

Seth Boyd called the meeting to order at 10:02am. Those in attendance and constituting a quorum were as follows:

Board Members:

Seth Boyd
Sue Fillion
Randy Capitani
Brendan McNamara
Jason Rasmussen
Dan Thoemke
Chris Company

Members of the Public: None

Staff Present:

Randy Schoonmaker, CEO, SEVT
Keith Johnson, Finance Manager, SEVT
Christine Howe, General Manager, SEVT

Invited Guests:

Ross MacDonald, VTrans
Jeremy Whiting, VTrans

Public Input: None

Amendments to the Agenda: None

Review minutes of December 17th: Reviewed with no changes

Ridership: Christine presented ridership as of January 12, not including the holiday weekend for Martin Luther King. The usual Red, White and Blue lines in Brattleboro, and Route 53 are continuing to perform well. Springfield In Town is up 19% as well. The 70s route continues to gain slowly after route consolidation. The Okemo route is flat but not a great start to winter. Others doing well in Rockingham include the Claremont Shopper and Windsor Microtransit. Route 57 continues to lag. Rockingham, including demand response, is up 10%.

Wilmington year-round routes are rebounding nicely with the MOOver and Readsboro routes performing well. The Readsboro route is up 54% over last year due to international employees working at Mount Snow using this route to connect to the MOOver and to work. The winter routes are down again because the mountain did not open on Thanksgiving weekend so that is a week worth of rides not provided. Total Wilmington is down 10%. The Company as a whole is up 3%.

Financials: Randy S presented the executive summary from the Finance Committee Meeting. The revenue is behind the same amount that Medicaid revenue is behind. The company is overall \$168,387 ahead of budget spending less money this year than we were a year ago which is an encouraging trend. The line of credit balance and account balances are similar to where they were a year ago. The reserve account is about \$45,000 as we set it up a year ago.

VTrans Update: Ross discussed how the focus is on this current FY25 revising what we can to make this year's funding work. He will be at the State House to discuss the transfer of rural regions

from GMT to RCT and TVT. Ross said there would be a reach out to Randy on seasonal services and hope that Randy can help with that piece of the transition to those two providers. The route performance report is out and VTrans will be presenting more in depth at the next Board meeting. That report will be used to identify underperforming routes as we always do, but this year asking providers to cut or modify routes to save money. Ross discussed some routes that SEVT should be looking at for improvements. Ross mentioned Springfield in Town that was not in the acceptable threshold for FY24. Randy S. is looking for non-federal funds to look to try and transition the Springfield in Town route to a microtransit route. Ross is curious to see what that might look like as it could help with efficiency and costs. If this is successful, can it be replicated in other locations. Ross also discussed that SEVT is in a really good place to expend the capital line items. This is positive because the state funds that are part of the cost match on July 1st the funds not expended can be pulled back. Seth asked what the ridership looks like across the state. Ross said the ridership in the in town routes, similar to the Brattleboro routes are showing great rebounds. The commuter routes are still struggling to rebound the ridership. Overall Vermont was at 5,000,000 trips before COVID and 4,600,000 trips last year. It seems SEVT is reflective of the state overall experience. Sue asked if the route performance report will be used to affect state funding. Ross explained that the route performance report will hopefully reduce the overall cost of routes we are providing. That could affect routes at SEVT or routes overall. Sue said that she would like to see SEVT look at how we can improve service instead of just cutting service. Chris asked how tough a learning curve does he see with the new members in legislature. Ross explained that the new member on the Senate Transportation committee is Wendy Harrison, past SEVT board member. Ross said today after the broader presentations, he will ask what the committee wants to delve into deeper with the new faces and questions coming.

Route Change: Randy S. presented the proposal to delete Route 8 as an underperforming very small route that is 45 minutes on school days. This route connects Dover students to the high school in Whitingham and to bring them on to BUHS. Since the start of the route the Dover School started up a bus directly to BUHS and the ridership on Route 8 is virtually zero. There is a \$4000 contribution from Dover School budget but cutting the route will save \$8,000 or more over the course of a year. Also, we are asking the town of Dover to contribute \$4000 on the town budget side so no loss of revenue for SEVT if that is approved at town meeting. The board needs to approve this for public notice. **Motion 1: Randy C moved to eliminate the Dover route** Chris seconded. Chris asked if the town and school were engaged about this. Randy S will be meeting with the school board Monday, but they are already aware of it. **Passed 7-0**

Capital Re-Allocation Plan: Randy S presented the repurposing capital funding proposal. We would like to use the money granted for one new cutaway bus to purchase three small used vehicles for the same costs. Randy C asked about any unspent funds. Randy S said we are just re-purposing the funds, so no loss of funds. We would purchase three used buses instead of one. Randy C. said seems like a great option. **Motion 2: Randy C. motioned to approve the repurposing of capital funds granted to purchase three used buses.** Seconded by Chris. Seth asked how many times have we purchased used buses. Randy S said we did two this year and two last year and they have been doing great because we bought good quality vehicles to being with, including visiting the vendors for quality checks. **Passed 7-0**

Employee Medical Assistance Policy: Randy S. explained this is in response to the Narcan discussions we had. At the Board's direction we drafted a simple policy and included all medical assistance. This was run by counsel as well. The idea is that the company is not sponsoring training or use but will support people that are trained and use it. SEVT does not require any training. **Motion 3: Chris motioned to accept the policy with the amendment to delete of the last sentence and change policy to guideline Dan seconded.** Sue asked what else this covers, an example CPR and what does a driver need to provide to show that they are trained. Randy S. explained we do not provide medical assistance of any kind, our policy is calling 911 for professional

assistance. Sue asked if the person is not trained in those things, are we still supporting them if they use it? Or do they have to prove they are trained in it? Randy S. said no the idea is first response is call 911, the second move is if you are trained and comfortable you are allowed to assist. Sue asked if the policy now says that? Sue feels there is a little gray area. Randy S said we may take a roster for who is trained but first call 911. Chris thought the purpose was to say “if you are trained in doing this we support you but no pressure if you do not act.” Sue said her concern was the invert. She feels like this says you are only supported if you are trained in it. Randy C said for less confusion perhaps delete the last sentence of the presented policy. Seth also noted to take Policy out and make it a guideline or protocol. **Motion passed 7-0**

HRS Summary Plan Document Approval: Randy S. explained this document is a summary of our HRA spending. It is a formality by MVP Healthcare to ask the Board to approve it. Keith explained it gives details about the benefits, and this is the first time a provider has required us to have the Board adopt the plan. Keith explained it is boiler plate language. Seth asked where the document lives. Keith explained that half of it lives in our corporate documents and the other half is distributed to the employees. Randy S asked if he should send it to the Board. Seth said that would be good because if the Board is approving a document, they should have access to it to review if they wish. Randy S will send it to all and vote at the next meeting.

USDA Grant Application Springfield Micro Transit: Randy S explained this is for a series of grants for micro transit programs mainly Springfield. The USDA grant is mainly for Springfield and the process has begun but the board must allow SEVT staff apply for a \$50,000 grant. **Motion 4:** Jason motioned to allow SEVT staff to apply for a USDA grant in the amount of \$50,000 seconded by Brenden **Passed 7-0.**

Executive Session: Sue motioned to go into executive session for employment issues inviting Randy S, Keith and Christine seconded by Jason passed 7-0 entered 10:54 Adjourned 11:23

Motion to adjourn from Jason seconded by Randy C. adjourned at 11:24