

DTA
Dakota Transit Association
Annual Membership Meeting, Board Minutes
Ramkota Hotel, Watertown, SD
September 14, 2020

CALL TO ORDER:

On September 14, 2020 a general membership meeting was called to order by DTA President Brian Horinka at 8:00am at the Ramkota Hotel in Watertown, SD.

ATTENDANCE:

Brian Horinka
Tom Wanttie
Karrie Mikkelsen
Terry Hoffman
Kathy Holman
Randy Hartman

STAFF PRESENT:

Jacqueline Senger, Executive Director
Pat Hansen, Financial Record Keeper

ROLL CALL:

Karrie read roll call. During roll call ballots were handed out to transit agencies that were present. Members present were as follows:

ND DTA Members:

Cavalier County Transit, James River Transit, Minot City Transit, and South Central Adult Service Council.

SD DTA Members:

Aberdeen Ride Line, Brookings Area Transit Authority, Community Transit of Watertown-Sisseton, Inc., Freeman Community Transit, Inter-Lakes Community Action, Prairie Hills Transit, River Cities Public Transit, Rural Office of Community Service, Inc. Transit, Sioux Area Metro (SAM), and Yankton Transit, Inc.

Absent members:

ND DTA Members:

Airport Express, Benson County Transportation, Bis-Man Transit, Cities Area Transit, City of Fargo MATBUS, Dickey County Transportation, Dickinson Public Transit, Golden Valley/Billings County (G.V.B.) Council on Aging, Hazing Busing/City of Hazen, Kenmare Wheels & Meals, Inc., Kidder Emmons Senior Services, Nutrition United, Inc., Pembina County Meals & Transportation, Senior Meals & Services, Souris Basin Transportation, Southwest Public Transit, Standing Rock Public Transit, Valley Senior Services, Walsh County Transportation, West River Transit, Wildrose Public Transit, and Williston Senior Center.

SD DTA Members:

Palace Transit, People's Transit, Rapid Transit System, Rosebud Sioux Tribe Transportation, and Vermillion Public Transit.

APPROVAL OF AGENDA:

Ron Baumgart/Peter Smith made a motion to accept the agenda.

APPROVAL OF BOARD MINUTES:

Carleen Schill/Pat Hansen made a motion to accept the 2019 annual membership board minutes: Motion carried.

APPROVAL OF FINANCIAL REPORTS & 2020-2021 BUDGET:

Peter Smith/Brenda Schweitzer made a motion to accept the financial reports and the 2020-2021 budget: Motion carried.

PASS TRAINING:

Linda Freeman reported on PASS training. Most PASS classes that were scheduled were cancelled due to the pandemic. A couple of small classes were held; one in Aberdeen, SD and one in Dickinson, ND. The December 2020 class is still on the schedule for Aberdeen, SD. PASS training is one of DTA's revenue sources. Adam Sharkey and Andy Sharp are willing to do a PASS training class in 2021 if needed. Please watch the tidbits and website for any updates. Driver recertification is required every 2 years.

CTAA is requiring trainers to take an online class to be able to do the new 7.0 PASS training. CTAA will only provide electronic versions of the trainee books and all correspondence between the trainers and the main office is done electronically as well. CTAA agreed to replace all of DTA's 70 6.0 books with the new 7.0 version at no cost. The maltreatment awareness class will no longer be provided with PASS as the new version of PASS covers a lot of that material. For more information on PASS contact Linda Freeman at 701-848-6480 or email Linda at lindaafreeman1@gmail.com.

HOST CITY PRESENTATION:

Brian Horinka presented Kathy Holman and Terry Hoffman with an appreciation plaque for all of their extra work that Community Transit of Watertown-Sisseton, Inc., put into this year's DTA Conference & Rodeo.

SURVEY MONKEY:

An online survey will be sent to all members for feedback and comments following the conference.

CTAA:

CTAA has been cancelled for this year. Next year's CTAA Expo will be June 13-17, 2021 in Richmond, VA.

BY-LAW CHANGE

Brian read the proposed change to the by-laws; President-the President shall serve as the leader of the Association and as Chairman of the Board of Directors. The duties of the President shall include but not limited to the calling and presiding at all Association and Board Meetings, directing the affairs of the Association not otherwise specified by these by-laws, signing of the contracts on the behalf of the Association, serving as an ex-officio member of all committees and approving the travel requested form the Executive Director. Peter Smith/Carleen Schill made a motion to accept the changes to the by-laws: Motion carried.

BOARD ELECTIONS:

Terry Hoffman nominated Erin Humphrey from Dickinson Public Transit, Dickinson, ND. Carleen Schill nominated Matthew Peterson from City of Fargo MATUBS, Fargo, ND. Randy Hartman nominated Kathy Holman from Community Transit of Watertown-Sisseton, Inc., Watertown/Sisseton, SD, and Barb Cline nominated Megan Gould from Rapid Transit System, Rapid City, SD. Carleen Schill/Travis Bortnem made a

motion to cease nominations: Motion carried. After nominations ceased, ballots were tallied and the results are as follows: Erin Humphrey and Kathy Holman were elected to the board.

Adam Sharkey from River Cities Public Transit, Pierre, SD will be finishing the remainder of Randy Hartman's At-Large term as Randy has retired. The At-Large term will be up for re-election next year.

WEBSITE PRESENTATION:

Brian presented the new updated version of the DTA website to the membership. The more user-friendly website will go live soon.

QUESTIONS & DISCUSSION:

Discussion was held on "Christmas at the Capitol." Christmas at the Capitol is one of South Dakota's holiday traditions. Brenda Schweitzer inquired about whether or not DTA wanted to be a part of this event. Brenda and Terry Hoffman will discuss this further.

Discussion was held on the Sunday morning awards ceremony. Barb Cline would like everyone to have the opportunity to read and vote on all the award nominations pertaining to Driver of the Year, Outstanding Support Staff, Friend of Transit, Above and Beyond, and Agency of the Year. She feels it is important that these individuals are recognized for the work that they do. In the past, the winners of these awards have had their nominations letter read during the awards ceremony and this year that wasn't done. Brian also reminded the members that the award letters all have criteria and to follow that criteria when submitting your nominations. Changes to the award nominations and voting procedures either through a Survey Monkey, putting all nominees in the tidbit, etc. will be discussed at the next board meeting.

DOOR PRIZES:

Door prizes will be handed out at the vendor show this year and you must be present to win.

VENDOR SHOW:

This year's vendor show will include Hors d' oeuvres and a Cash Bar. Although some vendors are not allowed to travel due to company travel restrictions, there are several vendors that will be in attendance. Revenue from the vendors is expected to be over \$15,000.

ASSOCIATE MEMBER:

John Meyer, Safe Fleet, inquired about becoming an Associate Member of DTA. Jacque will get back to him about this.

ROADEO WINNERS:

ND:

1st Place; Terry Holland, West River Transit, Bismarck

2nd Place; Dustin Limberg, South Central Adult Service Council, Valley City

3rd Place; Stevenson St. Louis, South Central Adult Service Council, Valley City

4th Place; Larry Moser, James River Transit, Jamestown

SD

1st Place; Lee Moseley, River Cities Public Transit, Pierre

2nd Place; Kristine Madsen, BATA, Brookings

3rd Place; Jeff Howen, River Cities Public Transit, Pierre

4th Place; Wambli Meeter, River Cities Public Transit, Pierre

5th Place; Joe Malmassari, River Cities Public Transit, Pierre

AWARD WINNERS:

ND Driver of the Year; Terry Holland, West River Transit, Bismarck

ND Outstanding Support Staff; Glen Peterson, James River Transit, Jamestown

SD Driver of the Year; Dave Gabel, River Cities Public Transit, Pierre

SD Outstanding Support Staff; Kelvin Boschee, Aberdeen Ride Line, Aberdeen

SD Friend of Transit; Randy Tupper, Community Transit of Watertown/Sisseton, Inc., Watertown/Sisseton

SD Above and Beyond; Brian Nye, Prairie Hills Transit, Spearfish

SD Agency of the Year; Community Transit of Watertown/Sisseton, Inc., Watertown/Sisseton

COMMENTS:

Extra drivers training was provided this year during the Roadeo. The drivers were split into 4 groups; 1 group drove, 1 group did wheelchair securement, 1 group did pre-trip inspection and 1 group watched the video "Human Trafficking Awareness". Comments noted were that the drivers enjoyed the extra training and the smaller groups. There is talk next year to provide another class or form of training for the drivers on Saturday and eliminate the class on Sunday. Discussion was also held on starting the awards ceremony later on Sunday morning.

OUTINGS:

There is no specific outing planned Tuesday after the conclusion of the vendor show. Some suggestions for someplace to go are the Goss Opera House, Mavericks Steaks & Cocktails, and Dempsey's Brewery Pub. There will also be a fire pit set up outside of the hotel for anyone that is interested in gathering outside.

Carleen Schill/Brian Horinka made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Karrie L. Mikkelsen
Secretary