

**MEETING MINUTES: RPA 1 Transportation Advisory Group**  
**Friday, June 24, 2016 9:00 a.m. - Upper Explorerland RPC, Decorah**

**Committee members in attendance:** Sam Castro, Staci Sweeney, and Janna Diehl. **Others in attendance:** Rachelle Howe & Michelle Barness, UERPC

1. Meeting called to order at 9:08 a.m. by Howe
2. Recap of last meeting's notes from March 18, 2016
3. UERPC Transportation Update – Rachelle introduced Michelle Barness as the new planner on board. Barness will be assisting with DOT work, mapping and more. The staff have been working on the Transportation Improvement Plan with DOT staff. The final plan is due July 15<sup>th</sup>. The policy board will host a public hearing on July 7 at 11:00 at the Postville UERPC office if anyone would like to attend. The document is on the website, please review and make any comments.
4. NEICAC Transit Mobility Manager and Director Updates – Castro updated the group on various education/awareness programs that they are involved with such as Bus signage, Nordic fest shuttles, Veteran Wall shuttle, Cresco's 150<sup>th</sup> Anniversary shuttle, summer movie night from Fayette to Sumner, Pooch Run; assisted with the Tractor Cade in Waukon.
5. Work Plans for select PTP goals – update
  - A. Networking Conference

Goal: Consider a networking conference (possibly in conjunction with NIBN) – a networking conference in the region would be beneficial in many fields and enhance relationships that could benefit the link that brings them together, transportation.

Update:  
*A conference was discussed for the Summer of 2017 in conjunction with the area chamber workshop or NIBN course. Spiff was discussing with NIBN and chamber members. Castro is looking into speakers and panelists for the categories of human services, general public, aging and businesses.*
  - B. Stakeholder Map

Goal: Develop a transportation stakeholder map – a map that details where people are coming from, where they are going and what agencies can assist in between would truly build a stronger link within the region.

Update : Castro was going to check in with UIU students and staff to see if they would be willing to take on such a project.
  - C. How-To-Guides

Goal: Develop “how-to” guides to make transportation east- creating a brochure and/or video of how to use transit in Region 1 would make those new to the transit system feel more comfortable with the process.

Update :  
*Castro is working with Spiff from Howard County on developing training videos on “How to Call EARL”.*
6. Items from committee members: needs/concerns :
  - \* Area Agency on Aging department is moving to the Spectrum Building
7. The next meeting will be held on Friday, September 16 at 9:00 a.m. in the Decorah office

Respectfully submitted,  
Rachelle Howe