

RCT Board of Directors Meeting
Monday, June 13th at 9:00am

Join the ZOOM Meeting

<https://us02web.zoom.us/j/83727982886?pwd=VjhUVTZJTzEwUzlTcDIUak5BSi8xZz09>

Meeting ID: 837 2798 2886 Passcode: 784105 646-558-8656 US (New York)

Agenda

- 9:00 Call to order, Introductions, Public Comment, and Modifications to the Agenda
- 9:01 Board retreat status -scheduling date and developing content
- 9:03 Approval of Board Meeting Minutes: May 9, 2022*
- 9:05 Questions about VTrans Update
- 9:10 Questions about Executive Director Update (see attached)
Motion to remove Karen Desrochers as a signer on the RCT accounts and to add Dan Sherman as the Treasurer

Committee Reports and Updates

- 9:15 Marketing
- 9:25 Personnel
- Nominating Committee – no report

- 9:35 Finance Committee report and Financial Update
- 10:00 Other Business
- 10:02 Executive Director search Committee
- 10:05 Determination of Need for Executive Session per 1 VSA 313(a)(1)*
- 10:05 Executive Session if Need is Determined*
- 10:30 Adjourn*

*Action Item and/or Board Vote

Next Meeting: July 11, 2022



Rural Community Transportation, Inc.

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"COMMUNITY IS OUR MIDDLE NAME"

Executive Director's Report June 13, 2022

During May the Fiscal Year 2023 budget was finalized and submitted to VTrans. VTrans was very supportive of RCT, and we only have a minor reduction in our request. Some highlights of the 2023 budget include:

- E&D funding increased from \$804,000 in FY22 to \$950,000 in FY23.
- Operating Funds of \$700,000 at 100% Federal
- Recovery and Job Access Funds of \$85,260 from Federal and State (AHS) dollars
- MicroTransit start funds to replace the Morrisville Loop of \$214,144.
- Five new vehicles ordered in FY22 (Two Sprinters, two EV, and one 18/2)
- Six new vehicles for FY23 (Two Sprinters, three 12/4, and one 18/2)
- \$253,000 in non-vehicle capital projects

Federal Funds	\$4,297,664.70
State Funds	426,010.40
Local Match	<u>649,237.65</u>
Total Budget	5,372,912.75

Operations

There were no service disruptions or significant vehicle maintenance issues during the month.

Operations completed their driver refresher training with classes in St. Johnsbury, Morrisville, with Newport. This course meets the FTA requirement for quarterly driver training.

We started the new Burke service in May. The service is on Friday, Saturday, and Sunday until mid- to late-July when Kingdom Trails receives their new bicycle trailer, then Monday service will be added.

Call Center

RCT's call statistics continue improvement in May with Shawna tracking incoming calls daily. Mitel continues to work on developing the requested modifications to the call routing software. Adding to the Call Center staff continues to be a priority.

Procurement

We have ordered Verizon Wi-Fi equipment for two of the larger vehicles and two portable units for smaller vehicles. The Verizon units are hard wired in the bus, while the smaller units are portable. All four of these units are to evaluate Wi-Fi performance; the Verizon units support Verizon only while the portable units support Verizon, T-Mobile, and AT&T.

We are applying for a Vermont Internship Program Grant to bring two interns into RCT for an eight-week internship. Our plan is to structure a schedule that will allow the interns to see all operational areas of RCT and end their internship with a good understanding of public transit in Vermont.

Community Outreach

We continue to focus on community outreach and have the following events scheduled:

Vermont Veterans Summit – June 3rd at NVU Lyndonville. Sandy and Amy had a table at the Summit for the day. They report good visitor traffic and numerous positive comments about the Call Center staff and the bus service. Pictures of the table and RCT information are attached, and Amy and Sandy provided the following comments:

“We appreciated the opportunity to attend the 2022 Veterans’ Summit held at Northern Vermont University on Friday, June 3rd as a vendor and a community organization. Hosting a table provided the chance to talk with a variety of people. Some expressed thanks for services rendered to a family member in the past. Many took schedule books, and a few stopped to share recollections about former volunteer drivers and the deep roots and connections that RCT has in the community. The summit was a chance to market but, more importantly, a chance to connect.”

Newport Community Summit – June 15th in Newport. This will be a hybrid event and RCT has been selected a one of three organizations included on the program. Newport has requested a 5-minute presentation that included our mission, significant events, and a “call to action” for Newport residents. We will discuss the volunteer driver program and there will be a survey on the ZOOM screen where participants can request additional information about the volunteer program.

Working Community Challenge (Lamoille) – Emily has invited RCT to participate in her meetings with a variety of community groups. These meetings have provided an opportunity to talk about RCT and to listen to the issues that are facing the communities in Lamoille County.

Escalating Gasoline Prices

We are starting to receive inquiries from volunteer drivers about additional support to address the rising gas prices. Previous research concluded that there is not a model that RCT can use to provide additional pay or gas cards without the drivers becoming RCT employees. The best option we identified was a donation from a private company that could be used to purchase gas cards. We estimated one round of \$50.00 gas cards would cost approximately \$2,300, and the remaining questions concerned the effectiveness of a one-time gas card and the continuing high gas prices.

IRS Late Filing Penalty

We have not received and correspondence from the IRS regarding the late filing penalty.

Summer Transportation Requests

We have started receiving requests to support summer activities. To date we have been contacted by the following:

June 9th - Preservation Trust of Vermont – Downtown & Historic Preservation Conference – Breakout session in multiple locations with 200 – 300 participants expected.

June 20th – July 29^h – Hire Ability Vermont Summer Program – Transport twelve clients from the Welcome Center and three stops to Burke Mountain Hotel.

July 10th – August 28th – Catamount Arts - Eight Sunday afternoon concerts at Dog Mountain

TBD – Town of Coventry - Planning an event in July. Specifics are not yet available.

TBD – Town of Newport - Summer activities and events. Interested in transportation from remote parking lots to event site and back.



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