

COMMITTEE REPORT

COMMITTEE: Social and Environmental Committee
CHAIRPERSON: Brandon Behlke
DATE/TIME: September 17, 2015, 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Dan Hughes
<input checked="" type="checkbox"/> Bill Bingham	<input type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Steve McIntyre	<input checked="" type="checkbox"/> Martin Werner
<input checked="" type="checkbox"/> Robert Heuerman	

A quorum was established.

BOARD MEMBERS PRESENT:

OTHERS PRESENT: Rich Machala and Dan Reimer

1. Minutes Approval

- a) **Steve McIntyre made a motion to approve the minutes from the July 16, 2015 Social & Environmental Committee meeting and the August 11, 2015 Special Social & Environmental Committee meeting. Seconded by Dan Hughes and motion passed.**

2. Citizens' Comments

3. Unfinished Business

- a) FY2014/FY2015 Strategic Goals & Plans - The two items are completion of the Jo Daviess County Transit building expansion project and find funding for W.I.C. case management.
- b) Update on JDC Transit Building Addition Project – Rich Machala reported that the electrical conduit and sprinkler system have been installed in the new addition. All walls are studded and radiant heat is installed. The furnace is installed but needs to be hooked up to the gas line and water needs to be hooked to the water line. Items still to be completed are windows, electrical wiring, pressure air lines, sheetrock on the walls, walls painted, carpet installed and blacktop laid.

4. New Business

- a) Discussion and possible action on IDOT Compliance Review Items requiring Social & Environmental Committee/Jo Daviess County Board action
 - i. Approve a revised Jo Daviess County Transit Procurement Manual (Policy) – Rich Machala reported that the procurement policy that we had was approved by IDOT, however the compliance review recommended using a template that the federal government has so that we will be covered for everything. **Bill Bingham made a motion to approve a revised Jo Daviess County Transit Procurement Manual (Policy). Seconded by Bob Heuerman and motion passed.**
 - ii. Approve a revised Jo Daviess County Transit Vehicle/Lift Preventive Maintenance and Repair/Service Policy – Rich Machala reported that he has revised the policy to show our rationale is based on manufacturer's recommendations and there are addendums that indicate when these intervals are and what is to be performed at each event. **Bill Bingham made a motion to approve a revised Jo Daviess County Transit Vehicle/Lift Preventive Maintenance and Repair/Service Policy. Seconded by Bob Heuerman and motion passed.**

- iii. Approve a revised Jo Daviess County Transit Anti-drug & Alcohol-Misuse Policy – Rich Machala reported that he made a revision on the first page to add an addendum for the purpose of changing title signatures in the future. **Dan Hughes made a motion to approve a revised Jo Daviess County Transit Anti-drug & Alcohol-Misuse Policy. Seconded by Bob Heuerman and motion passed.**
 - iv. Approve Jo Daviess County Transit recommendation to discontinue medical transportation from East Dubuque to Dubuque – Rich Machala reported that we cannot transport passengers from within the city limits of East Dubuque to Dubuque because East Dubuque is actually part of the Dubuque mass transit district. **Bill Bingham made a motion to approve the Jo Daviess County Transit recommendation to discontinue medical transportation from the City of East Dubuque to the City of Dubuque, IA. Seconded by Dan Hughes and motion passed.**
 - v. Approve Jo Daviess County Transit recommendation to establish a “Flat Rate” billing schedule – Rich Machala reported this is an advisory finding that we use a flat rate for medical trips. We currently charge by the hour for medical trips from the time we pick up a rider until the time we return them back home. **Bill Bingham made a motion to approve the Jo Daviess County Transit recommendation to maintain the current hourly rate schedule as it relates to medical trips. Seconded by Bob Heuerman and motion passed.**
- b) Discussion and possible action to adopt a Resolution to Approve Change Order #4 for the Jo Daviess County Transit Building Addition Project – Dan Reimer reviewed change order #4 for the Jo Daviess County Transit Building Addition Project which is to unhook and rewire the fuel tanks in the amount of \$1,932.92. **Dan Hughes made a motion to approve a Resolution to Approve Change Order #4 for the Jo Daviess County Transit Building Addition Project. Seconded by Bob Heuerman and motion passed with 5 ayes and 1 nay. One nay vote was recorded for Steve McIntyre.**

5. Staff Reports

- a) Jo Daviess Transit – Rich Machala handed out his report to the committee. He asked the committee if it would be possible for him to get his report to them one month late because of the timing of the monthly committee meeting. He does not usually get his financial information closed out until after the committee meeting. There is now a Jo Daviess County Transit page on the County website.
- b) Jo Daviess County PCOM – The PCOM report was included in the information packet.
- c) Public Health – Nothing to report at this time.
- d) Mental Health Board – Nothing to report at this time.
- e) Other Boards – Nothing to report at this time.

6. Citizens’ Comments

7. Board Member Concerns – Brandon Behlke commented that the next Social & Environmental Committee meeting conflicts with the budget workshop. Depending what is on the agenda we will tentatively hold the meeting prior to the October 13th County Board meeting.

Motion to adjourn was made at 8:01 pm by Bill Bingham, seconded by Steve McIntyre and motion passed.