



Leadership Committee Meeting Minutes
Monday, November 20th, 2017 at 10:00 am
15 Industrial Parkway, Burlington VT

Committee Members:

Chairman Kaynor
Commissioner Chittenden
Commissioner Barton
Commissioner Dimitruk (via Phone)

Staff Present:

Mark Sousa, General Manager
Michelle Daley, Director of Finance
Alma Hebib, Executive Assistant

Meeting opened at 10:00 am

1. Adjustment of the Agenda- No adjustments made to the Agenda.
2. Public Comment- No public comment.
3. Approval of the meeting minutes- Commissioner Chittenden made a motion to approve the minutes and Commissioner Barton seconded and the minutes were approved.
4. Board Survey- Chairman Kaynor discussed the board survey with the Committee. Chairman Kaynor suggested an addition to board documents stating, “commissioner comments and announcements.”
5. GM Evaluation- The Board and employee survey has been completed and the Committee will receive results in January.
6. Draft Board Agenda
 - A. NextGen Update- Mr. Moore, Director of Maintenance will update the Board at the Board meeting. The updates include outreach meetings and the progress with NextGen.
 - B. Strategic Goals- Commissioner Barton will speak at the Board meeting with the strategic goals and if there are any recommendations and suggestions to add.
 - C. Board Survey
 - D. FY17 Financials- Mrs. Daley, Director of Finance, discussed FY17 with the Committee. There was a review on Medicaid, Medicaid overpayment, audit report and the Rural and Urban FY17. FY18 will be an action item for the upcoming Board meeting.
7. GM Report
 - A. RouteShout- Routeshout has been up and running in both rural and urban.
 - B. DTC Upgrade- Beakens were installed last week.
 - C. Electric Bus Update- GMT has had enough funds for 4 electric buses.
 - D. Winter Clothing Drive- Mr. Sousa stated that the winter clothing drive was very successful and Teamsters donated \$500 worth of clothing.
 - E. Break in at 15 Industrial- Mr. Sousa updated the Committee regarding the recent break in, stating that there will be a security system upgrade and extra police patrols near our area.
 - F. Medicaid Update
8. Confirm next meeting date-The Next Leadership Committee Meeting is scheduled for Thursday, December 14th, 2017 at 9:00 am.
9. Adjourn- Meeting Adjourned at 11:22 am.