

## Board Attendance Roster

Month: December      Year: 2024

Directors	Present In Person	Present Virtual	Absent
Brad Burdette, [President], Nelson (Arrived at 10:03 am)	X		
Lucas Ames, [Vice President], Charlottesville	X		
Iscella Wittich, [Secretary], Fluvanna	X		
Jacob Sumner, [Treasurer], Albemarle	X		
Nick Pilipowskyj, Albemarle	X		
Kristi Hagen, Albemarle		X	
Ben Chambers, Charlottesville	X		
Christine Appert, Charlottesville	X		
Ray Heron, Charlottesville	X		
Randy Parker, Louisa	X		
Rachel Jones, Louisa (Arrived online at 10:15 am)		X	
Dian McNaught, Nelson		X	
James Schoenster, Fluvanna	X		
<b>Ex Officio Directors</b>			
Christine Jacobs, TJPDC		X	
Garland Williams, CAT		X	
Katy Miller, DRPT		X	
Davis Lamb, Greene County		X	
<b>Staff</b>			
Mike Murphy, CEO	X		
Robin Munson, CFO			X
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	
Angla Jones, Call Center Supervisor	X		
Simona Howard, Road Supervisor		X	
Phyllis Williams, Operator, Training, and Performance	X		
Michelle Robinson, Road Supervisor		X	
<b>Public</b>			
Lucinda Shannon (Arrived online at 11:09 am)		X	
Randy Farwell, Benesch		X	
Taylor Cox, Benesch		X	
Logan Patterson, Benesch		X	



People

Service

Connection

## Minutes

**Meeting of the Board of Directors**

December 11, 2024, at 10:00 AM EST

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

10:02 a.m.

**II. Roll Call** – *Iscella Wittich, Secretary*

See Roster

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

The Jaunt Board of Directors welcomed Kristi Hagen as the newest representative for Albemarle County. In her brief introduction, Kristi mentioned that she is a social worker at the UVA Medical Center and that one of the reasons she was excited to be joining the Jaunt Board of Directors is because she currently uses Jaunt's 29 North Connect route.

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

None

**V. Action Items**

- A. November 13, 2024, Board of Directors Meeting Minutes- *Iscella Wittich, Secretary*

Motion: Randy P.

2<sup>nd</sup>: Christine A.

Vote: Unanimous to accept

- B. Accept Microtransit report–*Mike Murphy, Jason Espie, Randy Farwell – Benesch*

A feasibility study on Microtransit as a possible service delivery option for Jaunt was presented by Randy Farwell of Benesch. He clarified to the board that Microtransit is a curb-to-curb shared ride service that runs inside a predetermined area and allows riders to request rides in real time or in advance. Riders would have an account profile that would include their home location, contact details, mobility limitations, and frequently visited destinations. Riders would have two options for scheduling trips: phoning into reservations directly or by using a web browser or mobile app. To optimize trip requests, vehicle assignments, and the order of pick-up and drop-off events, the service would make use of a cloud-based software as a service platform. All the services would continue to be ADA compliant and benefit both the general public and individuals with disabilities. According to the study, Microtransit seems to be a strong fit for Jaunt, improving and optimizing the current operating model and expanding options for same-day and future rides while also giving more individuals in the service region access to mobility. It was recommended that Jaunt proceed with a Microtransit pilot for trips within the Greene County area as the presentation came to a close. After a quick board discussion, a motion was made to

delay the acceptance of the Microtransit study until the next board meeting after the board retreat in January 2025. This delay would allow the board members more time to discuss the study in greater detail.

Motion: Randy P.

2<sup>nd</sup>: James S.

Vote: Unanimous to delay

### C. Review & Approve Excess Working Capital Strategy – *Mike Murphy*

Mike M. gave the board a brief update on Jaunt’s excess working capital. He explained that over the past few years, Jaunt has adopted a policy of returning excess working capital to the localities that provided funding for the organization’s mission in accordance with their input dollar share. He continued by outlining three potential scenarios for allocating Jaunt’s excess working capital from FY2024. Option one would be to send the full amount of excess working capital back to the localities in its entirety. Option two proposes that 36% of the local match be retained for current projections and known costs, while still returning the remaining amount of excess working capital to the localities. Option three proposes allocating the remaining excess working capital to the localities in an amount equal to or greater than the previous year, while reserving 36% of the working excess capital for potential price increases and issues that may arise in the parking lot physical construction plan that may not have been considered in the initial estimate, in addition to reserving 36% for local match. In order for Jaunt to start developing a plan for approval at the next shareholders meeting and then distribute the funds later in the year, Mike M. requested that the board briefly discuss the options and endorse one of the three for allocating the excess working capital of FY2024. Regarding the excess working capital, Jacob S. expressed his opinion that option three would be the best course of action. He continued by saying that option three would still give money back to each locality as well as reduce a larger ask in the future when Jaunt begins its parking lot construction projects. Jordan B., Jaunt’s legal counsel, made a motion to approve the excess working capital strategy to distribute \$588,205, and to recommend that to the shareholders.

Motion: Jacob S.

2<sup>nd</sup>: James S.

Vote: Unanimous to accept

## VI. Standing Committee Reports

### A. Finance Committee—*Mike Murphy, Jacob Sumner, Treasurer*

As of October 2024, Mike M. reported that Jaunt was exactly where they needed to be in terms of revenue, with operating revenue at 34% of their target goal and operating expenses at 30%. He continued by saying that as of October 2024, Jaunt had only recognized 7% of capital revenue and 1% of capital expenses. He stated that these figures will start to change in the near future once Jaunt begins receiving their new bus deliveries. Mike M. showed the balance sheet to the board as he wrapped up the October financial reports, telling them that Jaunt is currently in a strong position and could potentially operate for ten months without taking in revenue.

### B. Operations and Safety Reports—*Jason Espie, Phyllis Williams, Angie Jones*

Phyllis W. gave a quick run down of the safety reports for October 2024. She reported that for the month of October, Jaunt recorded zero preventable accidents, three non-preventable accidents, one customer related incident, and zero staff related incidents. Jason E. continued by going over the October 2024 statistics reports, pointing out that ridership had increased by 13% from September 2024. Angie J. gave an update on Jaunt’s ADA compliance reports for the month of October. She reported that Jaunt continued to observe consistent and stable performance standards for both demand response and ADA. Additionally, she stated that there were zero ADA denials for the month of October, continuing the

trend of zero ADA denials since April 2024. Angie concluded by stating that on time performance was holding strong at 93%.

C. Regional Transit Partnership Update-- *Christine Jacobs/Randy Parker*

Christine J. discussed the upcoming Regional Transit Partnership meeting, where Mike Murphy, the CEO of Jaunt, would be giving a presentation on the rural needs assessment and the Microtransit study. The Regional Transit Authority Working Group would also be providing an update at this meeting. She informed the board that the City Council and the Albemarle Board of Supervisors would be presented with a resolution to activate the current authority to begin working as an authority to do things such as create work plans and develop by laws. She continued by saying that their mobility management program, branded PATH, will be implemented in house making that staff apart of TJPDC. They intend to add additional staff in the future as the grant permits. She concluded by reporting that PATH has currently been working some volunteer driver programs.

D. CEO Report--*Mike Murphy*

Mike M. stated that MCAT was doing a great job with helping Jaunt understand microtransit platforms and costs so that we could examine the capabilities and how they would benefit Jaunt on both demand side and demand response, as well as helping put a reasonable number into the budget. In 2025, he added, that the organization would begin undergoing some changes, with breaking any barriers that would prevent an employee from getting an evaluation at the top of the list. He concluded by informing the board that Jaunt was now in the position to be able to bring three new reservationists on board.

**VII. New Business –**

A. Retreat overview - *Mike Murphy*

A brief summary of the upcoming board retreat, which is set for Friday, January 17, 2025, was provided by Mike M. He began by informing the board that Allison Linney from Allison Partners, who has been assisting with the retreat’s planning, would be available on this day as well as for the next one in March. The retreat will be held at the Jefferson School, African American Heritage Center and lunch will be provided. He went on to say that the morning portion of this strategy session would involve reviewing past events and guiding documents, such as our Transit Development plan, to determine our current position in relation to some of the stated goals. During the afternoon, the board will discuss how to work together and set priorities to better understand what constitutes success and what we are trying to hold ourselves accountable to.

B. Holiday – *Mike Murphy*

Mike M. started off by stating that he and Janet J. received a great deal of information from Jason E., Director of Planning, and Kim W., GIS Data Analyst, which helped Jaunt plan for the December and January holidays in terms of routes and the number of operators that would be required. In an effort to increase operational efficiency and fairness, Jaunt hopes to begin implementing the company’s plan to match employees with their annual holidays once January is over. Mike M. stated that this plan may not be well received at first by everyone because it would guarantee all operators, regardless of their locality, would work holidays throughout the year in order to ensure fairness.

**VIII. Announcements and Board Member comments**

None

**Adjourn to the next meeting: February 12, 2025, at 10:00 AM EST**

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