



MINUTES OF THE TRANSIT COMMISSION

**WEDNESDAY, APRIL 8, 2026, 8:15 AM
TRANSIT
901 University Ave**

A. ROLL CALL.

- I. Members: Roger Kolb, Chair; Randy Scannell, Vice-Chair; Kevin Kuehn, Secretary; Alderman Craig Stevens, Michael Conley-Kuhagen, Terri Refsguard and Dr. Hector Rodriguez.

Present: Roger Kolb, Terri Resguard, Alderman Craig Stevens, Randy Scannell, and Dr. Hector Rodriguez

Excused: Kevin Kuehn and Michael Conley-Kuhagen

Chair Roger Kolb called the meeting to order at 8:18 a.m.

B. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, April 8, 2026, meeting of the Transit Commission.

Moved by Randy Scannell, seconded by Hector Rodriguez to approve the April 08, 2026, agenda. Motion carried.

Yes – Roger Kolb, Hector Rodriguez, Randy Scannell, Alderman Craig Stevens, and Terri Refsguard

No – None, Abstain - None

C. APPROVAL OF MINUTES.

- I. Approval of the minutes from the February 18, 2026, meeting.

Moved by Randy Scannell, seconded by Hector Rodriguez to approve the February 18, 2026, minutes. Motion carried.

Yes – Roger Kolb, Terri Refsguard, Randy Scannell, Hector Rodriguez, and Alderman Craig

Stevens

No – None, Abstain — None

D. REGULAR BUSINESS.

I. Discussion/Action: Reclass the Mobility Coordinator Position

Director Kiewiz shared the Mobility Coordinator position that has changed over the years. The position now oversees Paratransit and Microtransit services. Additional responsibilities include reporting, weekly calls with VIA, customer complaints and customer navigation, oversight of the Paratransit program, etc.

An HR consultant reviewed the position for Green Bay Metro to ensure accurate review of the job description for the Paratransit/Mobility Coordinator position. Adjustments to the job description have been highlighted in red.

Green Bay Metro recommends the accepted changes.

Moved by Randy Scannell, seconded by Hector Rodriquez, to approve the Reclass of the Mobility Coordinator Position. Motion carried.

Yes — Roger Kolb, Randy Scannell, Hector Rodriquez, Terri Refsguard, and Alderman Craig Stevenson

No — None, Abstain — None

E. INFORMATIONAL.

I. 2025 GBM Rider Survey

M. Shea, Green Bay MPO, provided an overview of the 2025 GBM Rider Survey. The survey data was collected by Green Bay Metro's UWGB summer intern, Sawyer Vorpahl.

2. Low Income Fare Trips (Lift) Program

Director Kiewiz stated this program began when Green Saturday was eliminated. The program gives low-income applicants four day passes to use. Applicants are able to reapply for the program in 30 days, and it is an income-based program. The form has been updated to reflect the current Lift program practices.

3. Operational Reports

Director Kiewiz shared the Fare Collection contract with Modeshift has been signed, and the kick-off meeting starts this week.

No other concerns at this time.

4. Financial Reports

No concerns or comments at this time.

Chair Roger Kolb asked if diesel had gone up.

Director Kiewiz stated yes, but we're not worried at this time.

5. Director's Report

Director Kiewiz shared that our Federal Triennial review will be taking place at the end of the month. FTA and auditors will be on site, which occurs every 3 years. Staff have been working hard to prepare.

Staff has been working on ADA changes to our website to ensure compliance. If you can't find something, let the staff know.

P. Kiewiz shared this weekend is the APTA Legislative Conference in Washington DC and will be attending as the Legislative Chair for the Wisconsin Public Transportation Association.

The Low-No grant was finally executed. There has been a 23% decrease in transit funding for the 2027 budget.

Kayla from VIA is moving to Colorado and will no longer be working at the Green Bay location. We wish her the best of luck.

Financial Auditors will be here next month to share the Annual Financial Audit that was completed.

6. Next Transit Commission Meeting: May 20, 2026 at 8:15am.

F. ADJOURNMENT.

1. Adjournment of the Wednesday, April 8, 2026, meeting of the Transit Commission.

Motion by Randy Scannell, seconded by Terri Refsguard, to adjourn at 9:01 a.m. Motion carried.

Yes – Roger Kolb, Hector Rodriguez, Randy Scannell, Alderman Craig Stevens, and Terri Regsguard

No – None. Abstain — None