



Rural Community Transportation, Inc.

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"COMMUNITY IS OUR MIDDLE NAME"

RCT Board of Directors Meeting

Monday, October 5, 2020, 9:00AM

Video and Teleconference

Present: Rob Moore, Linda Lyman, Russell Curtis, Judy Nommik, Fred Saar, Jonathan Davis, Christine Dudley, Melinda Gervais Lamoureux

RCT Staff and Guests: Nick D'Agostino, Timothy Bradshaw

Meeting called to order at 9:15AM by Russell Curtis

1. Introductions & Opportunity for Public Comment: No members of the public present.
2. Approval of August 2020 Minutes: Motion to approve by Fred, seconded by Rob. Motion passed without opposition.
3. Review and discussion of updated FY20 financials: Nick presented updated FY20 financials, which showed a reduced payroll total compared to that which the board previously reviewed. Total payroll was erroneously high on the previous report due to a mistake made by the finance department: accrued payroll costs were not being changed to paid payroll costs, showing an FY20 payroll total that was \$195,284 higher than actual. Nick will suggest a new FY21 payroll estimate to the Board. Russell asked that Nick contact the auditors to find out if there are other line items that may be susceptible to this type of error.
4. Approval of July 2020 unaudited financials: Motion to approve by Russell, seconded by Fred. Motion passed without opposition.
5. VTrans Update by Tim Bradshaw: The addition of CARES Act money has made funding complicated. Tim has recently been sorting through various sources of funds and has made some changes to RCT fund sources (CMAQ grants to 5311 grants). VTrans is working on a cost allocation system to be utilized by all Vermont providers. The NTD (National Transit Database) report is coming due and providers are not allowed to count meal deliveries as rides. VTrans is paying close attention to the COVID situation in Vermont, although it does not appear that things are improving. Of particular concern is a lack of volunteer drivers and, with winter approaching, using heaters on buses. VTrans is looking into bus heater filtration systems for the winter.
6. Executive Director Update: The VPTA Board of Directors has voted to change the way it divides Medicaid revenues and reimburses transit providers. Instead of paying each provider a set amount multiplied by the number of members in each territory, VPTA will now cover the weekly costs of each provider (based upon three quarters of financials). The remaining funds will be divided in half. One-half will be distributed to the providers based on percentage of VT members in each territory. The remaining half will be held for a quarter in case of sudden provider losses. If there are no losses, or if the remainder exists at the end of the quarter, the remaining funds will be distributed to each provider, again based on percentage of VT members in each territory. The first week of the new payment has shown a reduction of

\$8,000 to RCT, but any losses will be made up with the quarterly distributions. Rob Moore asked about the loss of Medicaid clients due to the pandemic, and when we will need to worry about potential financial losses. Nick responded that, while the Medicaid client count has decreased significantly, statewide numbers have stabilized and are now beginning to increase. RCT has taken delivery of the two remaining buses on order and has no vehicles currently outstanding. The new phone system is installed and is operational. The new website is in the development stage, and the new bus schedules/passenger guides have been published. Lila Bennett was able to sell enough sponsorship ads in the booklet to cover the cost of printing. Nick owes the finance committee a recommendation for the employer contribution to the 403(b) plan. There are currently five active participants. Finally, of the twelve towns requiring petition signatures be gathered to be added to the town meeting ballot for appropriations, only one town, East Haven, has declined our request to waive signatures. The town of Sutton's decision is outstanding, and the towns of Morgan, Derby, Brownington, Lyndon, Barton, Newport City, Hardwick, Norton, Holland and Irasburg have all approved our request.

7. Discussion of open board seats: Two seats remain open (Lyndonville, term expires 2022, and Caledonia at large alternate, new term). Russell will contact the Lyndon town manager for possible candidates that might fit the experience and skillset useful to the board. If anyone has any suggestions for the at large seat, send them to Russell.
8. Old Business: Performance review of Executive Director will need to take place in the next few weeks.
9. New Business: Christine Dudley currently represents the town of Hyde Park. She has recently moved to Morrisville. Regarding situations such as this, the RCT Board bylaws indicate it is okay for the director to remain on the board until May of the following year (May 2021). It was suggested that at this time, the town of Hyde Park could be approached regarding the situation.
10. Next Meeting: November 9, 2020.
11. Executive Session: None
12. Motion to adjourn made by Judy, seconded by Rob. Motion passed without opposition. Meeting adjourned at 9:55AM.