



Leadership Committee

Meeting Notes

Thursday, July 13th, 2017

9:00am

15 Industrial Parkway, Burlington, VT

Present:

Chairmen: Kaynor, Chittenden, Barton, and Dimitruk (phone)

Staff: Mark Sousa and Kaitlin McCarthy

Meeting opened at 9:02am.

1. Adjustment of the Agenda

No adjustments were made.

2. Public comment

No public comment.

3. Approval of Minutes

Commissioner Chittenden made the motion to approve minutes. The motion was seconded by Commissioner Barton. The minutes were approved.

4. Retreat Agenda

Mr. Sousa presented the agenda that was discussed previously with Commissioner Kaynor and Commissioner Chittenden. A couple speakers might be added. Secretary Flynn cannot be there until 3 PM so Secretary Barton suggested having him attend another meeting. It would be nice to have him speak, but it does not have to be at the Retreat. Commissioner Chittenden inquired about the time needed for GMT Funding and Assessments. Mr. Sousa said originally it was under the Financial Update, but felt it would be beneficial to have it's own section.

Commissioner Kaynor suggested moving the Equity Discussion to another meeting if a speaker can come for the Fleet Composition discussion. Commissioner Dimitruk said it was important to have the Equity Discussion as it can effect other sections. Looking at trends and forecasting is important for the Retreat. Commissioner Kaynor proposed having a 15 minute walk through of financial assessments and how the fiannce piece works in regard to ADA, END, Medicaid, and the differences between rural and urban as it could lead into strategic discussion. He wants to see where the local match funding comes from as well as looking at the pros and cons of other options. The Legislative Update is changed to 30 minutes. Commissioner Barton will facilitate the strategic process discussion. This will be the time to remove items and add goals. He will work with Mr. Sousa and Mr. Sousa will obtain staff input before the meeting. A Fleet Composition discussion was added to the agenda because there are a few routes that could benefit from having vans instead of buses based on the NextGen study. Commissioner Barton thought it was important to look at what the fleet looks like now and forecast what it could look like as well as any energy sources that are part of the vision.

5. Draft Board Agenda

Mr. Sousa said there will be an exercise related to NextGen to do at the meeting that will answer questions. This will be an app provided to Board Members before the meeting. Mr.



Sousa's asked that a discussion about ADA be done in Executive Session due to it effecting personnel. The upcoming meeting will include voting on officers and solidifying committee assignments for the next fiscal year. Mr. Sousa announced that Peter Aube has resigned from his position as the Director of Maintenance for personal reasons. Justin Town has been moved to a Maintenance Supervisor position and two formen (one for day shift and one for night shift) have been made permanent. Three employees are scheduled to attend the APTA conference and Mr. Sousa requested only one Board Member join.

6. GM Update

Mr. Sousa announced that RouteShout is up and running and that an electric bus grant application was submitted. Mass Transit Magazine will be releasing an article in their August 10th issue focusing on GMT. Mr. Sousa stated that the transportation for the July 3rd fireworks went smoothly. He said Bloomfire is currently up and running and that Miss McCarthy will be trained on running the site. There was a discussion on ways to configure ADA options.

7. Next meeting

The next committee meeting will be Thursday, August 10th, 2017 at 8:00am.

8. Adjourn

Commissioner Chittenden made a motion to adjourn. The motion was seconded by Commissioner Barton.

The meeting was adjourned at 10:17am.

DRAFT