

Minutes of the Regular Meeting
Southeast Vermont Transit Board of Directors
Monday, November 7, 2016, 5:00 PM
45 Mill Street, Wilmington, VT
706 Rockingham Road, Rockingham, VT
Via Video Conferencing

President Tom Marsh called the Board of Directors meeting to order at 5:05 pm. Those in attendance and consisting of a quorum were as follows:

Board Members Present: Tom Marsh, Wendy Harrison, Matt Mann, Jonathan Meeks, Marco Tallini, and Eithne Eldred (arrived at 5:15 pm)

Invited Guests: Tom Montemagni (arrived at 5:10 pm)

Members of the Public: None

Staff Present: Randy Schoonmaker, Leona Linney, Jan Terk, and Rebecca Gagnon

Public Input: None

Amend Agenda Motion 1: Jonathan Meeks motioned to amend the agenda to move into executive session upon arrival of counsel. Wendy Harrison seconded. Motion passed 5-0.

Approve minutes of October 17, 2016 Motion 2: Jonathan Meeks motioned to approve the October 17, 2016 minutes. Wendy Harrison seconded. Motion passed 5-0.

Old Business

Medicaid Update: VPTA has been awarded the statewide Medicaid contract, including SEVT's \$2.6 million in Medicaid revenue. Randy is working with a small VPTA group to negotiate the \$13 million contract and set up an office for VPTA to do the brokering. At the same time, the State has agreed to increase SEVT's PMPW rate under the existing contract retroactive to 7/1/16 to more accurately reflect actual costs which will help for FY16. Weekly revenue is still a moving target, however, as unduplicated counts have declined 5.5% statewide from a year ago, while the average number of trips per person has increased. The negotiating group for the new statewide contract is looking to include an MLA to guaranty a floor level of income to help protect against declining unduplicated counts and to at least allow for a break even reimbursement system. The new contract will call for new Medicaid clients to call the new VPTA phone number, who will in turn forward the call to the appropriate provider. After the client makes the initial call, all future calls will go directly to the provider.

Executive Session Motion 3: Wendy Harrison motioned to move into executive session for legal, board, and personnel discussions at 5:12 pm. Marco Tallini seconded. Motion passed 5-0. The board came out of Executive Session at 5:48 pm.

Current Construction Project: Rebecca reported that while the park & ride paving was completed last week and striping will take place this Saturday, the project has stalled while GMP waits for the permit to install the electric meter. The light poles are being manufactured and will be shipped the beginning of December. Grand opening is hoped for in mid-December. Fuel tanks will be installed in the spring rather than this winter, as the hoped-for savings in fuel costs would be offset by winter construction costs. A bid document for the construction portion of the project will be issued in January. The fuel tank installation will be a priority for the GC who will start work in April.

Funding Changes: Randy led a discussion of the source of funds document for the project, explaining that while the total budget remains unchanged, sources of funds continually shift between accounts. The previously-approved budget for the total project of \$4 million and \$1.5 million financing remains unchanged. Randy has set aside an anticipated savings of \$63,000 on the park & ride portion, and made note of it rather than adding it to contingency. If not needed elsewhere this may reduce the amount needed to be financed. Randy noted that Federal spending represents 56% of the total project, as opposed to what VTrans normally sees at 80%.

Finance Committee Report: Rebecca and Jan presented the ridership report for the Current and MOOver, respectively. The Current shows a system-wide decrease in ridership of 1% from the previous year. The MOOver shows a system-wide decrease of 9% YTD, but is making steady improvement each week. Total company ridership is down by 3%. Rebecca discussed the Current's budget vs actuals, noting the volatility of Medicaid revenue. Jan reported that the MOOver's actual vs budget does not include any red flags at this time. Randy noted that while the company is \$58,000 behind budget, the anticipated additional income of \$40-50,000 in retro payments from Medicaid would bring the company about where we want to be. Discussion followed regarding the higher-than-expected HRA spending relative to our FY17 budget.

Strategic Plan: Randy updates the Strategic Plan every 2-3 weeks, and the document is located in a file in Directorpoint. Many goals have been completed, while some haven't yet been touched. Randy will prepare an Executive Summary of progress that's been made for the next board meeting. Board members can obtain more detailed information from the file on Directorpoint under Data and Presentations at any time.

New Business

Route Improvement Plan: Randy presented the Route Improvement Plan, asking that the Board give Randy permission to proceed as outlined in the Plan. Permission was granted.

Company Updates: None

Board member comments: Wendy Harrison advised that there is a Transportation Board Forum on Rail scheduled to take place in Brattleboro on Wednesday, November 9th. Jan will attend and represent the company.

Adjourn Motion 4: Eithne Eldred motioned to adjourn at 6:55 pm. Marco Tallini seconded. Motion passed 6-0.