



Board Meeting Minutes
Friday, April 3, 2020 at 7:30 a.m.
Virtual Meeting Via Zoom
101 Queen City Park Rd, Burlington, VT 05401

Present:

Commissioner Waninger
Commissioner Chittenden
Commissioner Kaynor
Commissioner Dimitruk
Commissioner Pouech
Commissioner Buermann
Commissioner Sharrow
Commissioner Bohne
Commissioner Spencer
Alt. Commissioner Polyte
Alt. Commissioner Moore

Jon Moore, Interim General Manager
Trish Redalieu, Director of Human Resources
Nick Foss, Director of Finance
Jamie Smith, Director of Marketing and Planning
Deb Coppola, Senior Accountant
Jenn Wood, Public Affair Coordinator
Matt Kimball, Capital Projects Manager
Matthew Young, HR Coordinator
Karen Plante, Payroll Administrator
Pam McDonald, Accounting Coordinator
Ross McDonald, VTrans

1. Chair Waninger opened the meeting at 7:44 a.m.
2. Adjustment of the Agenda – Mr. Moore introduced Justin Town, Maintenance Coordinator and Alex Nshimyeimana, Head Custodian to the Board and thanked them for their work with cleaning and disinfecting the buses and the GMT facility.
3. Public Comment – There was no public present.
4. VTrans Update- Mr. McDonald informed the Board that statewide demand response transportation services are down 75-80% and fixed routes service is down about 60%. Mr. McDonald also stated that VTrans has received \$13,000,000.00 from the federal government to help due to the COVID19 pandemic. Of this \$13,000,000.00 GMT will be receiving an additional \$7,500,000.00 in funding from VTrans. VTrans and staff will be working on providing different scenarios on the best use of these funds.

There was discussion.

Mr. McDonald stated that VTrans is requesting that transit providers submit grant applications as if we were back to full service for July 1, 2020.



5. COVID19 Response Items – Mr. Moore thanked Mr. McDonald and the Transit division for the amount of communication that has been taking place during this time.

Mr. Moore stated that the \$7,500,000.00 has been deposited into the urban account to get GMT through this situation and position the organization for success.

Mr. Moore informed the Board that ridership is down about 75%. Ridership is being monitored daily to make sure we are providing the correct amount of service to get people where they need to go, while also providing space to comply with the social distancing order. Rural ridership is down about 80%.

Mr. Moore presented a new poster that will be posted at the entrance to each bus with information on keeping everyone safe during this time. Also these posters stated that if a passenger is showing symptoms the driver may deny them boarding.

Drivers previously did not have the authority to deny a passenger boarding but due to the current situation this has been changed for the safety of everyone. There is a process that will need to be followed if this does need to happen; the driver will need to notify a supervisor what is happening and there is a form that will need to be filled out and turned in to management for each occurrence.

Mr. Moore stated that one of the drawback to going fare free is that some people that do not have anything else to do are just riding the bus for no reason. Fare free service was expected to end on 4-1-20 but it has been extended.

The Board that disinfecting foggers have been purchased and each bus is fogged and disinfected daily, the driver compartment is disinfected twice per day. Also each Matt Kimball entered at 7:50 a.m.

There was discussion.

Mr. Moore informed The Board that we currently have 72 drivers on paper. Currently on 50 of the drivers in Burlington are currently working, with the remainder out for other reasons including due to COVID19 related reasons. This has caused some runs to be dropped daily due to not having enough staff. Staff would like to start the summer bid process as soon as possible due to the schools being closed until the fall. Staff has been working with the union to work outside of the normal bid process that is outlined in the current contract and trying to implement the bid in the next 4 weeks.



Mr. Moore stated that in conversations with the union there has been discussions on hazard recognition pay.

There was discussion.

6. Continuity of Operations Plan– Mr. Moore presented the draft of the Continuity of Operations Plan and stated that a final draft will be presented at the next board meeting for input from The Board.

There was discussion.

7. GM Search Process- Chair Waninger stated that at the last meeting The Board decided to pause the search process until after the COVID19 situation has been resolved. Chair Waninger contacted Sara at HRGov and she relayed the information the candidates.

There was discussion.

8. Adjourn – **Commissioner Kaynor made a motion to adjourn. Commissioner Dimitruk seconded the motion. All were in favor, and the meeting adjourned at 8:37 a.m.**