



Operations Committee Meeting Minutes
Monday, December 10, 2018 at 9:30am, GMT Board Room
15 Industrial Parkway, Burlington

Present:

Commissioner Chittenden
Commissioner Waninger
Commissioner Barton
Commissioner Sharrow

Mark A. Sousa, General Manager
Patricia Redalieu, Director of Human Resources
Matthew Young, Admin Support Specialist

Meeting started 9:31 am

1. Adjustment of the Agenda –
None
2. Public Comment-
None
3. Approval of November 2018 Meeting Minutes –
A motion was made to approve the October minutes by Commissioner Chittenden, seconded by Commissioner Barton. All were in favor and the minutes were approved as presented.
4. Discussion of Performance Improvement Plan (PIP) –
There was no new information to present on the PIP so the PIP was not discussed. The Committee wanted to spend more time on the PIP charts.
5. Review of PIP Charts and submission to Board –
The Committee reviewed the PIP Charts and made suggestions on how the charts could be improved. The changes will be made for the December 2018 Board meeting.

The committee has decided to track five years of information on the charts.

Mrs. Redalieu stated that she is working on getting accurate industry standards that will be added to the charts once complete.

Commissioner Waninger entered the meeting at 9:47 am.



Mr. Sousa informed the Committee that he will be putting the charts up online for the public to view once they are 100% complete.

Commissioner Barton suggested adding notes to any area that looks to be declining.

Commissioner Waninger suggested updating the chart axes to make them more clearly understood.

Commissioner Barton stated that this Committee needs to review the PIP and remove outdated or complete goals and metrics.

6. Staff Review of Ongoing Projects-

Mr. Sousa updated the committee on the progress of the 1 Industrial Ave project.

Mr. Sousa informed the committee that GMT and the union are installing driver barriers in some busses as a test program. These barriers have been ordered for three new Gillig buses that are scheduled for delivery in June 2019.

Commissioner Barton asked that driver barriers be an agenda item at the December 2018 operations committee meeting.

Commissioner Barton inquired about GMT's energy efficiency plan and asked that this Committee spend time at a future meeting to discuss this topic.

Mr. Sousa informed the Committee that staff will have an award letter at the December 2018 Board meeting for the purchase of two electric buses.

7. Next Meeting Date-

The next Operations Committee meeting will be on Monday February 11th, 2018 at 9:30 AM at 15 Industrial Parkway Burlington.

8. Adjourn-

Commissioner Waninger made a motion to adjourn, Commissioner Chittenden seconded the motion. All were in favor and the meeting adjourned at 10:29 am.