

Seth Boyd called the meeting to order at 10:02 am. Those in attendance and constituting a quorum were as follows:

Board Members:

Sue Fillion
Randy Capitani
Dan Thoemke
Seth Boyd
Chris Campany
Jason Rasmussen

Members of the Public: None

Staff Present:

Randy Schoonmaker, CEO, SEVT
Christine Howe, General Manager, SEVT
Keith Johnson, Finance Manager, SEVT

Invited Guests:

Jeremy Whiting, VTrans

Public Input: None

Amendments to the Agenda: None

Review minutes of June 4 and June 18: Reviewed with no changes

Finance Committee Meeting executive summary: Was reviewed and Randy C. said it was a good meeting and more will be reviewed today.

FY 24 Ridership: Randy S presented FY24 ridership, noting the Brattleboro in town fixed route was a record year, and the Bellows Falls to Brattleboro and the Bellows Falls in town routes had record years as well. Okemo continues to grow and we are just short of 10,000 rides in Windsor with the first full year of Microtransit. We had a record number of Medicaid van rides this year. In comparison FY17 we did a record number of volunteer rides, which just shows the swing from volunteers to employee-based van rides. There was more hardship in 2017 with more volume than what we have now. Total Rockingham rides were 279,032 rides which is a record for Rockingham. In Wilmington not so many records, but Stratton continues to grow and had the best year thus far with 23,050 rides. As discussed with an off winter the Winter Routes are off. Overall the company did 499,486 rides, just shy of half million rides and almost level with a year ago. Considering the off winter we had a pretty good year. Joel asked if there was any talk about the Route 30 fixed route. Randy S. said we submitted a CMAQ application again this year and VTrans did not fund it. Joel asked if we continue to discuss will VTrans fund it? Jeremy Whiting from VTrans said that is more for Ross to answer. Jeremy said bringing it up often is not going to hurt it. Chris said we do bring it up often, however, the challenge is the state does not have the money to allocate to it. Chris said he has been working on that since he began at the WRC and will continue to pursue it. Randy C. commented that on the Wilmington-Brattleboro route ridership has been impacted from the Marlboro College closure as well.

Randy S. presented denied demand response trips from January to June per request of the Board. The data is broken down by medical and social. From January-April we were below 1% denials for trips. In May that number bumped to over 1%. In June, we denied 4.5% of trips requested. Christine commented that was due to a perfect storm of drivers out for vacation and medical leave. Christine also noted that thus far in July they have not denied any trips, with the additional help from Wilmington it seems we have turned the corner.

VTrans update: Jeremy gave an update from VTrans. He discussed the meeting with Neighborhood Connections to partner with them for some volunteer recruitment and trip coordination. There was nothing more from VTrans at this point.

MTI Grant: Randy S. noted there is not much to report. The deadline for the application is the end of September. At last month's Board meeting management received approval for us to continue to work with Springfield on a microtransit application. During the Neighborhood Connections meeting there was discussion for SEVT to purchase vehicles for the human service agency to use. The local match is paid for by the human service agency. Randy S said there will be more to report at the next Board meeting and possibly an MTI application to approve. Randy C asked if there would be MOOver spots on the vehicle for Neighborhood Connections. Randy S said no it would be their vehicle to "brand".

Randy S updated the board on the LowNo Grant. SEVT asked for four charging stations in Rockingham and that application was approved. We would put out an RFP for the charging station infrastructure. The vehicles were applied for under the low emission grant, known as the carbon reduction funds, for two electric Ford Transits which were also awarded.

Randy S explained there is the regular capital award from VTrans except for carryover capital from FY 24, but no FY25 capital has yet been granted. VTrans was waiting to see how all these other grant opportunities were funded first before awarding regular vehicle capital. We have updated SEVT's ask for vehicles for the spread across all the grant opportunities. Jeremy noted that Vermont is far ahead on the vehicle side of electrification. With that, Vermont has decided to hold back a bit on the vehicles and start to focus more on the infrastructure now. Jeremy noted the electric cutaways are not meeting the standards. VTrans had to ask FTA for a change to the Ford Transit style vehicles which was accepted.

Fundraising Update: Randy S presented some data on volunteers for FY24. It reviewed the number of volunteers, gender breakdown and reimbursement amounts. It is noted that one volunteer was reimbursed over \$111,000 last year., with the average volunteer reimbursed \$23,000. Volunteer reimbursements are 12% of our annual expenses, which is more than fuel, bus parts and bus repair combined. Randy C asked what funding is covering those costs. Randy S explained it is direct funding from either Medicaid or O & D funding. Joel asked about requirements for volunteer drivers. Christine explained that the requirements for the volunteers are background checks, car inspection, current license, insurance, registration.

Randy S presented the fundraising efforts already in place that amounts to \$111,500 in sponsorship, non-taxable income. The sponsorships are very saturated. Randy S is focusing on foundations and corporate giving. SEVT has a gold rating for foundations and corporate giving. Randy S is spending extensive time on Candid software training to learn how to approach and apply for foundation and corporate gifts. He said that the board had requested looking at a Development Director position to dedicate to corporate and foundation giving. Randy S presented thoughts and costs versus income realized from having a Development Director. Two options were presented. Randy S stated that VTrans would have to grant admin money to cover the position to make it financially viable. He asked for three to four months to focus on foundations before pursuing the development director idea. Randy C noted from a business perspective he agrees with Randy S to allow him to first pursue the foundations rather than trying for a new position that would be dependent on VTrans funding a portion of that person's salary. Seth said that the idea was that someone has it in their job description that it is their responsibility for the development of the organization raising funds

wherever we can. Seth thanked Randy S for researching and asked it to be kept for future discussions if needed.

Randy S also presented the Town Contributions for all transit providers in the state. It should be noted that SEVT is not the lowest in town contributions in the state, as was stated by VTrans at the previous Board meeting. Randy S presented the town contribution spreadsheet and discussion ensued on the plan to increase these requests. The discussion included the information Randy S and Christine gathered from each town on the process for an increase in their appropriation. Joel explained that he has seen firsthand that selectboards do not prioritize these contributions. Jason noted that SEVT can ask some of the riders to come to the town meetings to help encourage and support SEVT. Chris said that some towns do not realize they can put the appropriation directly into the budget. Chris said that Christine or Randy should ask if that is an option, to place in the budget directly as opposed to voting on each year. Discussion ensued regarding Jamaica's appropriation and Chris said Joel could get the signatures to increase Jamaica's appropriation easily. Joel asked if there was a letter or data that can show each town what transportation is provided. Christine explained she sends each town a letter for the request that includes how many van, volunteer, and fixed route rides were given in the previous fiscal year, the cost to those rides and the population it served. Christine said that same data is sent to each town in the format for the town reports. Joel asked Randy S to draft the petition for the 30 votes from Jamaica. The information presented is in the board packet.

Randy S said that he, Keith and Christine will be working on the budget for FY25 as FY24 books are being closed. Seth asked that we try to get something for the August budget and offered Board support to accomplish sooner than later.

Executive Session if Necessary: None

Motion to adjourn by Joel adjourned at 10:58 AM