

DTA
Dakota Transit Association
Board Minutes, Aberdeen, SD
January 13, 2020

CALL TO ORDER:

On January 13, 2020 the Board of Directors meeting was called to order by President Brian Horinka at 2:15 pm at the Townplace Suites.

ATTENDANCE:

Terry Hoffman
Kathy Holman
Brian Horinka
Ali Rood
Tom Wanttie
Randy Hartman
Karrie Mikkelsen – on conference call

Jack Dokken, SDDOT – joined on second day

ABSENT:

None

STAFF PRESENT:

Jacqueline Senger, Executive Director – on conference call

APPROVAL OF BOARD MINUTES:

Randy Hartman/Ali Rood made a motion to accept the minutes from the November 4-5 board meeting held at the TownPlace Suites in Aberdeen. Motion carried.

APPROVAL OF FINANCIALS:

Tom Wanttie/Terry Hoffman made a motion to accept the Balance Sheet and the Profit & Loss financial reports. Motion carried.

SURTC TRAINING OPPORTUNITIES:

Rob Lynch sent an email to Becky Hanson, NDDOT, regarding new training opportunities. Jacque forwarded to the board for their information and consideration for DTA. Jacque will include this information in the next Tidbit.

FALL CONFERENCE SPEAKERS & ENTERTAINMENT:

The Board reviewed the schedule for the fall Roadeo and Conference. Jacque will contact Lisa from Q'Straint regarding securement training on Friday evening. Music will be provided during the Roadeo by Rick Senger. Jacque will explore band options for the Roadeo Banquet. The Hallelujah Hooligans will emcee and entertain at the Sunday morning Awards Breakfast. There will be two driver training sessions on Sunday: Human Trafficking and Difficult Decisions: Policy vs. Day-to-Day. Terry recommended options for Sunday afternoon outings, including Redland Arts Center, Joy Ranch, and the Opera House. Registration will be open from 4-8 pm on Sunday. Linda will help with registration again. Jacque will explore options for a Sunday evening social with appetizers. Music will be provided by Rick Senger.

The conference will begin Monday morning with a short welcome and General Membership Meeting, followed by a Human Trafficking session led by Youthworks. The Mayor of Watertown will speak during lunch on Monday. Monday afternoon there will be two sessions: Succession Planning & Mentoring led by Carol Wright, and Communication Strategies for Managers by Martha from Byron & Associates. Jacque will ask Martha to include content on documentation of manager communications, templates, and sample forms. FTA and DOT will meet Monday afternoon, followed by the Harlow's Hospitality event.

Tuesday morning will begin with a session on Managing the New Workforce by Martha from Byron & Associates. The second session on Tuesday morning will be on Serving Passengers with Dementia. Tom will contact the speaker from Aberdeen and request they focus on setting policies for serving passengers with dementia. There will be no speaker at lunch on Tuesday. After lunch will be a panel including representatives from FTA, NDDOT, SDDOT and CTAA. The panel will be guided with topics recommended by DTA members and panel members, including technology, ride share services, facility grants, planning documents, and other policy questions. The vendor show will follow the panel. Terry will explore an outing at Dempsey's Irish Pub following the vendor show.

FALL CONFERENCE NAME:

Navigating the Future

REGISTRATION FORMS:

The board discussed leaving the registration forms and cost the same. The deadline will be set on Friday, August 7th.

AWARDS:

The award nomination forms have been posted on the DTA website. The Board discussed asking DOT representatives to help review award nominations. It was also suggested that the Executive Director participate in reviewing nominations and selecting winners.

AUDIT INFORMATION:

All of the information has been submitted and is under review by NDDOT.

WEBSITE CHANGES:

The Board discussed rebuilding the website to enable direct uploads and updates. Jacque received a “loose quote” of \$4,500 from Greg. The goal is for the Executive Director and/or Board to have the ability to add, remove, and modify content at any time. Jacque and Brian will follow up on procurement process and moving forward with purchasing Greg’s services.

PASS TRAINING UPDATE:

Jacque and Linda will ask who is willing to host a training session in the next year. They will be getting four sessions set up and offer additional sessions as needed and report back to the Board.

2023 CONFERENCE:

Jacque is awaiting information from Jamestown. Minot is also interested in hosting the conference. The Board will review proposals at the next meeting.

NEXT BOARD MEETING:

The Board will meet in Aberdeen on May 4-5.

Tom Wanttie/Terry Hoffman made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Ali Rood
Secretary