

Southeast Vermont Transit  
Minutes of Regular Board of Directors Meeting  
May 17, 2018

**Board Members Present:** Chip Stearns, Jonathan Meeks, Marco Tallini, Joel Bluming, Matt Mann (entered 5:40), Travis Wendell, Ethne Eldred Convened at **5:34 pm**

**Guests:** Tim Bradshaw, VTrans, via GoTo Meeting

**Staff Present:** Randy Schoonmaker, Leona Linney, Christine Fayette

**Public Input:** None

**Amend Agenda:** No amendment made

**Previous Minutes:** Chip asked if everyone had a chance to review the previous minutes. Chip explained that minutes are not statutorily required to be approved, they are the summary of the recording clerk. They are a record of company business. This board has traditionally approved minutes. If there is an error in the minutes, there is still comments and discussion surrounding the minutes. The meetings are recorded and are available for review if needed. Ethne feels the minutes are there in print and recording, so doesn't feel it is necessary to hash them out. **Motion 1:** Ethne motioned That minutes shall no longer be approved by the board, simply accepted as presented with minor adjustments if necessary. Travis seconded. Motion passed 7-0

**Old Business:**

**Ridership:** Randy updated the Board on ridership. The Current ridership is off about 1% in fixed routes. Please remember Springfield BF in town, Brat 57,53,55 and 74 have been redone and ridership has increased about 25% since Feb. The white, red and blue Brattelboro lines will feature a new schedule late summer, hoping to increase ridership after the changes. Demand response routes are down, but that is good because they are moved to Volunteer drivers to be more cost efficient. Overall ridership at Current is up 2%. The MOOver ridership is up. It's main MOOver route, Wilmington to West Dover, is going to be just short of 100,000 rides, but a big year for that route. Readsboro is down, just due to declining population. We are up 6% for a company as a whole.

**Financials:** At Tom's last meeting, he requested the finance committee produce an executive summary surrounding the Finance Committee meeting that occurred prior to the Board Meeting. This is the first Board meeting we produced that summary. We are attempting to have the board overview without getting bogged down in the minutia. If there are concerns it would be brought to the Board level to discuss. The only budget vs. actual presented at the Board level are companywide, because we are one company. Matt is concerned that the overview may not allow the minutia to be brought up. Randy explained the detailed info from the Finance Committee documents are on Director Point for access by board members. Chip offered to have Matt on the Finance Committee, becoming a fourth member. However, then we warn it as a board meeting instead of a Finance Committee meeting. Matt will let Chip know of his decision. Leaving Medicaid removed 40% of the company but we did not redo

the budgets. Our goal is to lose as little as possible, and the bottom line shows \$103,000 behind budget. We will have a lose this year, about \$150,000 but losing less than a year ago and closing the gap to hopefully have a break even or better next year.

**State Route Performance Study:** Tim Bradshaw and Randy explained the Route performance for SEVT. Tim is very pleased with the ridership data that Randy has shown. Specifically, the changes that were made to the routes, and showing some great progress. Data in the chart is self-explanatory.

**Brattleboro Update:** The state provided a grant to work with a consultant out of Montpelier, and we are working on 3 routes in Brattleboro that are underperforming. We took public input and tried to put it into a service plan, and finally have a schedule that we will peddle to the public. Then it will go to surveys, available at public spaces. The consultant is done on June 15<sup>th</sup>, and after that there will be final approval from VTrans and this board. We are hoping to have the schedule change begin mid-August.

**Medicaid:** Randy explained that although the DVHA has committed to more money to come to VPTA, VPTA is not splitting the money evenly for the providers. We are out of Medicaid, so we will not see any of that money. However, with the way they are splitting the funds, we would have actually lost even more money than we were when we left Medicaid.

**Future Meeting Locations and Dates:** The doodle poll was shown and discussed for the regular board meeting day each month. The third Thursday of every month will be the regular meeting time. We will produce a list of Third Thursdays.

- June 15<sup>th</sup> will have a Board Meeting with the only agenda as Financial Update at 11:00 am.
- The next regular board meeting will be Thursday July 19<sup>th</sup> @5:30 pm in Rockingham.
- August 16<sup>th</sup> @ 5:30 in Brattleboro, Wendy will confirm location
- September 20<sup>th</sup> @ 5:30 in Wilmington
- October through April will be back to two locations via GoTo meeting.

**Long-Term Planning:** This was based from Wendy's retreat request. Will most likely be queried, but the retreat should be attended in person. The retreat will be tabled until the Strategic Plan is completed. Once the plan is updated, it would be up for discussion and possibly for the retreat discussion.

**Board Protocol:** As individual board members we should avoid direct interactions with staff. This is a direct conflict if Randy was take any action against an employee, and the employee wants to appeal to the board. Or if an employee comes to Randy and says a board member is stepping out of line and asking for favors. The board recognizes that we work as board members when we sit as a quorum and unless voted by the board to have authority to take some form of action. This is and has been happening. I don't want to hear this happening anymore. If a request needs to be made, it needs to be made by the board at a board meeting. Chip will update the protocol and ethics standard for the board to adopt so they understand the role of a board member.

**New business:** None

**Executive Session:** None needed

**Company Updates:** None

**Board Member Comments:** Joel asked about the Rt 30 update. We put the request in the grant application and then Barb from VTrans said there is no money for it. It is still in the application, however and did have local match to help funding. We are in line if funding becomes available. Matt would like an E & D committee update. This will become an Old Business Item, and there will be an executive summary to be placed in the Board Packet.

**Future Agenda Items:** None new

**Adjourn:** Marco motioned to adjourn, Ethne seconded. Motion passed, adjourned 7:23pm.