

Community Services Advisory Board Meeting Minutes
Thursday June 10th, 2021
10:00am @ City Hall Council Chambers
612 North Main

Call To Order: John Doescher called the June 10th, 2021 Community Services Advisory Board Meeting to order at 10:00am.

Members Present: Whitney Kroupa, Bonnie Scott, Louise Metz, Sharon Rehorst, Jordan Unterbrunner, & Cole Morgan

Members Absent: Wanda Baker & Kristi Bitterman

Ex-Officio Member Present: John Doescher

Staff Present: Jessica Pickett and Amy Hurt

Agenda: Jessica requested we mover the Palace Transit Handbook to the 4th item on the agenda. Motion was mad by Sharon Rehorst, second by Louise Metz to approve the agenda with the changes. All members present voting aye, motion carried.

Meeting Minutes: Motion was made by Sharon Rehorst, second by Louise Metz to approve the last meeting minutes. All members present voting aye, motion carried.

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1. Palace Transit Contracts

Palace Transit contract with the Mitchell Recreation Center was revised to \$20 per bus instead of \$2.00 per person. Motion was made by Sharon Rehorst, second by Cole Morgan to approve the contract. All members present voting aye, motion carried.

2. Palace Transit Boundaries

A map of Palace Transit current boundaries and a city boundaries was given to the board member. Members discussed if we should follow the city boundaries so tax payers are not paying extra mileage. Rides outside of city limits will still be charged mileage. Motions was made by Louise Metz, second by Sharon Rehorst to change the boundaries to city limits. All members present voting aye, motion carried.

3. Palace Transit Sunday Operations

Andrea collected data on possible riders for Sundays. The results showed 20-25 requests for Sunday rides. Motion was made by Sharon Rehorst, second by Cole Morgan to start Sunday rides beginning July 11th. All members present voting aye, motion carried.

4. Palace Transit Handbook

An updated Palace Transit Passenger Handbook was given to all members. It was requested children under the age of 3 may ride for free with a paying adult because they are required to ride with an adult. Motion was made by Bonnie Scott, Second by Cole Morgan to approve children under 3 ride for free with a paying adult. All members present voting aye, motion carried. All changes were discussed with the board. Motion was made by Louise Metz, second by Sharon Rehorst to approve all highlighted changes to the Palace Transit Passenger handbook. All members present voting aye, motion carried.

5. Nutrition Equipment Grant

The South Dakota Department of Human Services approved the Older Americans Act Title III Nutrition Equipment Grant application in the amount of \$52,000. The list of approved equipment expenditures was given to all members.

6. Vaccine Access Grant

JVCC will be applying for the COVID-19 Vaccine Access Grant. The purpose of the grant is to reach unvaccinated South Dakotans and provide a place for them to get factual information and printed literature about the COVID-19 vaccine and assistance to schedule their first vaccination appointment. The grant assists Community Centers with funding to provide assistance for purchasing laptop computers to assist with online scheduling, cost of internet or phone service, local advertising & outreach, staffing costs, and general support for the Community Center mission and more. The application is due by July 31, 2021.

7. Citizens Input

No citizens input to record.

8. Department Reports And Updates

8.I. Palace Transit

The year to date Ridership Report for May was given to the board members. The report breaks down the rides by special emphasis, elderly riders, handicap riders, general public, school age, unduplicated under 59, elderly unduplicated over 60, total riders, miles, and Headstart. The May ridership totals were both up on rides and miles. The report breaks down the 5311 rides and the Headstart rides. Headstart is having a summer class this year. We did not get Kid Club contract this year, so youth ridership may be down a little compared to last summer.

8.II. Mitchell Volunteer Program

We currently have 248 volunteer enrolled in the MVP Program. Stations have been slowly requesting volunteers again.

8.III. Adult Nutrition

Board members were given the May Nutrition report, which is also the last month of the fiscal year for Nutrition. We are down 6811 meals to our projections for the fiscal year. We distributed 5934 second meals this fiscal year and had a total of 2446 Dine Card Meals. We are down 5634 meals compared to last year. Total eligible and non-eligible meals served for the 2020/2021 fiscal year is 48287 meals. Members discussed ways to bring people back into the James Valley Community Center for the Adult Nutrition meals.

8.IV. James Valley Community Center

The JVCC Activities Report was included in the packet. The report showed event highlights and upcoming events. JVCC has seen an increase of members coming back in for activities and events.

Next Meeting Date: July 8th, 2021

Adjournment: Meeting adjourned at 10:34 am

Respectfully Submitted by:

Amy Hurt - Community Services Coordinator / City of Mitchell Community Services Department