

MEETING MINUTES

VENUE: Zoom Virtual Meeting Platform

DATE/TIME: Wednesday, July 14, 2021, 10:00 A.M.

BOARD MEMBERS PRESENT

Randy Parker
Ray East
Hal Morgan
Audrey Dannenberg
Ray Heron
William Wuensch
Fran Hooper
Dian McNaught
Christine Appert
Willie Gentry
Lucas Ames
Pam Bevins

BOARD MEMBERS ABSENT

none

NON-VOTING BOARD MEMBERS PRESENT

Karl Carter, Buckingham
Mike Mucha, VDRP

NON-VOTING BOARD MEMBERS ABSENT

Christine Jacobs, TJPDC/MPO

STAFF PRESENT

Karen Davis
Robin Munson
Matthew Anderson
Kyle Trissel
Alex Arce
Stephen Johnson
Jody Saunders
Marnissa Claflin
Mike Mills
Kelly Forloines

PUBLIC

none

The meeting was called to order at 10:00 A.M.

Minutes submitted by Kelly Forloines.

MEETING MINUTES

1. CALL FOR ATTENDANCE/AGENDA CHANGES

- I. Roll Call: Attendance was taken in person, through Zoom and dial-in contacts.
- II. Announcements: Fall Shareholder Meeting
- III. Agenda Additions/Changes: Capacity Discussion

2. MATTERS FROM THE PUBLIC

- I. None

3. ACTION ITEMS/PUBLIC HEARINGS:

- I. Approve Meeting Minutes: June 9, 2021
 - a. Ray East made a motion that the minutes be approved. Dian McNaught provided the second. The minutes were approved without dissent.

4. NEW BUSINESS

- I. A consent agenda may be presented by the president at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member
- II. Consent Agenda: Ray East made the motion to approve, discussion followed, Pam Bevins provided the second.
 - Drug Free Workplace
 - Emergency Safety Plan
 - Procurement Policy
 - Communications Policy and Procedures
 - Communications Pla
- III. Bus Capacity – Kyle Trissel has reached out to multiple transit agencies regarding capacity. Karen noted the increased need for services is being hindered by running at 50% capacity. The FTA is still requiring masks be worn by passengers and drivers. The recommendation is to move to full capacity. This recommendation received full Board support.

5. INFORMATION AND DISCUSSION

- VI. CEO hiring update – Lucas provided information on the application process being opened to candidates
- VII. New Financials – Robin and Stephen want to provide detailed information and questioned the Board on what they felt was most important
- VIII. Communications Policy and Procedures and Communications Plan – talked about during consent agenda
- IX. New Holiday Consideration – Juneteenth and Martin Luther King, Jr Day are being considered for holidays and would run limited service.

MEETING MINUTES

6. STANDING REPORTS

I. Executive Report

Karen reviewed the Executive Director's report that was included in the board packet. Recognition was given to Karl Karter on becoming the County Administrator in Buckingham. Also noted increased pay rates for drivers being raised to \$15.00/\$16.00 (with CDL) per hour

II. Safety Report

Kyle reviewed Safety Report included in board packet.

III. Operations Report

Karen reviewed the Operations Report that was included in the board packet.

IV. Financial Report

Information provided in the Board packet.

V. Regional Transit Partnership Update

Lucas and Hal will represent Jaunt on RTP Board (acknowledged by "yes" vote from Board)

7. FUTURE AGENDA ITEMS: August meeting cancelled

8. OTHER BUSINESS: Karen was recognized for the board presentations and packets that were distributed. Will Gentry then made the motion to move into closed session with a second by Ray East and a "yes" vote by all board members.

APPROVED

Hal Morgan, Secretary

November 10, 2021

Date