



MINUTES

Meeting of the Board of Directors

June 8, 2022 at 10:00 A.M. EST

Voting Member	Present In person	Present virtual	Absent
Randy Parker [President], Louisa	X		
Hal Morgan [Vice President], Fluvanna	X		
Christine Appert [Secretary], Charlottesville		X	
Raymond East [Treasurer], Albemarle	X		
Jacob Sumner, Albemarle	X		
Fran Hooper, Albemarle	X		
William Wuensch, Albemarle		X	
Lucas Ames, Charlottesville		X	
Erik Larson, Charlottesville			X
Ray Heron, Charlottesville		X	
Steve Bowman, Greene	X		
Willie Gentry, Louisa	X		
Brad Burdette, Nelson		X	
Dian McNaught, Nelson		X	
Non-voting Members			
Kevin Hickman, Buckingham			X
Garland Williams, CAT			X
Michael Mucha, DRPT		X	
Christine Jacobs, TJPD			X
Staff			
Ted Rieck, CEO	X		
Karen Davis, Deputy CEO	X		
Robin Munson, CFO	X		
Jordan Bowman, Legal Counsel	X		
Stephen Johnson, CDO		X	
Jody Saunders, Director of Public Relations	X		
Alex Arce, Human Resource Generalist		X	
Mike Mills, Procurement Specialist		X	
Kyle Trissel, Safety Supervisor		X	
Mariah Powell, Administrative Assistant	X		
Public			
None.			

- I. Call to Order– Randy Parker, President
 - A. The meeting was called to order at 10:02 A.M.

- II. Roll Call– Christine Appert, Secretary | Mariah Powell, Board Assistant
 - A. Christine called roll and a quorum was confirmed.

- III. Introductions– Randy Parker, President
 - A. None.

- IV. Public Comments– Randy Parker, President
 - A. None.

- V. Action Items
 - i. May 11,2022 Board of Directors Meeting Minutes Adoption–Randy Parker, President
 - No additions or corrections needed.Motioned by Hal, seconded by Ray East. Passed unanimously, with no abstentions.

 - ii. FY2023 Budget Adoption– Ted Rieck, CEO
 - Ted presented a high-level review from a revised budget of November 2021. The revised budget shows a substantial increase in governmental revenues from DRPT’s uplift, bringing Jaunt a million dollars over in revenue from what staff had originally forecasted for FY23. Staff have conservatively budgeted for the large increase in fuel prices, using the U.S. Energy Information Agency - an agency which forecasts and tracks energy supplies across all economic sectors, including fuel - as a guide. The budget for supplies and materials has increased to anticipate older buses remaining in Jaunt’s active fleet due to continuing supply chain issues; new vehicle deliveries normally taking six months now have a delivery range of one to three years. The budget for professional services has also seen an increase to accommodate informational studies (technology, micro transit, uber-style services etc.). A small deficit results in FY24, assuming fuel prices do not modulate. Ted assured board members staff will revisit that assumption.
 - Robin noted DRPT increased federal funding for fuel and clarified bus operators pay a lower fuel price via their fuel card for a board member.Motioned by Ray East, seconded by Jacob. Passed unanimously, with no abstentions.

 - iii. Appoint Jody Saunders FOIA officer– Ted Rieck, CEO
 - At the suggestion of Jordan, Jody underwent FOIA training. Her role as a FOIA officer are to be the initial point of contact for members of the public requesting public records from Jaunt and to ensure Jaunt’s



compliance with FOIA codes. FOIA training for other senior management and board members would be ideal.

Motioned by Ray East, seconded by Hal. Passed unanimously, with no abstentions.

iv. Officer Elections– Randy Parker, President

- The Nominating Committee voted on June 3 for the following slate of officers: Bill Wuensch as President, Hal Morgan as Vice President, Jacob Sumner as Treasurer, and Christine Appert as Secretary. Randy will move to the Executive Committee and be a supportive resource to Bill as well as help complete the revisions to Jaunt's governing documents. Ray East will remain on the Finance Committee in the capacity of a board member.
- Randy said proposed slates had been brought to the shareholders in the past for approval. Jordan suggested to entertain a motion to approve the slate of officers as presented and to the extent authorized by the Virginia Stock Corporation Act and Jaunt's governing documents to elect those officers to their respective positions, effective July 1 2022, and for the officers to be presented to the shareholders. Jordan will follow up with Ted and Randy at a later date after he has a conclusive answer to the timeline of giving shareholder's meeting notices. Jordan clarified for the board that since this action is coming from an appointed committee, only one board member needs to motion. Jordan suggested calling for a motion to approve the slate of officers.

Motioned by Willie (*see Roberts Rules of Order 51:40-52*). Passed unanimously, with no abstentions.

VI. Standing Committee Reports

A. Finance Committee– Robin Munson, CFO

a. Financial Report

- As of April 30:
 - Jaunt is at sixty four percent of the total annual budget.
 - Jaunt is at fifty two percent of the annual budget for expenses.
 - Jaunt is at a surplus of \$557,000.
 - Jaunt has an ending cash balance of \$5.6 million - which equates to 218 days of cash on hand.
- Expenses continue to be lower than income, keeping Jaunt on target overall. Agency services, and thus ridership, is lower (than budgeted). There was no capital spending April due to the loss of the IT Manager. Jaunt's IT firm, E-N Computers, and Mike Mills will be managing technology awards. The purchase and delivery of two new service vehicles will reflect in May's financial report. Senior staff found out on June 8 the status of the service vehicles anticipated in the month of June are unfulfilled and thus unable to be delivered. Robin noted state

expenses have risen to over budget as a result of DRPT's uplift.
Transmissions are expected to be purchased by the end of the year.

- b. Ted's Submitted Expenses
- \$64.24 was reimbursed to Ted via check. \$23.16 in expenses were also accrued on the Jaunt credit card.
- B. Operations and Safety Report- Karen Davis, DCEO | Kyle Trissel, Safety Supervisor
- During April there were three non-preventable accidents and three site visits to confirm a ramp repair, establish an alternative pickup location due to a downed power line, and set up a common pickup location for a new apartment building. The safety committee is planning to readdress Jaunt's safety mileage goal with Erik.
 - There were no ADA denials for the month of April. The new ADA glossary will be reviewed in the upcoming safety committee meeting before being presented to the board.
 - Karen let the board know to expect ridership timelines to show a (typical) dip in the summer months before rising back up in the fall.
 - A new training class of three operators has begun. All three carry a CDL. This class brings the number of full-time operators to sixty-eight, closer to the optimal number of seventy-five. Internal candidate Jae Johnson was selected for the training manager position, effective June 1.
- C. Regional Transit Partnership Update- Hal Morgan | Lucas Ames
- The Regional Transit Partnership met on May 26. Consultants presented a draft of the Regional Transit Vision Plan. One notable goal in the plan is to examine the possibility of a bus rapid transit (BRT) on US29 in Charlottesville to improve commuter service. Hal is concerned the consultants will apply the plan/model they completed for Richmond to Charlottesville. Ted spoke with the principal in charge of the study to bring awareness to Charlottesville's traffic congestion and thought he seemed receptive to ideas/commentary. Karen would like board members and staff to fully understand the vision plan and asked if a short presentation could be provided at some point; Hal provided a link: www.tinyurl.com/transitvision
 - There will be no July meeting.
- D. Executive Report- Ted Rieck, CEO
- The Financial Reserve Policy will be brought to the board for consideration by August. The policy consists of three financial reserve funds: Working Capital Fund (provide cash flow reserves; 20% of annual operating costs), Rainy Day Fund (unexpected revenue shortfalls/expenses; \$3 million), and Capital Reserve Fund (capital purchases; \$1 million).
 - Ray East inquired about liability insurance in the hypothetical case of a large legal repercussion. Robin let him know Jaunt has insurance from Selective Insurance for bus accidents and CTAV insurance for staff.
 - Ted gave Charlottesville City Council a Jaunt update on May 16.

- Jaunt hosted a meeting with CAT, UTS, and ACPS on May 16. To reduce the strain of the bus operator shortage, Stephen created a route analysis for CAT depicting opportunities for ACPS students utilize CAT to get to ACPS schools, potentially saving the need for five bus operators in the Albemarle school district – which Charmane White, Director of Transportation, thought could be helpful. Ted reported the analysis has slight logistical issues and has received pushback from parents not wanting their children to ride public transit. Under federal government bus regulations Jaunt is not able to perform traditional school transportations, but may have leeway under the McKinney-Vento Act to provide transportation for homeless students. Jaunt is studying creating a bus operator training program at PVCC. The school district is following Jaunt’s initiative and also introducing a non CDL training program for bus operators.
- Ted attended a Charlottesville Chamber event for major employers on May 17.
- Jaunt hosted DRPT on May 24 to discuss progress on complying with DRPT’s “cure letter”, plus requests regarding how Jaunt funding is managed. Randy, as well as representatives from Albemarle, Charlottesville, and TJPDC attended.
- Ted attended the Greene County Supervisors meeting on May 24. Feedback was received on the proposed MOU with the county. Ted, Administrator Mark Taylor, and Supervisor Bowman will meet June 9 to discuss. Supervisor Bowman added he looks forward to finalizing it during that meeting and then bringing it before the Greene County Supervisors on June 14.
- Ted attended a meeting in Roanoke, held by the Virginia Transit Administration, on June 1-2.
- Retirees Larry McIvor and Mike Sisler were recognized and awarded plaques at the Family Fun Day cookout for their long-time service at Jaunt on June 4. Randy, Dian, and Willie were recognized for attending.
- The Alternative Fuels Study begins this month. Ted thanked Jody for spearheading the Alternative Fuels Study advisory committee.
- SRF will be at Jaunt on June 14-16 to complete the Parking Lot Workflow Study. SRF’s project manager is an expert in joint developments of transit and private projects. Additionally, the project manager is an expert in public/private partnerships, and thus Ted has invited UTS, CAT, and TJPDC to meet with him too in hopes of creating beneficial opportunities (projects that can be funded by federal funds) for the Charlottesville community.
- A voting board member’s schedule would conflict with third Thursday board meetings. Ted asked Mariah to run a new Doodle poll.

VII. New Business– Randy Parker, President

- No one had questions for Randy regarding the bylaws update.

VIII. Announcements and Board Member Comments

- Willie motioned and Hal seconded having a commendation for Randy and Ray East for their work on the board as President and Treasurer at the next meeting (July 13). There were no abstentions.

Ray East moved to adjourn the meeting and Willie seconded. The meeting was adjourned at 11:18 A.M.

ADJOURNED: *Next Meeting: 10:00 AM, July 13, 2022*