Board Attendance Roster

Month: October Year: 2024

Directors	Present	Present	Absent
	In Person	Virtual	
Brad Burdette, [President], Nelson	X		
Lucas Ames, [Vice President], Charlottesville	X		
Jacob Sumner, [Treasurer], Albemarle	X		
Caetano de Campos Lopes, Albemarle	X		
Nick Pilipowskyj, Albemarle			X
Ben Chambers, Charlottesville	X		
Christine Appert, Charlottesville (Joined online at 11:19am)		X	
Ray Heron, Charlottesville	X		
Randy Parker, Louisa (Out of state visiting family)		X	
Rachel Jones, Louisa (Left meeting at 11:00am)	X		
Dian McNaught, Nelson (Sick)		X	
Iscella Wittich, Fluvanna	X		
James Schoenster, Fluvanna	X		
Ex Officio Directors			
Christine Jacobs, TJPDC			Х
Garland Williams, CAT		X	
Katy Miller, DRPT (Joined online at 10:30am)		X	
Staff			
Mike Murphy, CEO			Х
Robin Munson, CFO	X		21
Mike Mills, Dir of Procurement		X	
Ben Rutherford, Sys Admin	X		
Janet Jackson, Chief of People and Operations	X		
Amanda Powell, Executive Asst	X		
Jason Espie, Director of Planning	X		
Jordan Bowman (Legal Counsel)	X		
Corey Houchens, Interim Fleet Manager	X	X	
Angla Jones, Call Center Supervisor	X	X	
Simona Howard, Road Supervisor	X	X	
Phyllis Williams, Operator, Training, and Performance	X	~	
Michelle Robinson, Road Supervisor	^	X	
Public		~	
Lucinda Shannon, TJPDC		X	
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434.296.3184

104 Keystone Place

Connection

People

Service

Minutes

Meeting of	the Board	of Directors
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October 9, 2024, at 10:00 AM EST

I. Call to Order — Brad Burdette, President

II. Roll Call – 10:00 AM

III. Introductions & Welcome — Brad Burdette. President

At today's meeting, Jaunt welcomed Ben C. to the Board of Directors. Ben, who has worked in the transit industry for nearly 20 years, will represent the City of Charlottesville. Additionally, Caetano informed the board that he would be stepping down from the board due to a change in his employment and potential relocation, which would prevent him from continuing to serve as an Albemarle representative. Brad B. also used this opportunity to inform the board that Mike Murphy, the CEO of Jaunt, would not be attending today's meeting due to medical reasons.

IV. **Public Comments** — *Brad Burdette, President*

None

V. Action Items

A. September 11, 2024, Board of Directors Meeting Minutes-

Motion: James S.

2nd: Iscella W.

Vote: Unanimous to accept

B. Review Budget Concepts and Authorize Applications- Mike Murphy, Robin Munson

Robin requested the boards acceptance of Jaunt's resolution permitting applications for FY2026 and presented a brief presentation outlining the key ideas being used to determine the actual budgetary figures for FY2026.

Motion: Jacob S.	2 nd : Ray H.	Vote: Unanimous to accept
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C. Title VI Plan Approval- Mike Murphy

Janet informed the board that DRPT submits a request for any necessary modifications to Title VI every three years. Jaunt made a few minor adjustments this year, such as updating tables and maps as well as name changes. The full updated version of Title VI can be found on Jaunt's website under the document center.

Motion: Rachel J.

2nd: James S.

Vote: Unanimous to accept



D. Employee Handbook Approval- Mike Murphy, Janet Jackson

Janet stated that Jaunt was seeking approval from the board for a new employee handbook that Jaunt had been working on updating with Jordan Bowman, Jaunt's legal counsel and an outside consultant.

Motion: Rachel J. 2nd: James S. Vote: Unanimous to accept

E. Appoint Secretary – Brad Burdette, President

Due to Erik L's resignation as a representative of the City of Charlottesville on the board, Brad B. announced that there was a vacancy for the position of Secretary and asked if any members would be interested in volunteering. Iscella W., a Fluvanna County representative, volunteered to be Secretary until the next annual shareholders meeting in February 2025.

Motion: James S. 2nd: Lucas A. Vote: Unanimous to accept

F. Appoint Retreat Planning Committee Members – Brad Burdette, President

A planning committee was established by the Executive Committee of the Jaunt Board of Directors in preparation for the January board retreat. Brad B. had reached out to Ben C., Christine A., Randy P., and Lucas A., to inquire about their interest in joining the board retreat committee, and they all agreed.

Motion: Caetano 2nd: James S. Vote: Unanimous to accept

VI. Standing Committee Reports

A. Finance Committee--Jacob Sumner, Treasurer

Robin reviewed the financial data for August 2024. By the end of August, she stated, only 4% of capital revenue and 1% of capital expenses had been recognized, as well as 17% of operating revenue and 14% of operating expenses. Lucas A. asked for some clarification regarding Urban funding because it appears to be listed in the budget as still being unavailable. Robin stated that while we don't have a solution yet, we are collaborating with DRPT to find a solution for this issue.

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

Janet J. began by responding to Dian M's inquiry from the previous board meeting regarding whether we were required to disclose all accidents, in which the answer is yes, Jaunt has to report any accident where our vehicles touch anything other than the road it is travelling on. Additionally, Janet explained that incidents are more frequently related to persons, whereas accidents are more frequently tied to property.

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

Phyllis W. went over the August 2024 safety reports with the board. Jaunt experienced one customer related incident, zero staff related incidents, three preventable accidents, and two non-preventable accidents in August 2024. Janet J. informed the board that Phyllis had retrained all of the operators involved in the preventable accidents, and that Jaunt had a safety training meeting for all Jaunt employees scheduled on October 16, 2024. After that Jason E. reviewed the August statistics reports for Jaunt. He noted that Jaunt's provision of shuttle services for the CTAV conference attendees caused a

slight anomaly in the August N/A ridership, and that overall ridership for August 2024 was showing 1.6% higher than previous months. The Covid graph that is part of Jason's reports was mentioned by Randy P. He stated that he would like to see this chart revised to show numbers just two years back. He believes that by doing this it would show the trend line as relatively flat and Jaunt could potentially remove from the monthly reports. Jason promised to make the necessary changes to the Covid chart and present the revised graph to the board at the November meeting. Angie J. reported that there were zero ADA denials for the month of August, and that on time performance was at 95%.

D. Regional Transit Partnership Update—Christine Jacobs

At the September meeting, a representative from the Blue Ridge Health Department gave an overview of the walk audit in which TJPDC and the Charlottesville Area Alliance took part. An update on the PATH Mobility Management Program was also provided. The October and November meetings have both been canceled and the next meeting is scheduled for December 12, 2024 and will feature a presentation by Mike Murphy, CEO of Jaunt, on the company's ongoing studies.

E. CEO Report--Mike Murphy

Mike Murphy and Buckingham County Executive, Karl Carter, met in September to discuss Jaunt services. To raise awareness of breast cancer, Jaunt provided each employee a pink shirt featuring the company's values: people, service, and connection.

VII. New Business -

A. Communications RFP - Mike Murphy

Mike Murphy had been collaborating with the Executive Committee on a Communication and Marketing RFP, which was presented at today's meeting by Mike Mills, Director of Procurement. The board was requested to look over the RFP and report back to Mike Murphy with any additions or modifications they feel should be made or included.

B. DRPT Reporting Change - Mike Murphy

Robin presented the board with a copy of a letter from DRPT that both Jaunt and CAT had received about necessary adjustments for reporting.

C. Friends – Dian McNaught

Dian M. informed the board that a few members of the Board of Directors had a meeting on September 23, 2024 to discuss the future of Jaunt Friends. While they still do not have a clear idea of what the future should be, it was decided that Jaunt Friends should continue. Jordan Bowman, Jaunt's legal counsel, was contacted by Lucas A. regarding the present Jaunt Friends bylaws and the potential for revisions that would address how members should and can be chosen as well as terms. In November, Dian M. hopes to present a proposal for Jaunt friends to the board for approval.

D. Future Board Agenda Items - Mike Murphy

There was a brief discussion of the November agenda topics. Jaunt is hoping to provide the board with a presentation on Jaunt's audit and Mobility on Demand.

None

Adjourn to the next meeting: November 13, 2024, at 10:00 AM EST

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