urbanized Area’s Section 5310 Program because of its experience with similar federal transportation funding programs. As the DR for this program, Green Bay Metro is entitled to 10 percent of the funding available for program administration.

<sup>2</sup> The Brown County Mobility Management Program receives an annual allocation of 50% of the program funds balance less the 10% administration fee.

<sup>3</sup> The Section 5310 program allows a maximum of 45% of the entire allocation to be spent on operating expenses. The 10% administrative fee is considered an operating expense.

In addition, staff has received one application for a hand operated adaptive cycle and anticipates receiving an additional application for four adult tricycles.

S. Popp stated that she supports the cycling funding opportunity as it is great for seniors and people with disabilities.

The draft program will be presented to the TCC on November 11.

5. Presentation regarding the Brown County Mobility Management Program Biannual Report (1/1/2024-6/30/2024), Andrea Vlach, Brown County Mobility Coordinator.

A. Vlach provided highlights of her written report, noting that applications and issuance of the Green Bay Metro LIFT<sup>4</sup> pass has increased. For the first half of 2024, Metro issued 156 LIFT passes (valid for four unlimited free days per month) as follows:

- 20 seniors with low income
- 33 people with disabilities with low-income
- 103 general low-income individuals

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

A. Vlach noted that Green Bay Metro received a number of grants recently and will be able to purchase (a total of six) electric buses which will replace existing buses that have exceeded useful life.

A. Nick noted that access to healthcare is a priority in the Brown County Public Health Strategic Plan (link here: [BC Health Strategic Plan Summary](#))

J. Pecard asked if someone had questions about specialized transportation services, where would they go for information?

Anyone with questions or is in need of travel training should contact:

Andrea Vlach, Brown County Mobility Coordinator  
Green Bay Metro  
901 University Avenue  
920.448.3450  
[greenbaymetro.org](http://greenbaymetro.org)

The Brown County Aging and Disability Resource Center also provides information on its website here [ADRC General Transportation Information](#) and here [Providers](#).

N. Weber also noted that the Wisconsin Department of Transportation has a link on its website here: [Alternative Transportation by County \(arcgis.com\)](#).

A. Nick also noted that information can be found on 211 Wisconsin here: [211 Wisconsin \(communityos.org\)](#).

S. Popp noted that the state's Non-Emergency Medical Transportation (NEMT) service provided by MTM/Veyo appears to be improving locally, although problems with the app persist.

T. Parr introduced Kyle A. Skenandore, Oneida's new Engineer in Training/Construction Manager. Kyle will soon be acting Civil Engineer for the Tribal Transportation Program (TTP).

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<sup>4</sup> The LIFT Program was established in 2022 to assist individuals with incomes at or below 150% of the national poverty guidelines by providing up to four day passes per month. Low-income individuals may use one day pass per week on any day of the week of their choosing.

T. Parr stated that the Oneida Public Transit System is nearing completion of a bus garage/facility. Currently buses are kept outside. Move-in date is anticipated for late 2024.

N. Weber noted that Bay-Lake Regional Planning Commission received a grant to study access to public health in a large region of eastern Wisconsin, including Brown County. This is the link: [TAPHO Study \(arcgis.com\)](https://arcgis.com)

J. Pecard noted that the organization *Whatever You Do, Inc.*, a non-profit organization, will accept bicycle donations. The organization refurbishes bicycles and returns them to the community free of charge.

7. Next TCC meeting date.

- Monday, November 11, 2024 at 10:15 a.m., 901 University Avenue, Green Bay

8. Other matters.

None.

9. Adjourn.

A motion was made by S. Popp, seconded by T. Whetung to adjourn.

The meeting was adjourned at 10:48 a.m.