



Leadership Committee Meeting Minutes
Wednesday January 10th, 2018
GMT Board Room
15 Industrial Parkway Burlington, VT

Committee Members:

Chairman Kaynor
Vice Chair Chittenden
Treasurer Dimitruk (via Phone)
Secretary Barton

Staff Present:

Mark A. Sousa, General Manager

Meeting opened at 9:06 AM.

1. Adjustment of the Agenda - None
2. Public Comment- No public comment.
3. Approval of the December 15th, 2017 committee minutes- One change was made by Secretary Barton. Commissioner Barton made a motion to approve as amended the minutes and Commissioner Chittenden seconded and the minutes were approved.
4. Draft Board Agenda
 - NextGen update- Mr. Sousa updated the committee with NextGen stating we are pushing the timeline further for the NextGen project to get more feedback. Discussion about the rural towns and how we will communicate with them. There was also a discussion about the stakeholder list.
 - GM Evaluation Process - The Committee discussed the process and the use of Suvey Monkey. Chair Kaynor and Commissiner Dimitruk agreed to meet and go over the previous GM Evaluation.
 - Jeffersonville Commuter – The Commissioners discussed all the options that could come up if one community does not fully fund the route. There is a meeting in 01-11-18 in which CATMA will be presenting about what they do. Chair Kaynor will be attending as well as Commisioner Chittenden. GMT staff will also attend.
 - Employee Survey – There will be an employee survey done in January which will be done out of HR.
 - Board Business – There was a discussion about Commisioner Acharya stepping down from the Board as the representative from Winooski. Mr Sousa stated that he spoke with the City Manager about the vacancy.
5. GM Report
 - RouteShout- Mr. Sousa updated the committee regarding RouteShout. It seems to be working off and on so Mr. Sousa reached out to VP Tom Coogan from RouteMatch and was advised of a timeline to get it all fixed.
 - DTC Upgrade- Mr. Sousa updated the committee with DTC updates. Mr Sousa was told by VP Tom Coogan from RouteMatch that by the 01-19-18, all issues should be up and running.
 - New Bus Update- Mr. Sousa stated that all 12 new buses are here and that 8 are on the road.



- VW Settlement Letter - The letter has been drafted and Mr. Sousa and Chair Kaynor will be signing and sending it to ANR.

6. Next meeting date is February 15th, 2018.

Meeting Adjourned at 10:08 AM.

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