Welcome/Introductions

1) **What is the RTCC: Background:**

Minnesota Department of Transportation, Human services and other state agencies worked with the Metropolitan Council to create “Regional Transportation Coordinating Councils” throughout MN for improving the mobility for older adults, individuals with disabilities, individuals with low income and Veterans.

**Responsible:**

The RTCC of Region 1 is responsible for coordination transportation services through a network of existing public, private and non-profit transit providers in the counties of Kittson, Roseau, Marshall, Pennington, Polk, Red Lake and Norman.

*Members present are also members of the RTCC Advisory Board and are aware of the RTCC’s Intent in region 1.*
Work Plan:

Troy explained the Volunteer Driver Program Committee work plan. The intent of RTCC in our Region is to implement the work program concepts that have been identified in the planning phase of the RTCC. Creating a Volunteer Driver Program Committee is one of these emphasis areas.

Enclosed with the agenda, is a copy of this work plan.

“RTCC’s will focus on supporting the volunteer driver programs in the region at a local level in attempting to address many of the issues facing volunteer driver programs”.

Marcia questioned if Volunteer’s are acquired, if they would then be directed to Tri-Valley RTC Volunteer Driver Program. Troy verified this was the direction that we were given by MnDot.

2) Recruitment of Volunteer Drivers, how and where to get Volunteer Drivers:

What are some ideas on best ways for recruitment of drivers?

Glenda had some suggestions: Radio station advertising, community calendars, facebook/Social media, flyers, news release, newspaper editorials, county fairs, church bulletins, public access tv stations.

Marcia verified, in her years of experience “word of mouth” works best for recruitment.” Glenda suggested using an existing volunteer driver story to help promote the program to get more drivers.

Troy suggested Ag Shows would be a good option to acquire more volunteer drivers. Set up a booth to promote the VDP.

Marcia verified, Tri-Valley has contracts with social services in all 7 counties for volunteer driver rides. The counties contact Tri-Valley to arrange the ride, Tri-Valley bills the county for the ride and the county then bills the state.

Glenda suggested the best solution is to have all members work in their communities to get the word out that volunteer drivers are needed, however it is very important that all members are consistent in using the same message in advertising for Volunteer Drivers. Suggestions/Ideas for a consistent message will be emailed to Troy and Lorna and will be up for additional discussion at the next meeting.

Advertising $’s was also discussed. Troy verified he would check to see if any $ were available.

*There is currently $2,000 available in the RTCC budget for advertising.

3) Reimbursement and 1099 requirement:

IRS - Charitable rate is $.14/per mile, IRS Business rate is $.58
Reimbursement differs per agency/organization. Some agencies/organizations do also pay for “unloaded” miles and some do not. Some agencies/organizations pay the charitable rate, some pay more than the charitable rate. Tri-Valley pays the IRS business rate of $.58
If a driver earns more than $599 per year, they meet the 1099 requirement.

Marcia verified this is a barrier for those that have other sources of income, Ex: Farmers with land income. The RTC had 2 volunteer drivers that this affected.
This issue will be included in the letter to the legislature.
4) Application and Insurance requirements:

**Application:**
Tri-Valley has an application in place at this time. This application was provided for review. Another example that was also viewed was Marshall County Social Services application, which was similar. Marcia verified Tri-Valley does a criminal background check as well.

**Insurance Requirements:**
Vehicle Liability insurance – Minimum is required.
There is no law that states volunteer drivers will need additional coverage, but ambiguity in state law has made it difficult for issuers to determine the most appropriate coverage.
Don mentioned most volunteers do not communicate to Issuers that they are a volunteer driver.

There was some discussion on liability issues regarding sharing resources in transportation, examples including schools can only transport students in the buses.

DAV – Volunteer program for Veterans, they will only transport Veterans, they are not willing to share resources to include any individuals in a ride, unless they are a Veteran. This was another barrier that was discussed.

5) Volunteer Driver training:

Should training be part of the process? And what should be included in the training?

Tri-Valley offers over the phone orientation training, and in person training once per month. Some examples for monthly training are: Abuse policies, vehicle maintenance, recognizing scams.
The volunteers receive a meal and a gift for recognition.

6) Discussion on creating a Volunteer Guide/Handbook:

Some examples were presented of a volunteer driver guide/handbook.
Tri-Valley also has a handbook. Marcia will email a copy of the guide/handbook to Troy and Lorna. Lorna will forward the Tri-Valley handbook to all members once received.

7) Review letter to the legislature, suggestions for changes:

Letter includes Reimbursement, tax and insurance barriers for volunteer drivers was reviewed. A Bill H.R. 2072 “Volunteer Driver Tax Appreciation Act of 2019” was introduced 4/3/2019 by Collin Peterson, although the bill has not become law as of yet.

Enclosed with the agenda is the draft letter and bill for review.

It was decided that the members would continue to review the letter and respond with any changes or suggestions.

8) Meeting schedule:
Next meeting November 20\textsuperscript{th} 12:00 pm – 2:00 pm at the Joint Operations Facility.

Thank you for attending today, and I look forward to our next meeting.

Adjournment