

## OWI Advisory Committee Meeting

DMACC, Ankeny, IA

January 31, 2013

Attending in person: Kim Oaks, Lois Kiester, Richard Swanson, Nancy Tegeler, Eric Preuss, Barbara Ledvina, Janine Johnson

Attending via phone: Jeff Frank, Michelle Cherrier, Marcia Oltrogge

1. Provider Agreements: most everyone has returned their updated provider agreements. One agency questioning the maximum class size. This is an issue that was discussed as an advisory committee, and it was felt that best practices would dictate that a maximum number of students was needed to ensure adequate coverage.
2. Outcome of Survey Results – Program Fees: Costs submitted in the survey were wide-ranging – impacted by class size, cost of instructor, overhead fees, etc. This is not really a way to determine what cost per class is, so we cannot justify an increase in the fee, based on this. Question was asked as to when the \$115 fee was established. The cost of living should be factored in. (example: the Federal DOT class, which is 8 hours at ADDS, is \$350.00) It was suggested that we start with the members of the Advisory Committee, to find out their costs, and go from there. Barb will contact committee members to start discussing costs.
3. Committee Membership-Terms: the committee has twelve members, and ideally would include a mix of smaller/large agencies, both private and community colleges, and a mix of rural vs. metro areas. Those wishing to stay on the committee are: Marcia Oltrogge, Nancy Tegeler. The representative from Behavioral Services has requested to step down. The rest of those in attendance were willing to either stay or be removed.
4. IDOT/Curriculum Concerns: Barb mentioned that if anyone is having issues with the DOT, to bring them to this committee.
5. Topics for Next Meeting: [www.mymvd.iowadot.gov](http://www.mymvd.iowadot.gov)
6. Date and Place for Next Meeting: central Iowa location; possibly week of Memorial Day- May 28, 29, or 30. Will let everyone know.
7. Other: Jeff Frank suggested that we invite Operation Lifesaver to one of our meetings. They would like to give us a 30 minute presentation called Look, Listen and Live. Jeff will forward initial email to Barb; he will call them about our next meeting. Their website address is <http://www.oli.org>  
Other: discrepancies on quarterly fees: question was asked, should we be using class dates or reporting dates? Barb said the cutoff date should be the last class date. If a class goes from one month to the next, with it being a quarterly end date, then the reporting date to the DOE should be the following quarter.