

**Amendment #3 to the
2016 Coordinated Public Transit - Human Services
Transportation Plan for Kewaunee County, Wisconsin**

**Prepared by:
Bay-Lake Regional Planning Commission**

January, 2019

Amendment #3 to the 2016 Coordinated Public Transit – Human Services Transportation Plan for Kewaunee County, Wisconsin

The “Fixing America’s Surface Transportation” (FAST) Act requires the county *Coordinated Public Transit – Human Services Transportation Plan* to identify an approved program of projects prior to distribution of funds from the Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) program. Two other programs that were previously included in *Coordinated Public Transit – Human Services Transportation Plans* (Section 5316, the Job Access and Reverse Commute (JARC) Program, and Section 5317, the New Freedom Program) were discontinued in the previous federal surface transportation legislation (the “Moving Ahead for Progress in the 21st Century (MAP-21) Act), but were rolled into other existing programs; Section 5316 was rolled into Section 5311 in the case of Kewaunee County, while Section 5317 was rolled into Section 5310; these changes remained intact in the FAST Act.

The Bay-Lake Regional Planning Commission, the Kewaunee County Human Services Department, and East Shore Industries, Inc., after consulting with the Kewaunee County Transportation Coordinating Committee and with interested parties in Kewaunee County, has updated the *2016 Coordinated Public Transit – Human Services Transportation Plan for Kewaunee County, Wisconsin*, to reflect the amended program of projects for fiscal years 2017 through 2021.

The amended Table 6 which follows supersedes previous versions of Table 6 outlining the program of projects; these were found on page 18 of the original *2016 Coordinated Public Transit – Human Services Transportation Plan for Kewaunee County, Wisconsin*, as well as on page 2 of Amendment #1 to this plan (June, 2017).

<p style="text-align: center;">Table 6 Program of Projects for Fiscal Years 2017 - 2021 Kewaunee County</p>				
Program	FY 2017 Projects	FY 2018 Projects	FY 2019 Projects	FY 2020 Projects
Section 5310 (Enhanced Capital Assistance Program for Transportation of the Elderly and Persons with Disabilities)*	Kewaunee County Human Services Department - One (1) side entry minivan with five ambulatory positions and one wheelchair position at the cost of approximately \$33,000.	Kewaunee County Human Services Department - No applications	Kewaunee County Human Services Department - One (1) MV-1 vehicle with five ambulatory positions and one wheelchair position at the cost of approximately \$49,900.	Kewaunee County Human Services Department - No applications
	East Shore Industries, Inc. - Two (2) replacement medium sized gasoline powered buses with 11 ambulatory positions and two wheelchair positions at the cost of approximately \$114,000.	East Shore Industries, Inc. - One (1) replacement medium sized gasoline powered bus with 11 ambulatory positions and two wheelchair positions each at the cost of approximately \$58,700	East Shore Industries, Inc. - No applications	East Shore Industries, Inc. - One (1) replacement medium sized gasoline powered bus with 11 ambulatory and two wheelchair positions at the cost of approximately \$60,800.
*Applicant will continue to apply for listed project(s) if not funded in the year in which they are listed.				
NOTE: The county meeting participants unanimously approved the original 2017 - 2021 Program of Projects at their September 13, 2016, meeting. The county meeting participants also unanimously approved amendments to this 2017 - 2021 Program of Projects (second set of amendments shaded in gray) at their June 13, 2017, and December 11, 2018, meetings.				
Source: Kewaunee County Department of Human Services, 2016 and 2017; East Shore Industries, Inc., 2016, 2017 and 2018; and Bay-Lake Regional Planning Commission, 2016, 2017 and 2018.				

Interested Parties Notification

Interested parties included: those who participated in the 2016 coordination process; public and private transportation providers; human service agencies; care facilities for the elderly and/or persons with disabilities; major employers; local units of government; citizens; and the news media. All interested parties were notified through distribution of the agenda for the December 11, 2018, Kewaunee County Transportation Coordinating Committee (TCC) meeting, and were invited to fully participate in this meeting.

The following items are attached to the submitted amendment:

- List of invitees to the December 11, 2018, Kewaunee County TCC meeting;
- Agenda for the December 11, 2018, Kewaunee County TCC meeting; and
- Minutes of the December 11, 2018, Kewaunee County TCC meeting.

Invitation List – Kewaunee County Transportation Coordination Meeting – December 11, 2018

A-1 Medi Mobile
2819 University Ave.
Green Bay, WI 54311

Comfort Travel
1029 Sunset Beach Rd.
Suamico, WI 54205

Door County Green Bay Shuttle
7412 Elms Rd.
Sturgeon Bay, WI 54235

Algoma Public Library
406 Fremont St.
Algoma, WI 54201

Kewaunee Public Library
822 Juneau St.
Kewaunee, WI 54216

Julie's Country Care Express
N9541 Church Rd.
Casco, WI 54205

N. E. W. Transport Services
9431 County Rd. D
Forestville, WI 54213

Wheel Chair Transportation
1269 Langlade Avenue
Green Bay, WI 54304

City of Kewaunee
401 5th St.
Kewaunee, WI 54216

Village of Luxemburg
206 Maple St.
Luxemburg, WI 54217

City of Algoma
416 Fremont St.
Algoma, WI 54201

Tracy Nelson
East Shore Industries
813 Rabas St.
Algoma, WI 54201

Cindy Kinnard
Kewaunee County Public Health
810 Lincoln St.
Kewaunee, WI 54216

Scott Feldt
Kewaunee County Administrator
810 Lincoln St.
Kewaunee, WI 54216

Jane Babcock
Veterans Service Office
810 Lincoln St.
Kewaunee, WI 54216

Dave Cornelius
Kewaunee County Sheriff's Dept.
620 Juneau St.
Kewaunee, WI 54216

Tracy Nollenburg
Emergency Management
416 Fremont St.
Algoma, WI 54201

Laurie Bouche
E2120 County Rd. X
Casco, WI 54205

Pam Busch
Door-Tran
PO Box 181
Sturgeon Bay, WI 54235-0181

Autumn Fields
E426 County Rd. SS
Luxemburg, WI 54217

Dan Daul
1418 Dodge St.
Kewaunee, WI 54216

Wendy Hutterer
ADRC of the Lakeshore
810 Lincoln St.
Kewaunee, WI 54216

Lee Luft
N4702 Lakeshore Dr.
Kewaunee, WI 54216

Ryan Parys
Lakeland Care District
2985 S. Ridge Rd.
Ashwaubenon, WI 54304

Bryn Ceman
Care Wisconsin
2321 San Luis Pl.
Green Bay, WI 54304

Karen Trembl
915 Third St.
Kewaunee, WI 54216

Nick Cochart
Algoma School District
1715 Division St.
Algoma, WI 54201

Glen Schlender
Luxemburg-Casco School District
PO Box 70
Luxemburg, WI 54217-0070

Oak Creek/Algoma
1505 Washington St.
Algoma, WI 54201

Pine Tree
324 Robin Lane
Luxemburg, WI 54217

Invitation List – Kewaunee County Transportation Coordination Meeting – December 11, 2018

Paradise Estates
625 4th St.
Kewaunee, WI 54216

Emerald Shores Asst. Living
1100 Baumeister Dr.
Kewaunee, WI 54216

Silverleaf/Linden Manor
1204 4th St.
Kewaunee, WI 54216

Oak Creek Asst. Living
409 3rd St.
Luxemburg, WI 54217

Helping Hearts
143 School Creek Tr.
Luxemburg, WI 54217

Bay Road Place
500 E. Bay Rd.
Algoma, WI 54201

Violence Intervention Program
1045 Division St.
Algoma, WI 54201

Eye & Vision Clinics
140 School Creek Tr.
Luxemburg, WI 54217

Lakeshore Vision
1021 Jefferson St.
Algoma, WI 54201

Lakeshore Vision
1217 Ellis St.
Kewaunee, WI 54216

Atrium
1308 Lincoln St.
Kewaunee, WI 54216

Algoma Long Term Care
1510 Fremont St.
Algoma, WI 54201

Curative Connections
2900 Curry Ln.
Green Bay, WI 54311

Luxemburg Clinic-Prevea Health
101 School Creek Trail
Luxemburg, WI 54217

Bellin Health
140B School Creek Trail
Luxemburg, WI 54217

Bellin Health
575 4th St.
Kewaunee, WI 54216

Bellin Health
1510 Fremont St.
Algoma, WI 54201

Options for Independent Living
555 Country Club Rd.
Green Bay, WI 54307

Algoma Housing Authority
145 Grandview Ct.
Algoma, WI 54201

Algoma Police Department
416 Fremont St.
Algoma, WI 54201

Kewaunee City Police Dept.
401 5th St.
Kewaunee, WI 54216

Luxemburg Village Police Dept.
206 Maple St
Luxemburg, WI 54217

Kewaunee Health & Fitness
160 Terraqua Dr.
Kewaunee, WI 54216

Aurora Pharmacy-Algoma
801 Jefferson St.
Algoma, WI 54201

Algoma Rehab. Services
1510 Fremont St.
Algoma, WI 54201

North Shore Medical Clinic
815 Jefferson St.
Algoma, WI 54201

Kaye Shillin
724 4th Street
Kewaunee, WI 54216



Kewaunee County
Department of Human Services

810 Lincoln Street
Kewaunee WI, 54216
Phone: (920) 388-7030
Fax: (929) 388-7124

E-Mail: KHSKEW@kewauneeco.org

PROGRAM AREAS

Aging Services

Behavioral Health

Income Maintenance

Children & Families

*Developmental
Disabilities*

*Community Options
Program (COP)*

*RN Personal Care
Program*

Transportation Coordinating Committee (TCC) Meeting Agenda

Date: 12/11/18

Time: 10:30 AM

Place: Kewaunee County Human Services Department

810 Lincoln Street

Kewaunee, WI 54216

This meeting is open to the public.

1. Welcome
2. Introductions
3. Public hearing for 2018 85.21 application (Open to the Public)
4. Human Services Updates-Robert Mattice
5. Jeff Agee-Aguayo of BayLake Regional Planning Commission
Amendment to the Coordinated Public Transit-Human Services Transportation
Plan for Kewaunee County-Review/Action
(East Shore Industries requested amendments to table 6-program of projects for
fiscal years 2017-2021)
6. 2017 Transportation Program review
7. Volunteer driver training
8. Transporting children
9. Update on 53.10 grant van
10. 2019 85.21 grant application materials review and approval for submission
11. Set next meeting date & time
12. Adjourn

A quorum of the Kewaunee County Board of Supervisors may be present at the Transportation Coordinating Committee on December 11, 2018. No formal action will be taken at this meeting.

Kewaunee County Transportation Coordinating Committee Meeting
December 11th, 2018
10:30- at 810 Lincoln Street

Present for the meeting were Melissa Annoye, Laurie Bouche, Tracy Nollenberg, Jodi Vandervest, Candace Hanmann, Tracy Nelson, Jeff Agee-Aguayo of BayLake Regional Planning Commission, Lee Luft, Wendy Hutterer, Lynn Clark, Kaye Shillin, Dan Daul, Jean Robinson, Cindy Kinnard, and LeAnne Loveless and Sandy Popp both from Options for Independent Living.

This meeting is also being held in conjunction with the public hearing for the 85.21 grant application for 2019.

There was a correction made to the agenda to indicate 2018 program review, not 2017.

A motion was made to approve the agenda and the minutes from last meeting by Bob Mattice and seconded by Lee Luft. Motion carried.

Agency updates: Bob Mattice reported that the budget had been submitted to the county administrator's office and has been passed as of November 5th. Bob also stated that Kim Vandermoss, who has worked in the Economic Support Department for many years, has announced her retirement effective January 18th. Tracy Koller has been hired as of November 12th to fill that position and is currently going through the training process. Ashley Thornton has been hired to fill the open position in the Children & Families Unit created by Ursula Tamarack's resignation. Ashley also started on November 12th. Bob has announced his retirement as Director of Kewaunee Department of Human Services effective April 30th 2019. The director position is posted. Joanne Tulachka, Crisis Coordinator, Mental Health/ AODA Counselor resigned as of November 16th for a job in the behavioral health field. Jacob Kumpfer has completed the training requirements and has taken over her position which leaves an opening for a CCS Facilitator. The open CCS job position is in the process of being posted.

Transportation Program updates: Jeff Agee-Aguayo from the Bay Lake Regional Planning Commission was present, as requested at the last meeting, to make amendments to the regional plan regarding ESI's change in vehicle request timelines. The changes could not be made at the last meeting due to the need to provide public notice. Jeff handed out a copy of the revised table 6 and program of projects which he then reviewed with committee. Jeff also noted that he and Melissa had provided stakeholders who are not part of this committee, with the updated plan as required.

A motion to approve the amended action plan was made by Cindy Kinnard and seconded by Laurie Bouche. Motion carried.

2018 Program Review: Melissa reviewed service numbers comparing January through October of 2017 to the same time period of 2018. Her review showed that the driver escort numbers continue to climb, having provided 1128 more rides, while the other programs

only varied slightly. The Grant Van, Kewaunee Van, and Algoma Bus programs remain somewhat consistent. Although the Algoma Bus numbers were close, they have been steadily declining over the last several years. The number of assessments also remained consistent. There have been 3 new drivers this year as opposed to 5 in 2017. We currently have 23 volunteer drivers available but will be losing 2 for the winter months in a few weeks. This report was followed by some committee discussion regarding volunteer driver recruitment. It was agreed by all that finding volunteers continues to be a struggle not only here, but in surrounding counties and the ADRC as well.

Volunteer driver training update: The fall session of Volunteer Driver Training was held at the end of November. Focus points were serving children with special needs, adult protection, and when to make reports. Lunch was also provided. Melissa asked for committee input of suggested topics for the upcoming spring training. That training is scheduled to include the annual blood borne pathogen training.

Update on the transporting of children: A new project description for transporting children and estimated costs associated with that project has been added to the 85.21 grant application for 2019. Discussion followed on the development of that project.

Update on the 53.10 grant van: Melissa received a call from A&J Mobility, who will be supplying the vehicle, to review available options. After internal discussion, it was decided that we would have a power fold ramp upgrade and would remove the standard 2nd row seat so that securing the wheelchair is easier for the driver. We are expected to receive the vehicle sometime in spring of 2019.

Update on 85.21 grant application for 2019: Kewaunee County is applying for grant funds in the amount of \$72,389 which requires a local match in the amount of \$14,478. Public notice was provided in the Green Bay Press Gazette on November 3rd to inform of today's meeting. The Human Services Committee will review the application on Thursday. The application has some changes from 2018 including the reduction of days covered for the Algoma Route. As the Algoma Route numbers have been steadily declining, it was decided to reduce the numbers of days per week from 5 to 3. The bus will be running M-W-F which will allow us to have a paid driver for 2 days a week for the Journey's Club van route. We will be looking to have some of our current volunteer drivers hired and paid by Helping Hands for the Journey's Club route. Also changed on the new plan, the Kewaunee Van Project has been added to the project with Driver Escort and Grant Van rather than being recorded separately. We will continue to only utilize the white van within Kewaunee County because of the age/condition of the van. Another addition to the plan, as previously discussed, was the new project for transporting children. This program will be similar to the driver escort program although it will have a paid driver. Specifics regarding ages, parent/guardian permission, etc., will be provided within the Transportation Manual. The paid driver will be allowed to use their own vehicle and be reimbursed for mileage, or use the county vans. The program cost will use the wage rate of \$12.00/hr for 10 hours/week, plus the mark up for Helping Hands and will also account for estimated passenger revenue. A transmittal letter was received from Scott Feldt indicating support of the program and confirming that the county will provide the 20% match.

A motion to submit the 2019 Grant Application as presented was made by Bob Mattice and seconded by Lee Luft. Motion carried.

Next meeting date was set for March 19th at 10:30.

Respectfully submitted by,

Lynn Clark