

Paul

**VALLEY COUNTY TRANSIT BOARD  
MEETING AGENDA**

**Thursday, February 14, 2019 @ 3:00 PM  
Valley County Transit  
213 9<sup>th</sup> Street South, Glasgow**

Call meeting to order

Introductions

Minutes from November meeting

Correspondence

Reports

Unfinished Business:

Policies:

Volunteering

Hygiene

Wheelchair Use

Employee Benefits

New Business:

Camera Policy

Review Section 1 of Emergency Operations Plan

Other Business:

Next meeting: May 9, 2019

Adjourn

**Valley County Transit Meeting**

213 9<sup>th</sup> Street South

Glasgow, MT 59230

The Valley County Transit Board met on Thursday, November 8, 2018, in the Valley County Transit office.

Present: Colleen Forrester, Connie Wethern, Holly Hunziker, Sherry Richardson and Deb Cornwell via telephone.

Chairperson Colleen Forrester opened the meeting at 3:00 PM

**Minutes:**

Motion made by Connie W, seconded by Sherry R. to accept the minutes of the last meeting on August 9, 2018.

Correspondence: None

Managers' Report: Colleen P. requested Debbie Cornwell to come in and sign an "in kind" report.

Colleen presented us with budget sheets and explained where we were at in reference to time of year and budget balances.....

She also gave out a new membership listing of the board.

Colleen told us that a new bus was forthcoming. Deb C. asked what we did with old buses ....Colleen said "we sell them".

Holly Hunziker was introduced to committee members.....

**Unfinished Business:**

A motion was made and seconded by Connie W. and Holly H. to accept the Emergency Operation Plan that was given out to us at the last meeting.

**New Business:**

Policy on Charity will be renamed Volunteering. Colleen will contact Job Service to get their input on this policy before adoption.

The policy on wheel chairs was discussed.....the problem of urinating on the bus was discussed....If this is a reoccurring situation, the passenger has to have a plan in place to remedy the situation otherwise we be unable to provide service to the passenger.

It was also noted that all electric wheel chairs be turned off while boarding the bus and can only be reengaged at the discretion of the driver.

Employee benefit policy will be revised to include all drivers regardless of hours worked.

Colleen will contact other agencies to see what policies they have in place for security cameras.

It was noted that a sign be posted on each bus informing passengers that "cameras and voice recording equipment were on each bus".

Other Business:

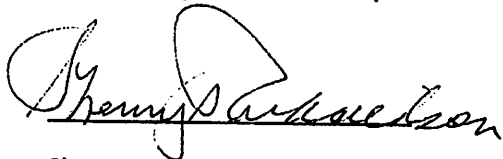
Capitol request...

Colleen is considering applying for a new bus, another wheel chair Van and possibly new tablets.

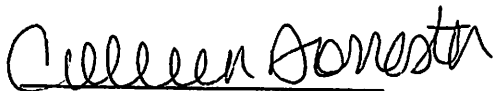
It was discussed about having a "planning meeting" which the board agreed upon that we didn't need one as long as Colleen was in agreement.

Next meeting was set for February 14, 2019

Meeting adjourned at 4:00 pm.



Sherry Richardson, Secretary



Colleen Forrester, Chairperson