

Jason Rasmussen in the absence of Seth Boyd called the meeting to order at 10:36 am. Those in attendance and constituting a quorum were as follows:

Board Members:

Randy Capitani
Jason Rasmussen
Chris Campany
Sue Fillion

Members of the Public: None

Staff Present:

Randy Schoonmaker, CEO SEVT
Keith Johnson, Finance Manager, SEVT

Invited Guests:

Tim Bradshaw, VTrans

Public Input: None

Amendments to the Agenda: Update on Windsor Microtransit

Review December 14, 2022, Minutes: Sue motioned to approve the minutes, second by Randy C. Motion passed 4-0

Review January 12, 2023 Finance Committee Executive Summary and Ridership: The summary and ridership were presented. Randy C complimented Keith as doing a really good job with cash flow and finance transactions and transparency. Randy S presented ridership in Christine's absence. As previously mentioned, Brattleboro is doing well. The winter Okemo route will continue to skyrocket as we have restructured that route. We beat last year's entire ridership on Okemo route in one week. Rockingham is up overall seventeen percent. In Wilmington year-round routes are higher as well compared to a year ago. The Wilmington winter routes are up six percent from a year ago. Weather is a factor with these routes. The Stratton-Manchester route has started to really climb over a year ago. Wilmington routes are up 19%. As a company we are up 18% from a year ago. Randy S showed the Christmas Week ridership compared to all the years of winter service. Overall, it was our fifth best week of our 27 Christmas weeks, and the weather turned adversely in the last few days of this year's week. Randy presented the increases in the Route 57, 61 and Stratton Manchester routes. All are increasing much higher than the overall company and are expected to continue to increase at the higher rate.

Strategic Planning: This was updated in November and is in the BE website and emailed to all for review. Randy S reminded the Board that the idea was to review it piece by piece, but to revisit a topic each meeting. Jason does not have any direct input, and other Board members did not have anything for this meeting. Jason asked to keep it on the agenda to revisit when more members are present.

SWOT discussion with Staff: This will remain on the agenda until next meeting. Seth wanted to work on this with staff, so we are standing by. Randy C recommended perhaps Randy S ask other staff what other opportunities about recruiting volunteers. Randy S explained about the statewide recruitment for volunteers as well. Tim Bradshaw discussed the volunteer program and how there would be more income possibly and would not be employees but would get a 1099. The hope to is have an additional opportunity for rides provided. Tim explained that the funding would probably flow through the Elderly and Disabilities program. Randy S explained the state is providing funding for the community driver marketing program. SEVT's video volunteer ad was played for the Board.

FY22 Route Performance Report: Tim Bradshaw presented the SFY22 Route Performance Report. Tim noted this has been shared with the Board in whole, and he will be highlighting information for the Board. Tim noted that Randy is very sensitive regarding ridership. Tim explained that for VTtrans the most concerning data point is costs, including labor wages. Tim went to explain that several transit providers' staff have unionized which has increased the labor wages significantly. Tim explained that SEVT has an excellent team based company and are always looking to maintain competitiveness with the unionized shop and SEVT has done that well. However, that becomes more challenging to become long term sustainable. This has led to VTtrans discussing for the first time in many years possible route cuts for cost effectiveness. Tim presented cost per ride, ridership by category, and cost per trip by service category. Tim explained the demand response cost is higher because there are less volunteers which means more small buses at a higher cost. Sue asked the difference between service categories. Tim presented the service categories, which shows where SEVT routes fall within those categories. It should be noted that SEVT had some high ranking cost effective routes including the number one West Dover-Wilmington, the fourth best as the Red Line in Brattleboro, and demand response. SEVT was one of two transit providers that met the acceptable cost in that category. Randy S explained the one route in red, Okemo, has already been revamped and these numbers are a year old but this will rebound drastically as the ridership has already shown. Tim discussed fare revenue as topic for ridership, on time performance, customer service, and cost per passenger. Sue asked if any of the routes in the report were charging fares. Tim explained that everything is fare free at this time and in this report.

New Business: Windsor Micro transit: Randy S gave an update on the Windsor Microtransit route. The MicroMoo begins Monday January 23 at 6:00 am. It is very exciting, and we are relying on the software. Randy explained that you can book a ride via phone, online or a smartphone app. He gave a quick overview of how the software works with a tablet that is in the vehicle and updates live. Randy S explained that Christine, Sara and Tammy are field testing today and we are working on some last minute glitches. There are two final public meetings tomorrow, and if we need to we can start Monday manually, but we are confident that we will be able to use the software. There is a VPR interview today along with Jon Moore from GMT and Ross to discuss microtransit in general. Windsor has no regular public transit, so this is very needed and exciting for their community. Randy S explained this is the second one in the state to be launched. Jason wished us luck. Randy S updated the Board that the new vehicle we were hoping would be delivered are not in yet, but hopefully be the middle of February.

Jason asked if this new meeting time schedule will work going forward, given the low Board attendance. Randy S believes it will but will follow up with the other Board members to confirm.

Executive Session if Necessary: None

Motion to adjourn by motioned to adjourn by Sue Fillion, seconded by Randy C meeting adjourned at 11:33 am.