

REGIONAL TRANSPORTATION COORDINATING COUNCIL (RTCC) MINUTES

Location: Sourcewell 202 12th St. NE,
Staples, MN 56479

Date: Thursday, January 16th , 2020

Time: 10:00a.m. – 12:00p.m.



REGION FIVE
Development Commission

Attendees

Rachel Zetah
Randy Jahnke
Amy Christensen
Jan Lambert
Mike Wilson
Jay Vasek
Craig Nathan
Steve Barrows
Barb Becker
Jan Roers

Bill Stearns
Jeff Woodford
David Anderson
Melanie Erickson
Theresa Eclov
Andy Stone
Jeff Peterson
Matt Kallroos
Tom Gottfried

Call to Order

- The meeting was called to order at 10:00 a.m.
- Welcome/Introductions
 - o Board Members took a few minutes to go around the table and introduce themselves.
- Preview of Agenda
 - o Kallroos took a few minutes to preview the agenda.

Operational Guidelines

- Membership
 - o Kallroos explained that the Board needs a Chair as well as a Vice Chair. After discussion it was suggested that David Anderson will become the Chair and Barb Becker will be the Vice Chair. A motion to approve the elections was made by Stearns and seconded by Vasek.
- Operational Guidelines Approval
 - o Kallroos updated the Operational Guidelines based on suggestions made by the Board. A motion was made by Christensen and seconded by Lambert to approve the Operational Guidelines.

Subcommittees

- o Kallroos explained to the Board that subcommittees are being used by other RTCC's and that it would be a good idea to develop a few subcommittees. After discussion it was determined that there will 4 subcommittees which include the following: Volunteer Driver Program, TMCC/ Regional Transit Network, Policy/ Funding, and Medical and Workforce subcommittees.

Recap of Public Kickoff Meeting

- Kallroos provided a recap of the RTCC Public Meeting that took place on January 7th. Attendance was lower than what was expected but the meeting was still productive as it resulted in a lot of 1 on 1 conversations and a lot of questions being asked and answered. Based on how the Public Meeting went it was decided that Board members will present based on what County they are in at upcoming RTCC Board Meetings to give fellow Board members an idea of what they bring to the table.

Update on Workplan Tasks

- Kallroos walked the group through a handout that explained each step of the Phase 2 workplan and step by step tasks in order to complete the specific goals that were identified during Phase 1. Next steps were also provided. . Current issues that are being investigated include GIS mapping and policies surrounding volunteer drivers

Lunch

- Lunch was provided by The Shante.

Adjourn

- The meeting was adjourned at 12:00 p.m.