



Operations Committee Meeting
October 2nd, 2017 at 8:30am
GMT Office
15 Industrial Parkway, Burlington VT

Present:

Mark A. Sousa, General Manager
Trish Redalieu, Director of Human Resources
Denis Barton, Secretary
Katherine Miles, Commissioner
John Sharrow, Commissioner
Tom Chittenden, Vice-Chair
Bonnie Waninger, Commissioner
Alma Hebib, Executive Assistant

Agenda

Meeting opened at 8:42 am

1. Adjustment of the Agenda

No adjustments made to the agenda.

2. Public Comment

No public comment.

3. Approval of September Meeting Minutes

Secretary Barton made a motion to approve the September meeting minutes, Commissioner Sharrow approved the minutes and Commissioner Miles seconded.

4. Review of Performance Improvement Plan (PIP)

There was a discussion on the performance improvement plan, including the HR, Safety, Operations and Maintenance part of the PIP. Mr. Sousa discussed the training methods in use for drivers and maintenance employees and how that is helping with job performance. There was also a brief discussion on energy efficiency and ways we can research the data from our buses and ways of being more energy efficient.

Vice-Chair Chittenden entered at 9:22am.

Commissioner Waninger entered at 9:26am.

5. Integration and Consolidation of performance reports based on value and effort

The Committee and Staff discussed the performance measure of this fiscal year. The Committee requested a modification in the performance report to include 4 fiscal years data instead of 2.

6. Staff Review of Ongoing Projects

Mr. Sousa discussed how he met with Stowe on Friday and solidified the contract and extended services. This week is also our audit week. GMT has also hired new operations employees. Mr. Sousa mentioned that he is meeting with DOL to go over strategies to hire new employees. Mr. Sousa also had a meeting with Emily Campbell, from the Senators office to



discuss setting up a program for maintenance. Ms. Redalieu is working to discuss common challenges with hiring.

7. Next meeting date and location

Next meeting date is set for Monday November 6th, 2017 in Berlin at 8:30 am.

8. Adjourn

Meeting Adjourned at 10:12 am.