

Board Attendance Roster

Month: June

Year: 2023

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- 15 Minutes Late	X		
Dian McNaught, Nelson	X		
Vacant, Fluvanna			
Ex Officio Directors			
Christine Jacobs, TJPDC		X	
Kevin Hickman, Buckingham County		X	
Garland Williams, CAT		X	
Katy Miller, DRPT			X
Steve Bowman, Greene County BofS		X	
Staff			
Ted Rieck, CEO	X		
Robin Munson, CFO	X		
Jacquelyn Spence, Director of Operations	X		
Levine Hedgepeth, Safety & Training Manager	X		
Mike Mills, Dir of Procurement			X
Cassy Kelly, Market/Comm Coord- Juliana Scott		X	
Ben Rutherford, Sys Admin	X		
Brooke Solderich, GIS Data Analyst		X	
Zadie Lacy, Transit Planner			X
Janet Jackson, Director of HR	X		
Ben Nemecc, Director of Maintenance		X	
Amanda Powell, Admin Assist	X		
Jordan Bowman (Legal Counsel)	X		
Sanata Hedgepeth, Operations Manager	X		
Public			



Meeting Minutes

Annual Meeting of the Board of Directors

June 14, 2023, at 10:00 AM EST

I. **Call to Order** — *Hal Morgan, Vice President*

Declare annual meeting

TIME: 10:00am

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

See Roster for checking

III. **Introductions** — *Hal Morgan, Vice President*

Intro Levine Hedgepeth Safety and Training Manager; Sonata Hedgepeth OPs Manager

IV. **Public Comments** — *Hal Morgan, Vice President*

None

V. **Action Items**

A. May 10, 2023, Board of Directors Meeting Minutes— *Christine Appert, Secretary*

MOTION: Dian M.

SECOND: Ray H.

VOTE: Unanimous to accept

B. Election of Officers--*Randy Parker, Immediate President*

The FY2024 Board of Directors Officers slate was brought to the board as follows:

Brad Burdette-President
Hal Morgan- Vice President
Christine Appert- Secretary
Jacob Sumner- Treasurer

The four officers will serve on the executive committee. As the immediate president William Wuensch will also serve on the executive committee along with Lucas Ames. These changes will take affect 7/1/2023.

MOTION: Randy P.

SECOND: Dian M.

VOTE: Unanimous to accept

C. Adoption of FY2024 Jaunt Budget--*Ted Rieck, CEO*
[FY2024 Budget Statement](#)
[FY2024 Budget Presentation](#)

Ted R. delivered a quick presentation to the board to go over the FY2024 budget. He continued by mentioning that 5 of the jurisdictions we serve have completely funded Jaunt for the fiscal year 2024. He also indicated that Buckingham and Greene counties were unable to fully finance us for the upcoming fiscal year, and that actions had been taken to align our services in these jurisdictions to reflect the money available. He reviewed some of the budget's highlights, including the fact that supplies were down from last year due to lower fuel prices, as well as a large increase in capital due to carryover projects from FY2023. The budget also recommended a 4% compensation raise for all Jaunt employees. He also cited a 1.3% rise in benefits, which he credited Janet J. and Robin M. for managing. He ended the presentation by mentioning other budgeted needs, such as the addition of a senior accountant and communications specialist positions in September 2023.

MOTION: Jacob S.

SECOND: Brad B.

VOTE: Unanimous to accept

VI. Standing Committee Reports

1. Finance Committee--*Jacob Sumner, Treasurer & Robin Munson, CFO*
 - Excess Funds Policy Update--Robin Munson, CFO

Robin M. provided an overview of the financial reports. Jacob S. reviewed the excess working capital policy draft with the board. He clarified that they were simply requesting the board to study the draft and provide feedback on the information supplied by emailing Robin M. personally with any comments or questions. He added that their intention is to review all of the comments at the next finance committee meeting in July, make any necessary adjustments, and bring the final version back to the July board meeting for approval.

2. Operations and Safety Reports—*Jacquelyn Spence, Director of Operations and Brooke Solderich, GIS/Data Analyst*

Jacquelyn S. reviewed the April 2023 safety report. There were three preventable incidents, one non-preventable incident, three customer-related incidents, and one staff-related incident. According to Jacquelyn S., the operators involved in the avoidable accidents were all retrained as a result of the incidents. Erik L. noted that he would still like a copy of the March 2023 safety report, which was missing from the packet for the May board meeting. He added that, although being presented at the May board meeting, it was not included in the packet and that he would need a printed copy of the report, which Jacquelyn agreed to provide.

Brooke started by looking through the revenue miles table and informing the board that she had discovered an issue where November was showing the same miles as October. She responded that the information on the table had been updated and that all figures were correct. She remarked that March had more mileage than February and April since March had 23 weekdays vs 20 weekdays in February and April. She next reviewed the ADA report which Hal asked about the missed trips in March and April and asked if there was any explanation for that or any idea as to what the cause of the missed trips were. Jacquelyn said that miss trips were trips where the operator was either arriving before or after the scheduled window and the client not needing the trip any longer due to this. She stated that the cause is from the number of operators being out and others having to double trips to cover.

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

In the May regional transit partnership meeting presentations were made by Jaunt staff and CAT on their alternative fuel feasibility studies. The Department of Rail and Public Transportation also gave presentations on their modernizing transit fleets. VDOT also spoke on their electric vehicle infrastructure plan. The TJPDC staff is continuing to work on the transit government study and currently meeting with each of the individual jurisdictions.

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

Ted R provided a brief presentation concerning some noteworthy events that occurred previous to the board meeting, as well as noting that service reductions in both Greene and Buckingham would begin on July 1, 2023. He indicated that the new phone system was having some porting issues but that it should be fully operational by the week of the 23rd. He also notified the board that the job of call center supervisor had been filled.

5. Code of Ethics and Business Conduct Review--*Janet Jackson, Dir. of Human Resources*
[Code of Ethics and Business Conduct](#)

Janet J. presented a quick presentation on the Jaunts Code of Ethics, explaining that we are not asking for any revisions, but rather to review and sign. She also mentioned to the board that the Code of Ethics were adopted by the board 11/10/2021 and that the review date was to be In October 2022. She admitted to the board that this review had been overlooked, but that it would not be repeated in the future.

VII. New Business

None

VIII. Announcements and Board Member comments

Hal Morgan informed the board that Willie G. would be leaving the board at the end of December 2023. It was also announced that Steve Bowman would be leaving the Greene County Board of Supervisors at the end of this calendar year and that Jaunt will have a new Greene County representative assigned to the board. Erik L. Inquired on the status of hiring a new COO for Jaunt, to which Ted responded that it was currently in process.

CLOSED SESSION

“Motion to enter into a closed meeting as authorized by Virginia Code Section 2.2-3711(A)(1) for discussion and consideration of the performance and salary of a specific public officer and employee of Jaunt. The subject matter of the closed meeting is the Chief Executive Officer.”

Motion Hal M. Second: Jacob S. Unanimous approval to enter closed session

“By a roll call vote, all directors present certified that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

A record of the roll call vote is as follows:

Hal Morgan- "aye"
Christine Appert- "aye"
Jacob Sumner- "aye"
Caetano de Campos Lopes- "aye"
Lucas Ames- "aye"
Erik Larson- "aye"
Ray Heron- "aye"
Randy Parker- "aye"
Willie Gentry- "aye"
Brad Burdette- "aye"
Dian McNaught- "aye"

Adjourn to next meeting: July 12, 2023, at 10:00 AM EDST

TIME: 11:45 am