



## Minutes

**Meeting of the Board of Directors**

March 8, 2023, at 10:00 AM EST

Directors	Present In person	Present virtual	Absent
William Wuensch, [President], Albemarle			X
Hal Morgan [Vice President], Fluvanna	X		
Christine Appert [Secretary], Charlottesville	X		
Jacob Sumner [Treasurer], Albemarle	X		
Mike Murphy, Albemarle			X
Caetano de Campos Lopes, Albemarle	X		
Lucas Ames, Charlottesville	X		
Erik Larson, Charlottesville	X		
Ray Heron, Charlottesville	X		
Randy Parker [Immed. Past President], Louisa	X		
Willie Gentry, Louisa	X		
Brad Burdette, Nelson	X		
Dian McNaught, Nelson	X		
Vacant, Fluvanna			X
<b>Ex Officio Directors</b>			
Christine Jacobs, TJPDC		X	
Kevin Hickman, Buckingham			X
Garland Williams, CAT		X	
Katy Miller, DRPT	X		
Steve Bowman, Greene County BofS		X	
<b>Staff</b>			
Ted Rieck, CEO	X		
Robin Munson, CFO	X		
Randy Cantor, COO	X		
Mike Mills, Dir of Procurement		X	
Cassy Kelly, Market/Comm Coord	X		
Ben Rutherford, Sys Admin	X		
Brooke Solderich, GIS Data Analyst		X	
Zadie Lacy, Transit Planner			X
Janet Jackson, Director of HR		X	
Ben Nemece, Director of Maintenance			X
Amanda Powell, Admin Assist	X		
Jordan Bowman (Legal Counsel)	X		
<b>Public</b>			

**I. Call to Order** – *Hal Morgan, Vice President – (in Bill Wuensch’s absence, Hal Morgan presided)*

Hal Morgan called to order at 10:00am

**II. Roll Call** – *Christine Appert, Secretary*

Christine Appert read the roster. A quorum was reached.

**III. Introductions** – *Hal Morgan*

Ted R. welcomed Ben Rutherford, IT Systems Administrator as well as DRPT’s Katy Miller (replacing Mike Mucha) and Neil Sherman.

**IV. Public Comments** – *Hal Morgan*

None

**V. Action Items**

A. February 8, 2023, Board of Directors Meeting Minutes– *Christine Appert, Secretary*  
Motion: Dian M. Second: Brad B. Vote: Unanimous to accept

There was a correction made to the February 2023. minutes including Steve Bowman’s attendance. Dian M. and Brad B. made a motion to approve the corrected minutes. The minutes were accepted by the Board.

B. Three-year Phase-In Plan for Jurisdictions--*Ted Rieck, CEO*

Discussion: Ted explained the Three-Year Phase-In Plan to the board which was provided a presentation that included the proposed motion.

Erik L asked if we were reducing the amount that the localities have to contribute each year and if this would affect the 80/20 local match that is necessary for FTA funding. Ted responded that it would not affect the 80/20%.

Dian M. asked if the numbers shown included amount for current systems that we have now or off the anticipation of new services. Ted stated that all the numbers included only current services and nothing new.

Lucas A. asked if the amounts for Buckingham and Charlottesville for FY2025 were switched by accident (slide 6). They were. Buckingham would get \$15,243 in FY2025 as part of the phase in plan and Charlottesville \$149,604.

Willie G. gave recognition to Cassy for pulling together followers that used our services, bus drivers, and employees for Jaunt at the Board of Supervisor meeting on 2/21/2023. He also stated that Louisa was on board for the 3-year phase-In plan.

Caetano asked if he had voting rights; Ted said yes as the shareholders approved of his appointment.

- Motion: Authorize a three-year jurisdictional phase-in plan contingent upon the availability of excess working capital of up to \$650,712 as determined from the FY2023 audit and to be disbursed no sooner than FY2025. The decision to make such a disbursement, as well as jurisdictional shares, will be brought to the Board of Directors and Jaunt shareholders for final approval. Before June 30, 2023, staff is to inform the respective jurisdictions of this plan noting the possibility that projected local contributions in Table 2 (baseline projections shown in the presentation) may be higher due to costs, a smaller amount of excess working capital, and/or the availability of federal and/or state funding.

Motion: Randy P. Second: Dian M. Vote: Unanimous Vote

## VI. Standing Committee Reports

### A. Finance Committee--*Jacob Sumner, Treasurer & Robin Munson, CFO*

#### 1. Update on FY2024 Funding Requests

Jacob Sumner made an opening remark that for the next fiscal year (FY2024) the Finance Committee - to be more transparent - would be reporting operations and capital separately as opposed to all together.

Robin provided an overview of the financial reports. She explained that marketing was high because for several months we had a consultant rather than a staff employee therefore meaning we were having to pay a consultant fee rather than a salary. Some expenses that were not included in the budget also contributed to the increase for marketing.

Robin also mentioned that there were projects such as the parking lot and security gates that were included in the budget that probably will not happen this year.

Caetano asked about the drop in ridership in relation to our agency contracts. Ted, Robin, Lucas, Randy and others explained the history of our relationship with these agencies. Also mentioned was the drop in riders lost during the pandemic that just have not been recovered.

Erik L. asked about the new phone system and if it was included in the budget. Robin confirmed that the phones were in fact already included in the budget.

### B. Operations and Safety Reports--*Randy Cantor, COO and Brooke Solderich, GIS Data Analyst*

Randy Cantor let everyone know that Kyle Trissel had left Jaunt for a new opportunity with DRPT. Randy said that he would be stepping in to take over the Safety report until a replacement for Kyle was hired. Randy stated that he is currently working on revamping driving training for new hires. He would like to have new hires ride with several different senior drivers so that they can see how various drivers handle certain situations.

Erik L. asked Randy if his predecessor Kyle had left detailed information for him or if he was having to go back and reinvestigate himself. Randy stated that Kyle in fact left very detailed notes/records and that he had access to everything he needed. Erik told Randy that he believed Jaunt had gotten off track and that the preventable accident per 100,000 mile goal was achievable and offered any help he could as Jaunt works toward that goal. He also asked that the Safety Committee be kept up to date on new policies, trainings, etc.

Brooke S. provided the Operations Report and mentioned that we will begin to enforce our no-show policy again that became kind of lax during the pandemic. She also mentioned that she is planning on beginning to implement Greene with rural demand response because we are currently fully implemented with Greene and there is no longer a reason to have it separated.

Caetano asked again about agency ridership decline, and it was explained to him in further detail.

C. Regional Transit Partnership Update-- *Christine Jacobs/Hal Morgan/Lucas Ames*

Christine J. made a few announcements during the board meeting. She mentioned that the consultants for the Governance Study will be meeting in March to go over two tech memos. The memos they will be addressing existing conditions and other comparing regions. The Governance Study Steering Committee will also meet in March. Her final announcement was that the TJPDC awarded a US Department of Transportation safe streets & roads for all grant. This grant will create a comprehensive safety action plan for each of our 6-member jurisdictions.

D. Executive Director Report-- *Ted Rieck, CEO*

Ted introduced Ben Rutherford as our new IT Systems Administrator and Amanda Powell our new Administrative Assistant. He briefly went over upcoming work sessions that are scheduled. The City Council of Charlottesville will be held 3/16/2023 and Albemarle will be held on 3/22/2023.

Ted plans on trying to implement town hall meetings twice a year after the success of the one that was held last week which brought out around 100 employees in 4 sessions. This is a way to go over policy updates, and answer questions.

The phone system agreement should be signed by the end of this week, and we should be implementing the new service by May of 2023.

Jaunt is looking to implement a passenger portal, which is an online booking system to help cut down wait times through reservations and dispatching. There was a demo video to show some of the ways this portal would be beneficial, but it would not play. Ted promised to email this out to the Board after the meeting.

Christine A. asked if the passenger portal is ADA compatible and that this was something Jaunt needs to consider before deciding.

Erik. L recommended that we set up focus groups for the demo or beta testing to gather feedback on the portal and to confirm it's ADA compatibility.

**VII. New Business**

None

**VIII. Announcements and Board Member comments**

Ray Herron opined that the decrease in agency ridership may be due to Jaunt's free fares encourage riders to shift to Jaunt's regular service.

Erik wanted to comment that he was very pleased with the 3 Year Phase-in plan. He felt the versatility it provided our partner jurisdictions was very much in line with Jaunt's mission statement.

Willie again complimented the effort in Louisa.

**Adjourn to next meeting: April 12, 2023, at 10:00 AM EST**

Motion: Brad B.

Second: Randy P.

Vote: Unanimous to adjourn

Time: 11:24am