



# Rural Community Transportation, Inc.



1677 Industrial Parkway, Lyndonville, VT 05851

Tel: (802) 748-8170 Fax: (802) 748-5275

[www.rideRCT.org](http://www.rideRCT.org)

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## **“The Ruby in the Kingdom”**

It is the vision of RCT to establish a solid foundation for regional development of a safe efficient public transportation system.

### **RCT Board of Directors Meeting**

**Monday January 14, 2019**

**RCT Main Office, Lyndonville, VT**

**11:00 AM**

**Frank called the meeting to order at 11:04 am**

**Present: Frank Maloney, Rob Moore, Linda Lyman, Russell Curtis, Christine Dudley, Robert Wilkins, and Melinda Gervais-Lamoureux.**

**Guests: Jonathan Davis, Northern Vermont University, and Elaine Haytko, VPTA.**

**RCT Staff: Nick D’Agostino, Cherryll Bunnell, and Sandy Thorpe**

- 1. Introduction and Opportunity for Public Comment: Jonathan Davis was introduced as a prospective alternate board member.**
- 2. Approval of December 10, 2018 minutes: Linda Lyman made a motion to approve as amended, Robert Wilkins second, motion passed.**
- 3. Secretary’s Report: Bank accounts have been changed over to Nick and Linda, she has not reviewed the register due to computer issues. Check register review will be rolled into the finance committee duties.**
- 4. Financials:**
  - A. Approval of October Financials, subject to Audit: Cherryll Bunnell reviewed the October financials. Robert Wilkins made a motion to approve the October 2018 financials, subject to audit, Linda Lyman seconded, and the motion passed**
  - B. Approval of November 2018 Financials subject to Audit: Cherryll Bunnell reviewed the November financials, explaining that RCT is over budget for year to date on several areas; she reviewed some things that can be in RCT’s control and other things that are not in RCT control; such as RCT cannot control the Medicaid numbers, but can control office supplies. Linda Lyman made a motion to approve the November financials, subject to audit, Christine Dudley seconded, and the motion passed.**
  - C. Review Net Asset Policy: The Finance committee will review and bring recommendations to the board.**
- 5. Committee Updates:**
  - A. Finance Committee (Net Asset Policy): The Finance committee met this morning. They reviewed the audit procedures with the Auditors, and will provide more formal guidelines as the committee comes together. The committee will review the Net Asset policy and bring any changes to the board.**
  - B. Nominating Committee update: Frank will send a letter to the town of Barton to request Justin-Barton-Caplan come on board as an alternate. Jonathan Davis gave update on Northern Vermont University and the continued partnership with RCT.**

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- 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.**



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**C. Personnel Committee: The Committee met with Mary Grant and did her exit interview and evaluation.**

- 6. Medicaid Update: (Elaine Haytko): Elaine reported the new manual has several new changes. She explained that there may need to have some changes made in RouteMatch, but it looks like the way RCT's set up is will work well. Elaine will be doing trainings in the near future with recommendations that came from the DVHA audit. Elaine will send the link out so anyone can review the manual.**
- 7. RouteMatch Demonstration & discussion: Nick D'Agostino updated that RouteMatch wants to push go live date to later in February. RouteMatch sent an email to delay go live by another week. RCT sent notice that we did not request this change. The positive side is with this change is that RouteMatch will have 2 straight weeks of on site. Tasha Green gave an update on the additional customizations RCT has requested and she presented an overview of the RouteMatch system.**
- 8. Contracts and Grants: The E & D partner meeting last week gave Nick the opportunity to meet new partners. He has been attending several meetings.**

**ST Johnsbury School now has signed the school contract, and staff is working on NFI contract. RCT staff met with OCSU concerning some transportation issues. There has been a time concern about payment to RCT and to the drivers.**

**Tim Bradshaw from VTrans has asked RCT to host the Rodeo this year at no cost to RCT.**

**The Gillig bus is scheduled to arrive soon. This will be on the Route 2 Commuter.**

**There will be a Public Hearing on US 2 Commuter Jan 30 at 5:30 pm at the St Johnsbury Transit Hub for changes to the schedule and the addition of a new run in the afternoon directly to Barre. This additional route is fully funded. Once all changes have been approved new Bus Guides will be printed. A new e-mail address will be set up as contact for information on printed materials.**

**The GSA rate was raised to .58 per mile. Nick has asked for additional funding in the mid-year adjustment of E & D to cover increase. Medicaid cost is expected to increase by \$80,000 at the current mileage, which at this time there is no way to recover.**

### **9. Old Business:**

**A. Strategic Plan: Frank Maloney discussed using the NVDA funds to finish The Strategic Plan with Jane Van Buren. Funding would still be available through NVDA for marketing. Frank will work within NVDA on the payment. Linda Lyman made a motion to approve to have Jane Van Buren finish the strategic plan, with funding from NVDA, Melinda Gervais-Lamoureux seconded, and the motion passed.**

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**B. Christine Dudley shared that Morrisville Workforce Investment Board is having a career fair, Feb 7 from 1-2:30 pm. At CCV.**

**10. Next Meeting: February 11, 2019, in Morrisville possibly at Copely Hospital.**

**A. Items for next meeting:**

**11. Motion to Adjourn\*: Melinda Gervais-Lamoureux made a motion to adjourn, Christine Dudley seconded and the meeting adjourned at 1:39 pm.**

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**Notes Taken by Sandy Thorpe**

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**Submitted for approval by Linda Lyman, Secretary/Treasurer**

**Date Approved**

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