

Board Attendance Roster

Month: **June** Year: **2024**

Directors	Present In Person	Present Virtual	Absent
Brad Burdette, [President], Nelson	X		
Hal Morgan, [Vice President], Fluvanna	X		
Christine Appert, [Secretary], Charlottesville	X		
Jacob Sumner, [Treasurer], Albemarle (Arrived at 10:16am)	X		
William Wuensch, [Immed. Past President], Albemarle			X
Caetano de Campos Lopes, Albemarle			X
Lucas Ames, Charlottesville	X		
Erik Larson, Charlottesville	X		
Ray Heron, Charlottesville	X		
Randy Parker, Louisa	X		
Rachel Jones, Louisa	X		
Dian McNaught, Nelson	X		
Iscella Wittich, Fluvanna	X		
Ex Officio Directors			
Christine Jacobs, TJPDC		X	
Garland Williams, CAT			X
Katy Miller, DRPT		X	
Staff			
Mike Murphy, CEO	X		
Robin Munson, CFO	X		
Mike Mills, Dir of Procurement		X	
Ben Rutherford, Sys Admin	X		
Janet Jackson, Director of HR	X		
Amanda Powell, Executive Asst	X		
Jason Espie, Director of Planning		X	
Jordan Bowman (Legal Counsel)	X		
Corey Houchens, Interim Fleet Manager		X	
Angla Jones, Call Center Supervisor		X	
Phyllis Williams, Operator, Training, and Performance	X		
Michelle Ford, Senior Specialist of Human Resources		X	
Public			
Lucinda Shannon, TJPDC		X	



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People

**Service
AGENDA**

Connection

Meeting of the Board of Directors

June 12, 2024, at 10:00 AM EST

I. Call to Order — *Brad Burdette, President*

10:05am

II. Roll Call — *Christine Appert, Secretary*

See Roster

III. Introductions — *Brad Burdette, President*

None

IV. Public Comments — *Brad Burdette, President*

None

V. Action Items

A. May 8, 2024, Board of Directors Meeting Minutes— *Christine Appert, Secretary*

Motion: Dian M.

Second: Iscella W.

Vote: Unanimous to accept

B. Elect Officers of the Board – Brad Burdette, President; Hal Morgan, Randy Parker

A motion was made to the board to accept the following for FY2025 board officers. Brad Burdette as President; Lucas Ames as Vice President; Erik Larson as Secretary; Jacob Sumner as Treasurer; and Ray Heron as At Large Representative.

Motion: Hal M.

Second: Randy P.

Vote: Unanimous to accept

C. Elect RTP Representatives – Brad Burdette, President; Hal Morgan, Randy Parker

To elect the RTP representatives, a motion was made proposing Caetano de Campos Lopes as the Urban Representative and Randy Parker as the Rural Representative.

Motion: Hal M.

Second: Dian M.

Vote: Unanimous to accept

D. [Approve FY2025 Budget](#) - *Mike Murphy, CEO; Robin Munson, CFO*

Robin M. gave the board a brief overview of Jaunt's FY2025 budget. She stated that with only a 0.64% rise, the budget is essentially unchanged from the previous year. The operating portion of the budget is showing a 3.69% decrease while the capital is up 9.1% overall from FY2024's budget. She reported that service projections for FY2025 were showing ridership remaining flat from FY2024, services hours at a 12.24% increase and a 1.88% increase for service miles. A few highlights for the operating side of FY2025's budget was mentioned by Robin, including interest income has been budgeted for the upcoming year, Jaunt will remain fare free going into FY2025, and there will be no state funded studies, which will also lower the local match needed. Robin concluded the presentation with some highlights from the capital side of the budget. Among these highlights are the fact that Jaunt's FY2024 projects will carry into FY2025, and that the CARES funding is exhausted going into FY2025, which will result in a decrease in federal revenue as well as an increase in state and local match revenue. Jaunt's full FY2025 budget presentation can be found at www.ridejaunt.org under the document center.

Motion: Rachel J.

Second: Jacob S.

Vote: Unanimous to accept

VI. Standing Committee Reports

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

Robin provided a quick summary of the April 2024 financial reports. She reported that as of April 30, 2024, operating revenue had reached 81% of the budget, while operating expenses had accounted for 66% of the FY2024 budget thus far. As of April 30, 2024, she also reported capital revenue at 56% and capital expenses at 45% of the FY2024 budget. Randy P. suggested that going forward, the CEO's expenses should only be disclosed to the board if they exceeded a predetermined amount, of \$500.00. The board decided that moving forward, the finance committee would continue to examine the CEO's monthly costs but would only report to the board any that exceeded the predetermined threshold.

B. Safety Committee- *Mike Murphy /Jason Espie /Erik Larson /Hal Morgan /Phyllis Williams*

Erik L. started by presenting a graph that he created to the board. This graph depicted the ratio of preventable accidents to miles driven. Although the graph shows that Jaunt has not yet reached its target of one preventable accident per 100,000 miles, it is undoubtedly heading in the right direction. Based on the trend, Erik L. expressed his confidence in Jaunt's direction and the work being done within the organization. Rachel J. inquired as to what the organization has been doing to achieve these improvements. Janet J. responded to this by stating we have slowed down our process, placed the right people in the right positions, and are conducting more intense trainings as well as more checks to ensure everyone is still operating on the same page, following rules, and continuing to be safe.

C. Operations and Safety Reports—*Jason Espie, Senior Director Planning; Phyllis Williams, Senior Supervisor Operator Training & Performance*

Phyllis W. reviewed the April 2024 safety reports with the board. There were two preventable accidents in April and zero non-preventable. In April, there were zero customer related incidents and one staff related incident. Jason E. then quickly reviewed Jaunt's April 2024 performance data. Revenue miles, revenue hours, and passenger trips slightly increased from previous months. With just two recorded for the month of April, ADA denials are on the decline and on time performance is at 91% overall for ADA trips.

D. CEO Report--*Mike Murphy, CEO*

Mike began by extending an invitation to the board members to attend the staff cookout for Jaunt on Tuesday, June 20, 2024. He continued by discussing a few board changes that are coming up for FY2025. At the conclusion of FY2024, Hal M. will step down from the board and in FY2025, the Jaunt board will welcome a new Fluvanna representative. Additionally, Mike Murphy's seat on the board has been filled by Albemarle County, and the new representative will join the Jaunt board in the upcoming fiscal year. Mike M. also intends to meet with Winchester Transit authorities on June 25, 2024, to talk about what they learned throughout their transition into Microtransit, specifically with the paratransit application, since our Microtransit study has concentrated on paratransit potential. In the next 30 days, Jaunt hopes to wrap up our study on battery electrical vehicles, and by the end of June, the Rural Transit Needs assessment group should have their final report towards the end of June. Jaunt will also be providing employees with the opportunity to cash out their annual leave, which will be credited on their July 5, 2024 check, instead of issuing out end of fiscal year bonuses.

VII. New Business –

A. Agency Rides - *Mike Murphy, CEO*

Mike M. reported that the number of agency rides is currently declining and believes that this trend will continue as there may be adjustments in the near future to the eligibility requirements and hourly rates.

B. Website & Communication updates - *Mike Murphy, CEO*

In order to update the Jaunt website with photos of Jaunt's board members, Mike M. requested that each member see Ben R. to have their photos taken if they hadn't already done so. He also mentioned that he would like to get a brief bio from each member to include with their photo.

C. Board Annual Calendar – *Mike Murphy, CEO*

Mike M. mentioned to the board that he intends to propose a road map of sorts at the July board meeting. This map would include important fiscal year decisions including projects and objectives, budget drafts, and schedules.

D. Future Board Agenda Items - *Mike Murphy, CEO*

The Jaunt Friends discussion will be brought back to the table in the July 2024 board meeting along with the fiscal year calendar concept.

VIII. Announcements and Board Member comments

Brad B. announced that he feels there is new life and new energy at Jaunt and he is excited about the direction that Jaunt is heading. Rachel J. added that Jaunt is one of her favorite boards to be apart of.

Adjourn to next meeting: July 10, 2024, at 10:00 AM EST