

**People****Service****Connection**

MINUTES

Meeting of the Board of DirectorsSeptember 11, 2024, at 10:00 AM EST

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

10:00am

II. Roll Call – *Erik Larson, Secretary*

See Roster

III. Introductions & Welcome — *Brad Burdette, President*

None

IV. Public Comments — *Brad Burdette, President*

None

V. Action Items**A.** July 10, 2024, Board of Directors Meeting Minutes – Erik Larson, Secretary

Motion: Dian M. Second: Iscella W. Vote: Unanimous to accept

B. Electronic Meeting Policy Approval – Jordan Bowman

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

C. Vehicle Disposal Approval – Mike Murphy, Robin Munson

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

D. Appoint Safety Committee Members – Brad Burdette, President

Three Jaunt employees and one board member currently make up Jaunt’s Safety Committee. Brad B. made the announcement that as of October 1, 2024, Erik L. would be stepping down from the board as well as the safety committee. The appointment of board members to the safety committee beginning on October 1, 2024 was briefly discussed. Iscella Wittich, who represents Fluvanna, and Nick Pilipowskyj, who represents Albemarle, both offered their services as committee volunteers.

Motion: Randy P. Second: Christine A. Vote: Unanimous to accept

E. Call for annual Shareholders Meeting – Brad Burdette, President

The board was asked to approve the suggested date of Wednesday, October 9, 2024 at 9:00am for Jaunt’s annual shareholders meeting.

Motion: Dian M.

Second: Randy P.

Vote: Unanimous to accept

VI. Standing Committee Reports

A. Finance Committee--*Jacob Sumner, Treasurer*

Robin started by letting the board know that everything went well during the completion of our on-site portion of the yearly audit, which took place between August 7, 2024 and August 9, 2024. She went on to discuss in brief the June 2024 and July 2024 financial reports. Jaunt completed fiscal year 2024 as of June 2024, having recognized 96% of operating revenue from the budget and 88% of operating expenses. Of the FY2024 budget, 59% was recognized as capital revenue, while 47% was used for expenses. The \$778,104 surplus for FY2024, which is entirely attributable to local contributions, will be carried over to FY2025. She continued with a quick summary of July 2024, the start of fiscal year 2025, in which 8% of revenue and 7% of operating expenses are recognized together with 2% of capital revenue and 0% of capital expenses.

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

Mike M. stated that during the most recent safety committee meeting, topics covered included data methods for safety as well as Jaunt’s upcoming safety training session for all staff members in October.

C. Operations and Safety Reports—*Jason Espie, Phyllis Williams,*

Phyllis W. reviewed the June 2024 and July 2024 safety reports with the board. Jaunt reported one customer related incident, three preventable accidents, and three non-preventable accidents in June 2024. For the month of July 2024, Jaunt reported four preventable accidents and 1 non-preventable accident. Jason E. continued by going over the performance data for Jaunt in June and July. He pointed out to the board that although ridership decreased slightly in June, it increased again in July. Angie J. discussed ADA compliance with the board, informing them that, in an effort to reduce ADA denials, she and her reservationists have instituted a new procedure where the clients are given alternative times to choose from if their preferred time isn’t available.

D. CEO Report--*Mike Murphy*

Mike M. noted that we are moving forward with getting a better understanding of the possibilities for upgrading Jaunt’s parking lot. Additionally, he stated that our Microtransit Study has progressed and that he is hoping to present the results at Jaunt’s November board meeting. At the same time, he hopes to be able to present the Fleet Electrification Study.

VII. New Business –

A. FOIA Training – *Jordan Bowman*

Jordan Bowman, Jaunt’s legal counsel, provided a brief overview of the Freedom of Information Act, or FOIA. He clarified that the FOIA’s goal is to guarantee citizens’ access to public records and their ability to participate in public meetings. A comprehensive overview of the FOIA presentation can be accessed via the document center at www.ridejaunt.org.

B. Service Change update – *Mike Murphy, Jason Espie*

Mike M. presented the board with a notice of service changes to the Buckingham North Connect route. These adjustments were made after researching the Buckingham Connect service and surveying Buckingham riders. These changes to service are expected to go into effect on Monday, September 30, 2024. At this point, only the Buckingham North route will experience service modifications; Buckingham East will remain the same.

C. General Assembly presentation briefing – *Mike Murphy*

Mike M. briefly reviewed the presentation he made about our Paratransit operations before the Virginia Disability Commission. The whole presentation can be reviewed at www.ridejaunt.org under the document center.

D. Future Board Agenda Items - *Mike Murphy*

Mike M. provided a summary of the topics he anticipates examining with the board in the October board meeting. The updated Jaunt handbook, Jaunt Friends, Audit, Budget Concepts, Incident Reporting, and Covid Chart are all among those items.

VIII. Announcements and Board Member comments

None

Adjourn to next meeting: October 9, 2024, at 10:00 AM EST

Don’t forget to reserve the date of January 17, 2025 for our Board Retreat & Strategy Session