

COMMITTEE REPORT

COMMITTEE: Social and Environmental Committee
CHAIRPERSON: Dianne Allendorf, Chairperson
DATE/TIME: October 19, 2023 at 6:30 p.m.

PRESENT:

☒ Dianne Allendorf
☒ Tina Brandel

☒ Lynn Gallagher
☒ Joseph Heitkamp

☐ Bob Heuerman
☒ LaDon Trost

A quorum was established.

BOARD MEMBERS PRESENT: None.

OTHERS PRESENT: Scott Toot. Nicole Hermesen appeared electronically.

1. Minutes Approval:

- a) Minutes of the May 18, 2023 Social & Environmental Committee Meeting – Joe Heitkamp made a motion to approve the minutes of the May 18, 2023 Social & Environmental Committee meeting. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.
- b) Minutes of the September 12, 2023 Special Social & Environmental Committee Meeting – Lynn Gallagher made a motion to approve the minutes of the September 12, 2023 Special Social & Environmental Committee meeting. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.

2. Citizens' Comments: None.

3. Unfinished Business:

- a) FY2023/FY2024 Strategic Goals and Plans – The committee reviewed their FY2023/FY2024 strategic goals and plans at this time. The committee has a lot of work to do on their goals.

4. New Business:

- a) Discussion and possible action on Transit Training Manager position description – Nicole Hermesen explained that the Transit Training Manager position has been talked about briefly over the course of probably the last year and a half. It became more of a need as of late due to two large liability concerns and issues that have arisen. This position directs safety and operator training in compliance with federal, state and local driving and safety regulations. They would oversee, design and implement training programs for new and current transit drivers, and other operations staff. They would also oversee the development and continuous improvement of transit safety policies, procedures and programs. A lot of this position is looking at decreasing the liability of the County as well as insuring the safety of the passengers on the vehicle. Scott Toot added that he has discussed this position with Hermesen and this position is sorely needed up at Transit. Lynn Gallagher made a motion to move the Transit Training Manager position description and grading of the Transit Training Manager position on to the Personnel Review Committee. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.
- b) Discussion and possible action on grading of Transit Training Manager position – Action taken in item a).
- c) Discussion and possible action on a Contract with Jo Daviess County Transit and Galena ARC – Nicole Hermesen explained that the contracts are only good for one year. These come

to the committee and County Board every November. **Joe Heitkamp made a motion to approve a Contract with Jo Daviess County Transit and Galena ARC. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**

- d) Discussion and possible action on a Contract with Jo Daviess County Transit and City of Galena-Weekend & Hotels – **Tina Brandel made a motion to approve a Contract with Jo Daviess County Transit and City of Galena – Weekend & Hotel. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.**
- e) Discussion and possible action on a Contract with Jo Daviess County Transit and City of Galena-City Limits – **Joe Heitkamp made a motion to approve a Contract with Jo Daviess County Transit and City of Galena – City Limits. Seconded by Lynn Gallagher and motion carried following a voice vote resulting in all ayes.**
- f) Discussion and possible action on a Contract with Jo Daviess County Transit and East Galena Township – **Lynn Gallagher made a motion to approve a Contract with Jo Daviess County Transit and East Galena Township. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**
- g) Discussion and possible action on a Contract with Jo Daviess County Transit and West Galena Township - **Joe Heitkamp made a motion to approve a Contract with Jo Daviess County Transit and West Galena Township. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**
- h) Discussion and possible action on a Contract with Jo Daviess County Transit and Riverview Center - **Lynn Gallagher made a motion to approve a Contract with Jo Daviess County Transit and Riverview Center. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.**
- i) Discussion and possible action on a Contract with Jo Daviess County Transit and Galena Public Library District - **Tina Brandel made a motion to approve a Contract with Jo Daviess County Transit and Galena Public Library District. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.**
- j) Discussion and possible action on a Contract with Jo Daviess County Transit and Stephenson County Senior Resource Center - **Joe Heitkamp made a motion to approve a Contract with Jo Daviess County Transit and Stephenson County Senior Resource Center. Seconded by Lynn Gallagher and motion carried following a voice vote resulting in all ayes.**
- k) Discussion and possible action on a Contract with Jo Daviess County Transit and The Workshop - **Lynn Gallagher made a motion to approve a Contract with Jo Daviess County Transit and The Workshop. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**
- l) Discussion and possible action on a Contract with Jo Daviess County Transit and The Jo Daviess Conservation Foundation - **Joe Heitkamp made a motion to approve a Contract with Jo Daviess County Transit and The Jo Daviess Conservation Foundation. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**
- m) Discussion and possible action on a Contract with Jo Daviess County Transit and Galena Strauss Senior Care - **Tina Brandel made a motion to approve a Contract with Jo Daviess County Transit and Galena Strauss Senior Care. Seconded by Lynn Gallagher and motion carried following a voice vote resulting in all ayes.**

- n) Discussion and possible action on a Contract with Jo Daviess County Transit and The Galena Foundation – **Dianne Allendorf made a motion to approve a Contract with Jo Daviess County Transit and The Galena Foundation. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.**
- o) Discussion and possible action on a Contract with Jo Daviess County Transit and The Mop Shop – Nicole Hermesen commented that this is a new contract this year. They did the contract so that they could transport people to the Mop Shop. This is part of the initiative that we started to assist people having access to food pantries. A lot of these organizations are only open the second Saturday of each month. Our contract with the City of Galena ends at the end of October. After that we do not operate on the weekend. We are working with these organizations to assist the residents so they have the ability to get to these locations on that Saturday. **Joe Heitkamp made a motion to approve a Contract with Jo Daviess County Transit and The Mop Shop. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**
- p) Discussion and possible action on a Contract with Jo Daviess County Transit and The Elizabeth Food Basket – This contract was not included in the packet. **Lynn Gallagher made a motion to approve a Contract with Jo Daviess County Transit and The Elizabeth Food Basket. Seconded by Tina Brandel and motion carried following a voice vote resulting in all ayes.**

Lynn Gallagher withdrew the motion to approve a Contract with Jo Daviess County Transit and The Elizabeth Food Basket due to the contract not being in the packet for review. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.

- q) Discussion and possible action on a Contract with Jo Daviess County Transit and AHVA Living of East Dubuque – This contract was not included in the packet either. Hermesen has not heard back from AHVA Living of East Dubuque on this contract. This item was postponed at this time and will be included on the November agenda.
- r) Discussion and possible action on a resolution to establish a Technical Advisory Committee of key stakeholders for the Transit Statewide/Non-Metropolitan Transportation Planning Federal Section 5305 (e) Grant in regards to the project of Comprehensive Analysis of Demand Response Ridership and Transit-Dependent Demographics in Jo Daviess County – Nicole Hermesen explained that we were awarded the grant and when we received the contract there are a list of requirements that the Federal government and the State makes us abide by for any of those projects. One of those requirements is that we have to establish a Technical Advisory Committee for this comprehensive plan. This committee will review the study's overall objectives, scope of services, coordination and communication protocols, timetable, data requests, extent and methods of public involvement, and other necessary items for the project. They shall provide comments and relevant feedback for the study as well as provide the County Board with a final report at the conclusion of the project. It is a check and balance for the State and the feds that we are getting the most out of this project that we possibly can. **Dianne Allendorf made a motion to approve a resolution to establish a Technical Advisory Committee of key stakeholders for the Transit Statewide/Non-Metropolitan Transportation Planning Federal Section 5305 (e) Grant in regards to the project of Comprehensive Analysis of Demand Response Ridership and Transit-Dependent Demographics in Jo Daviess County. Seconded by Joe Heitkamp and motion carried following a voice vote resulting in all ayes.**
- s) If item r. is approved, discussion and possible action to appoint: - There was no action needed at this time on the Technical Advisory Committee appointments. The appointments will go to County Board for approval.

5. Staff Reports

- a) Jo Daviess County Transit Director/PCOM – Nicole Hermesen, Transit Director, reported that Transit is busier than ever especially with this project starting for the comprehensive analysis of ridership. We are working to continue to keep the vehicles on the road. It has been quite busy with vehicle issues, maintenance and getting them inspected. We have had quite a few drivers who have been in contact with people with COVID. We have encouraged people to test so that we are not helping facilitate the spread. We have instituted masks for the drivers and sanitizing the vehicles. We are looking at doing several more RFP's for construction in the spring. We will be starting our annual DOAP audit. Just waiting to hear back from the auditors on that. We should be having an in-person state audit coming up at the Transit facility as well. Ridership is up. We are really looking forward to what next year has to bring us.
- b) Public Health – Sandra Schleicher, Jo Daviess County Public Health Administrator, is on vacation and unable to attend.
- c) Mental Health Board – Lynn Gallagher reported that at the last several 708 Board meetings some of the folks on the committee have expressed their frustration with the closing of agencies and lack of services. A lot of places that were providing mental health support in the county are just not doing it anymore. After looking at the minutes from the retreat there were over 60 people who identified mental health as being something that was very important in our county. Not just for citizens but also the mental health and physical health for county employees. Gallagher talked to Allendorf about some of the ideas she had. Gallagher thought possibly LaDon Trost, County Chairperson, could appoint a sub-committee or task force to potentially look at the needs in the county. See what is here already. Maybe look at what other counties are doing and possibly collaborate with surrounding counties. Take a look at what we are doing and what we are providing for the county. There was just one agency that closed just in the last month that provided a lot of support. Dianne Allendorf stated she would be happy to attend the next 708 Mental Health Board meeting. Nicole Hermesen added that since that agency closed they have been receiving a lot of requests to go from Galena to Rock Island, IL in order to get those same services. Hermesen offered her help in any way.

6. **Citizens' Comments:** None.

7. **Board Member Concerns:** None.

8. **Adjourn:** Motion to adjourn was made at 7:17 p.m. by Joe Heitkamp and seconded by Tina Brandel. Motion passed following a voice vote resulting in all ayes.

Next regular meeting will be on Thursday, November 16, 2023 at 6:30 p.m.