

# MEETING MINUTES

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**VENUE:** Zoom Virtual Meeting Platform

**DATE/TIME:** Wednesday, July 14, 2021, 10:00 A.M.

## BOARD MEMBERS PRESENT

Randy Parker

Ray East

Hal Morgan

Audrey Dannenberg

Ray Heron

William Wuensch

Fran Hooper

Dian McNaught

Christine Appert

Willie Gentry

Lucas Ames

Pam Bevins

## BOARD MEMBERS ABSENT

none

## NON-VOTING BOARD MEMBERS PRESENT

Karl Carter, Buckingham

Mike Mucha, VDRP

## NON-VOTING BOARD MEMBERS ABSENT

Christine Jacobs, TJPDC/MPO

## STAFF PRESENT

Karen Davis

Robin Munson

Matthew Anderson

Kyle Trissel

Alex Arce

Stephen Johnson

Jody Saunders

Marnissa Claflin

Mike Mills

Kelly Forloines

## PUBLIC

none

*The meeting was called to order at 10:00 A.M.*

*Minutes submitted by Kelly Forloines.*

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## 1. CALL FOR ATTENDANCE/AGENDA CHANGES

- I. Roll Call: Attendance was taken in person, through Zoom and dial-in contacts.
- II. Announcements: Fall Shareholder Meeting
- III. Agenda Additions/Changes: Capacity Discussion

## 2. MATTERS FROM THE PUBLIC

- I. None

## 3. ACTION ITEMS/PUBLIC HEARINGS:

- I. Approve Meeting Minutes: June 9, 2021
  - a. Ray East made a motion that the minutes be approved. Dian McNaught provided the second. The minutes were approved without dissent.

## 4. NEW BUSINESS

- I. A consent agenda may be presented by the president at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member
- II. Consent Agenda: Ray East made the motion to approve, discussion followed, Pam Bevins provided the second.
  - Drug Free Workplace
  - Emergency Safety Plan
  - Procurement Policy
  - Communications Policy and Procedures
  - Communications Pla
- III. Bus Capacity – Kyle Trissel has reached out to multiple transit agencies regarding capacity. Karen noted the increased need for services is being hindered by running at 50% capacity. The FTA is still requiring masks be worn by passengers and drivers. The recommendation is to move to full capacity. This recommendation received full Board support.

## 5. INFORMATION AND DISCUSSION

- VI. CEO hiring update – Lucas provided information on the application process being opened to candidates
- VII. New Financials – Robin and Stephen want to provide detailed information and questioned the Board on what they felt was most important
- VIII. Communications Policy and Procedures and Communications Plan – talked about during consent agenda
- IX. New Holiday Consideration – Juneteenth and Martin Luther King, Jr Day are being considered for holidays and would run limited service.

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## 6. STANDING REPORTS

### I. Executive Report

Karen reviewed the Executive Director's report that was included in the board packet. Recognition was given to Karl Karter on becoming the County Administrator in Buckingham. Also noted increased pay rates for drivers being raised to \$15.00/\$16.00 (with CDL) per hour

### II. Safety Report

Kyle reviewed Safety Report included in board packet.

### III. Operations Report

Karen reviewed the Operations Report that was included in the board packet.

### IV. Financial Report

Information provided in the Board packet.

### V. Regional Transit Partnership Update

Lucas and Hal will represent Jaunt on RTP Board (acknowledged by "yes" vote from Board)

## 7. FUTURE AGENDA ITEMS: August meeting cancelled

## 8. OTHER BUSINESS: Karen was recognized for the board presentations and packets that were distributed. Will Gentry then made the motion to move into closed session with a second by Ray East and a "yes" vote by all board members.

## APPROVED

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Hal Morgan, Secretary

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November 10, 2021

Date