



Rural Community Transportation, Inc.

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"COMMUNITY IS OUR MIDDLE NAME"

RCT Board of Directors Meeting

Monday, November 4, 2019, 11:00AM

RCT Headquarters, Lyndonville, VT

Present: Christine Dudley, Robert Moore, Linda Lyman, Judy Nommik, Frank Maloney, Jonathan Davis

Guests: Tim Bradshaw (VTrans)

RCT Staff: Nick D'Agostino

Meeting called to order at 11:11AM by Frank Maloney

1. Introductions and Opportunity for Public Comment: No members of the general public in attendance, no comment.
2. Approval of October Minutes: No discussion, motion to approve by Christine, seconded by Linda. Motion passed with no opposition.
3. Approval of unaudited August 2019 financials: Nick explained format changes and that Jeff Mealey has found some cost allocations which are misplaced, motion to approve by Judy, seconded by Jonathan. Motion passed with no opposition.
4. VTrans Update (Tim Bradshaw): Mid-year grant adjustments need to be requested soon. VTrans has hired a new finance person to replace Susan Bailey. The National Transit Database (NTD) report has been completed and closed and RCT did a good job this year. VTrans has received positive comments for the new VT15/14 commuter route. Amy Rast is retiring and her last day is the end of the week. Barb Donovan is also retiring and her last day will be the end of December. Tim asked for an update on the Rides 2 Wellness application in Lamoille County – Rob said Copley and CHSLV are not interested at this point due to the perceived administrative burden, but there may be a different interested party and he will follow up with them.
5. Executive Session: Motion by Judy to find it necessary to enter executive session for personnel and public safety issues, seconded by Linda. Motion passed with no opposition. Motion to enter executive session made by Linda, second by Judy. Motion passed with no opposition. Motion to leave executive session by Judy, second by Christine. Motion passed with no opposition.
6. New Business: Frank announced that he will be stepping down from the Board after the January, 2020 meeting.
7. Executive Director Update: The Medicaid PMPW rate has been changed by VPTA members to better reflect the true costs of the service. The weekly rate is adjusted quarterly based on the previous quarter's costs. As a result, RCT is now receiving approximately \$5,000 more per week. The RCT retirement account will be set up to allow an employer match on a discretionary level (RCT can elect to offer a match and at what percentage/rate on a yearly basis). The new Route 15/14 Commuter route started today. Nick will be presenting the service to the Barre City Council tomorrow and the East Montpelier funding committee next week. We will be adding an EAP provider to our benefits package at little cost to the agency. A critical debrief session was held for staff due to the recent accident in Derby. Also, individual

counseling sessions were arranged for some staff. The new RCT logo is now being used – it is now on several vehicles as well as agency stationery. RCT will be participating in a safety and terrorism exercise conducted by Homeland Security. The spare ratio of the bus fleet is extremely thin right now due to the accident in Derby and another needing a transmission. GMT has offered to transfer the title of a bus to RCT but it will require repairs.

8. Marketing Committee Update: Desired changes to the RCT website were reviewed at the last committee meeting as well as a proposed change to the mission statement for RCT. The current mission statement reads:

1. Encourage the use, development and support of safe public transportation.
2. Provide Coordinated, consolidated, non-duplicative transportation services.
3. To promote the planning and development of public transportation.

The proposed mission statement, after revisions based upon discussion with the full Board, reads:

Our **Mission** is to provide public transportation services for everyone that are safe, reliable, accessible and affordable to enhance the economic, social and environmental health of the communities we serve.

It was suggested that the full board have the opportunity to review the proposed changes, discuss at the next meeting and vote at that time to approve. It was also suggested that the current vision statement remain as is.

9. Next meeting: December 9, 2019 at 11:00AM, RCT Headquarters in Lyndonville
10. Motion to adjourn made by Christine, second by Judy, motion passed without objection.