

Committee name: Appleton Transit Development Plan Steering Committee

Date: 3.1.18

Location: Fox Valley Technical College (1825 N. Bluemound Drive, Appleton, WI 54912, Room HS114 AB).

Minutes taken by: KE

Attendees:				
Amie Bastian	Dave Vickman		Shannon Gerke-Corrigan	Lori Mueller
Ron McDonald	Deb Ebben		Joe Martin	Nick Kapsa
Jerry Chapa	Amy Erickson		Trish Sarvela	Carol Kasimor
Kyle Lobner	Keir Dvorachek		Rhonda Hannemann	James Moes
Mary Dorn	Peter Thillman		Mark Rahmlow	Connie Kanitz
Holly Keenan	Michelle Lebeau (Amy Rolfs)		Ken Usterbowski	Bob Buckingham
Anthony Snyder	Tony Gonzalez		Greg Hartjes	Dan Flannery
George Dearborn	Nick Musson		Kolin Erickson	

Topic	Facilitated by:	Discussion	Actions
Welcome & Introductions	Nick Musson	Introductions were made by all in attendance.	
Personal Testimony	Shannon Gerke-Corrigan	Shannon provided a short overview of the importance of transit to students at Fox Valley Technical College and shared facts on student ridership.	
Transit Development Plan Overview	Nick Musson	Nick provided an overview of the TDP process as funded through grant from WisDOT; reviewed member manual; reviewed travel demand model, logic model activity and demographic data; project timeline/scope; project website	

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Valley Transit Overview	Ron McDonald	Ron gave an overview of VT's service, staff, fleet, funding and regulations	VT staff to provide copy of their Strategic Plan to ECWRPC and will post on project webpage
SRF Consulting	Nick Musson	Nick noted VT and ECWRPC applied for and were awarded grant contract with SRF Consulting to assist with this planning process; SRF staff are starting to work on portions of this planning process and will update the committee at future meetings	
Headliner Exercise	Nick Musson	Nick introduced headliner exercise to the group and asked for everyone to work on it for the next meeting to help with strategic visioning process at next meeting	Complete headliner exercise for 4.5.18 meeting
Next Steps	Nick Musson	Future meeting sites?	ECWRPC will work with Goodwill-Menasha regarding hosting the next meeting for 4.15.18