

**NORTHWEST REGIONAL TRANSPORTATION
COORDINATING COUNCIL (NWRCC)
REGION 1 Meeting Minutes**

Date: April, 29 2021

Time: 11pm – 1pm

Place: Zoom Call:

11am Welcome/Introductions – Sharon Bring, Marshall County; Jennifer Olson, Emergency Management NWRDC; Nancy Ellis, EGF City Area Transit; Connie Traska, NWRDC; Seth Nelson, Pennington County; Troy Schroeder, NWRDC; Kristi Nelson, Region I Social Services Representative; Stephanie Aasness, Land of the Dancing Sky Area Agency on Aging; Lezlie Grubich, Paul Bunyan Transit; Jake Schutt, MNDOT data analysis; Terry Kouba, Grand Forks Metro Planning Organization; Tom Gottfried, MCOTA; Dyana Dunnigan, Fosston City Bus; Domita Mack, Vetereans Services Marshall County; Tammy Haugen, DAC Falls Diversity in TRF; Marcia Haglund, Tri-Valley Transportation; Tori Hunkus, MNDOT; Alex Storaken, GIS Specialist with Jake Schutt; Alex O'Riley, intern with Tom Gottfried, MCOTA.

11:05 Any agenda items to be added? *Add Jake and Alex to Agenda after Tom and before member updates.*

11:15 Approval of November and January minutes *November motion Sharon Bring, Second Nancy Ellis; motion passed. January motion Domita Mack, second Sharon Bring; motion passed.*

11:25 RTCC Program Updates - Michelle Litchig, MNDOT – *Phase 4 Application transforms the work plan to express the relation nature of the work we do. Mobility management builds partnerships and solutions stem from community development and collaboration. Logic models help us measure this work and the narrative helps us describe how we externalize that effort.*

11:35 Legislative Updates – Tom Gottfried, MCOTA – *Purpose of the RTCCs is to inform MCOTA how to change to make services more effective and efficient. We are the local partnerships to identify the problems and solutions that use the existing systems and resources more efficiently. How can we use them better? How can we make it more cost effective? Example of effective advocacy/change is the Volunteer*

Driver legislative changes defining volunteer driver and a state income tax subtraction.

- 11:45 Member Updates - attendees
- 12:00 NWRRTCC Program Update – Lynnell
Phase 4 Grant Application / Logic Model
New to work plan is “Emergency Management” Jennifer Olson, NWRDC
New work plan / revise by-laws to reflect 6 RTCC meetings per year
- 12:25 Review Website work – Connie Troska, NWRDC
Home, About, Local Transportation, Volunteer Driver
Review for consistency between by-laws, MCOTA page, operational plan
- 12:25 Work Team Assignments – expect to communicate and work on tasks between RTCC meetings.

Executive Work Team (review by-laws, vision and ABOUT page) see link below for MCOTA page on RTCC Marcia, Sharon, Kristi, Domita and Dyana
<http://www.coordinatemntransit.org/regional/rtccs/>

Volunteer Driver Work Team (VOLUNTEER page) see below for link to MCOTA article of interest. (Helen, Marcia Haglund, Darcy Hestekind)
<https://conservancy.umn.edu/bitstream/handle/11299/189303/MCOTA%2017-02.pdf?sequence=1&isAllowed=y>

Vehicle Sharing / Private and Non Profits (LOCAL TRANSPORTATION page) See link for MCOTA article of interest. Marcia, Danica, Jo Bittner
http://www.coordinatemntransit.org/MCOTA/documents/MCOTA_VehicleSharing_Report_2013.pdf#:~:text=barriers%20to%20vehicle%20sharing%20among%20private%20human%20services,of%20MCOTA%2C%20as%20well%20organizations%20within%20the%20HSP