Minutes
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE
Monday, September 10, 2018
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
Meeting Time: 10:15 a.m.

ROLL CALL

Ian Agar (BC Human Services)		Denise Misovec (Curative Connections)	
Mary Brick (Syble Hopp School)	x	Sandy Popp (Options for Independent Living)	Exc
Brandon Cooper (Oneida Nation)		Cole Runge (BC Planning Commission/Green Bay MPO)	x
Mary Derginer (ADRC of Brown County Board)	Exc	Brian Silk (MV Transportation)	
Essie Fels (Green Bay Metro)	x	Julie Tetzlaff (Cerebral Palsy Inc.)	x
Pat Finder-Stone (Citizen Member)	x	Tina Whetung (Curative Connections Trans. Program)	x
Christel Giesen (ADRC of Brown County)	x	Genny Willemon (BC Human Services)	
Matt Halada (Wisconsin DOT NE Region)		John Withbroe (Green Bay Transit Commission)	
Jessica Klemens (ASPIRO)		Vacant (BC Executive Department)	
Linda Mamrosh (Citizen Member)	Exc	Vacant (BC Board of Supervisors)	

Others Present: Lisa Conard and Jennifer Hallam-Nelson.

ORDER OF BUSINESS

C. Runge opened the meeting at 10:15 a.m.

C. Runge noted that a quorum was not present.

1. Approval of the December 4, 2017, TCC meeting minutes. No action taken.

2. Approval of the March 12, 2018, TCC meeting minutes. No action taken.

3. Approval of the June 11, 2018, TCC meeting minutes. No action taken.

4. Recommendation to the Brown County Planning Commission (BCPC) Board of Directors regarding CY 2019 Section 5310 Program funding awards.

   C. Runge presented the staff report.

   In May of 2014, Brown County Planning Commission (BCPC) staff was informed by the Wisconsin Department of Transportation (WisDOT) that the initial application review and scoring process for Section 5310 Program funds needed to be conducted by a group of four or five people. To fulfill this requirement for the CY 2018 Section 5310 Program, a five-person subcommittee of the TCC was formed to review project applications, score them, and attend one subcommittee meeting to discuss the scores and develop funding recommendations to present to the full TCC.

   Subcommittee Discussion and Scoring

   On August 28, 2018, the Brown County TCC Section 5310 Program Application Review Subcommittee met to discuss and develop an overall score for the following application:

- **Curative Connections:** Funding for two minibuses that each have eight ambulatory positions and one wheelchair position[1].

  Total Project Cost: $114,000

  Requested Section 5310 Program Funding: $91,200 (80 percent of the total project cost)

  After discussing the application and each subcommittee member's scores, the scores were combined and averaged to create the following overall score for the application:

- Curative Connections Vehicles: **74.6 of 100 possible points**

Subcommittee Recommendation to the Full Brown County TCC

The subcommittee members agreed that the project should receive CY 2019 Section 5310 Program funding because the project will be beneficial to seniors and people with disabilities. However, the subcommittee members were concerned that some of the project evaluation criteria were not adequately addressed in the application, and the members agreed that future applications from Curative Connections need to address the criteria more thoroughly.

Because up to half of the Section 5310 funding available for projects is reserved for the Specialized Transportation Mobility Management Program that began in 2017, the total requested amount of Section 5310 funding exceeds the amount available for projects by $8,706. Therefore, **the subcommittee recommends that the Curative Connections project be awarded the requested funding minus the amount that exceeds the available funding level.**

If this recommendation is approved by the full TCC and the Brown County Planning Commission Board of Directors, the distribution of CY 2019 Section 5310 Program funds for the Green Bay Urbanized Area will be as follows:

Section 5310 Program funding available in CY 2019 for the Green Bay Urbanized Area:	**$176,109**
Administration funding awarded to Green Bay Metro as the Section 5310 Program's (10%):	$17,611
Section 5310 Program funding available for eligible projects in CY 2019:	**$158,498**
CY 2019 Section 5310 funding set-aside for Specialized Transportation Mobility Management Program:	$76,004
CY 2019 Section 5310 funding awarded to Curative Connections:	$82,494
Remaining CY 2019 Section 5310 Program Funding Balance:	**$0**

C. Runge thanked M Derginer, J. Tetzlaff, and C. Giesen for volunteering to serve on the application review subcommittee.

C. Runge noted that the subcommittee directed staff to provide T. Whetung with a written list of items to include in future applications for the purposes of making the application more thorough.

[1] Discussion under this item is in regard to the transportation program offered by Curative Connections as of July 1, 2015. Prior to this date, the service was provided by the Lakeland Chapter of the American Red Cross. The program offers demand-response transportation services to seniors and qualifying individuals with disabilities with use of a small-medium bus, van, or sedan.

T. Whetung thanked the staff and committee and noted that the items would be incorporated into future applications.

Although a quorum was not present, a motion was made C. Giesen, seconded by P. Finder-Stone to recommend to the Brown County Planning Commission (BCPC) Board of Directors the approval CY 2019 Section 5310 Program funding awards as outlined in the staff report. Motion carried.

5. Discussion regarding the status of the specialized transportation travel voucher pilot project for Brown County.

   C. Runge noted that the use of funds from Brown County's Section 85.21 Trust have been approved by the Brown County Planning Commission (BCPC) Board of Directors, Brown County Board of Supervisors' Planning, Development, and Transportation Committee, and the full Brown County Board of Supervisors.

   J. Hallam-Nelson provided an overview of the voucher pilot project:

   - Vouchers enable residents to access private pay providers at half the cost, addressing the largest unmet needs and gaps in service.
   - The project supplements, not replaces, existing services.
   - Qualified individuals will be able to purchase a voucher at 50% the face value.
   - Agencies and businesses will be able to purchase vouchers at face value to distribute to eligible recipients at their discretion.
   - People will be able to get rides with participating private pay providers and use vouchers to cover the costs of the rides.
   - Participating private pay providers accept the vouchers and send the vouchers to the Mobility Management Program for reimbursement.

   Discussion occurred regarding the roll-out of the project. J. Hallam-Nelson indicated that she is prepared to engage private operators and is ready with a marketing campaign. She is waiting for the city's legal department to finalize the contract language.

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

   P. Finder-Stone stated that she has been engaged in webinars regarding walkable communities. She was surprised to learn that narrow streets are actually safer. She also noted that transit is essential for walkable communities.

   C. Runge noted that the last state budget included a provision that prohibits the use of condemnation to acquire land for bicycle and pedestrian facilities. This is an obstacle in developing walkable communities.

   C. Giesen stated that she is working with a group to bring accessible bicycles to the area. They are looking at three different models (side-by-side, trishaw, and tricycle). It is hopeful that the bikes will be used in a way that is similar to or in conjunction with LimeBike.

   J. Tetzlaff noted that the CP Center will be wrapping up the major expansion project in the near future. J. Tetzlaff appreciates the work of transportation providers (Green Bay Metro Paratransit Program and Curative Connections) as it has not been easy dealing with 60+ drop-offs and pick-ups each day in a construction zone.

   T. Whetung stated that Curative is preparing for a site review by WisDOT staff in the near future.

T. Whetung is hoping WisDOT staff can offer insight or suggestions for improving operations.

E. Fels stated that the paratransit program is running smoothly.

E. Fels noted that Green Bay Metro introduced a number of new "How to" videos. The videos are available on YouTube.

J. Hallam-Nelson noted that Green Bay Metro began fixed route bus service through the new East Side Transfer Point (service began on July 30th 2018).

J. Hallam-Nelson also noted she is performing all travel training for Green Bay Metro now that Metro's travel trainer has left Metro. Green Bay Metro just issued a Bus Tracker app (real-time) with positive feedback from users.

C. Runge noted that since the last meeting of the TCC, the Wisconsin Department of Health Services (DHS) has announced that the next contract for NEMT services will be awarded to LogistiCare Solutions, LLC. Currently, MTM provides this service.[2]

L. Conard noted that DHS anticipates transitioning to LogistiCare over the next several months with an approximate start date of April 2019.

C. Runge noted that the Transportation Advisory Council for DHS's NEMT program is scheduled to meet on October 22. More information should be available after the meeting.

7. Other matters.

The tentative TCC meeting schedule for the rest of 2018 is as follows:

Monday, December 3, 2018
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:15 a.m.

8. Adjourn.

The meeting was adjourned at 11:00 a.m.

[2] MTM is the private transportation broker hired by the Wisconsin Department of Health Services to coordinate Non-Emergency Medical Transportation (NEMT) services for qualifying Medicaid and BadgerCare Plus clients.