

AGENDA

Meeting of the Board of Directors

June 10, 2026, at 10:00 AM EST

PUBLIC ARE ENCOURAGED TO ATTEND REMOTELY USING THE BELOW LINKS

- Meeting Link: <https://us02web.zoom.us/j/82077207859>
- Or One tap mobile: US: +19292056099, 82077207859#
- Or Telephone Only: +1 312 626 6799
- Webinar ID: 820 7720 7859

Do not use both computer and phone audio together: use one only to avoid audio distortion.

- I. Call to Order — Brad Burdette, President
- II. Roll Call – Ben Chambers, Secretary
- III. Introductions & Welcome — Brad Burdette, President
 - A. Introduction of new Board member – Heather Marcel
 - B. Introduction of new staff member – Shyqueen Mitchell
- IV. Public Comments — Brad Burdette, President

The public may address the board by first contacting Amanda Powell before the start of the meeting. Comments are limited to three minutes at the discretion of the board president. Contact Amanda Powell at amandap@ridejaunt.org or (434) 296-3184, extension 115.

- VI. Action Items
 - A. April 1, 2026 Board of Directors Meeting Minutes - Ben Chambers, Secretary PGS 2-4 of 80
 - B. Approve Budget for Fiscal Year 2027 - Mike Murphy, Missy Corbin PG 5 of 80
 - C. Reschedule August 2026 Meeting - Mike Murphy PG 6 of 80
 - D. Approve Operator Handbook - Mike Murphy, Andy Steed PGS 7-31 of 80
 - E. Reapprove participation in the State Safety Plan - Mike Murphy PGS 32-33 of 80
 - F. Approve Financial and Grants Management Policy – Missy Corbin PGS 34-46 of 80
- VII. Standing Committee Reports
 - A. Finance Committee - Missy Corbin, Mike Murphy, Jacob Sumner, Treasurer PGS 47-50 of 80
 - B. Operations and Safety Reports - Jason Espie, Andy Steed PGS 51-59 of 80
 - C. CARTA Report - Christine Jacobs
 - D. CEO Report - Mike Murphy PGS 60-62 of 80
- VIII. New Business
 - A. Next board meeting topics - Mike Murphy
- IX. Announcements and Board Member comments
- X. Closed Session: Discuss the performance, assignment, appointment, promotion, demotion, salary, disciplining, or resignation of specific officers or employees of Jaunt, as authorized by section 2.2 3711(A)(1) of the state code. The subject of the meeting is the CEO.

Adjourn to the next meeting: August 5, 2026, at 10:00 AM EST



Board Attendance Roster

Month: April Year: 2026

Directors	Present In Person	Present Virtual	Absent
Brad Burdette, [President], Nelson	X		
James Schoenster, [Vice President], Fluvanna	X		
Ben Chambers, [Secretary], Charlottesville	X		
Jacob Sumner, [Treasurer], Albemarle	X		
Kristi Hagen, Albemarle	X		
Iscella Wittich, Fluvanna	X		
Christine Appert, Charlottesville	X		
Chris Cullinan, Charlottesville			X
Steven Johnson, Charlottesville	X		
Randy Parker, Louisa			X
Rachel Jones, Louisa			X
Dian McNaught, Nelson	X		
Ex Officio Directors			
Christine Jacobs, TJPDC			X
Garland Williams, CAT			X
Katy Miller, DRPT		X	
Juanita Shanks, Buckingham		X	
Davis Lamb, Greene County			X
Staff			
Mike Murphy, CEO	X		
Missy Corbin, CFO	X		
Andy Steed, COO	X		
Mike Mills, Dir of Procurement		X	
Ben Rutherford, Sys Admin	X		
Janet Jackson, Chief of People and Operations		X	
Amanda Powell, Executive Asst	X		
Jason Espie, Director of Planning	X		
Danny Palmer, Director of Operations			X
Milton Steppe, Director of Marketing & Communications		X	
Jordan Bowman (Legal Counsel)		X	
Tisha Jaudon, Senior Finance Manager		X	
Jeania Pace, HR		X	
Public			

incident. He noted an increase in backing-related accidents between the two months and stated that the safety team is re-educating operators on proper backing procedures, with an emphasis on avoiding backing whenever possible. He also indicated that a comprehensive safety and training evaluation will be conducted in the next quarter. Jason E. provided a brief overview of service performance for January and February, reporting that ridership increased by 13.6% from December and by 4.5% compared to the previous year. He also noted that ADA denials remained at zero for both months.

C. CEO Report--*Mike Murphy*

Mike M. reported on recent company celebrations, including National Transit Appreciation week and various employee recognition events. He informed the board the he has been in communication with the clerk's office and members of the Board of Supervisors regarding the need to appoint two representatives from Albemarle County in order to return the Jaunt Board to full census. Mike M. provided a significant update on the implementation of a new Human Resources Information System (HRIS), which is scheduled to go live on July 1. The system will consolidate job applications, employee records, payroll, and performance tracking into a single platform. He further reported that Jaunt will be launching a new software platform in April to optimize ADA trip scheduling and introduce on-demand service within a defined zone in Greene County. An update was also provided on branding efforts, including the rollout of new bus designs and ongoing website enhancements. Mike M. concluded by informing the Board that during the Shareholders meeting held prior to the Board meeting, the previously approved strategy for the use of excess capital was formally endorsed.

VII. New Business

A. Annual Review of the CEO— *Brad Burdette, President*

A brief discussion was held regarding the annual performance review of Jaunt CEO, Mike Murphy. It was determined that the review process will follow the same approach as the previous year, with feedback to be collected by the Executive Committee and presented to the full Board in a closed session.

VIII. Announcements and Board Member comments

None

Adjourn to the next meeting: June 10, 2026, at 10:00 AM EST





People.
Service.
Connection.

Jurisdictional Summary
DRAFT FY2027 OPERATING AND CAPITAL BUDGETS

Item	FY2027									Agency	Unrestricted	Grand Total
	Albemarle County	Buckingham County	City of Charlottesville	Fluvanna County	Greene County	Louisa County	Nelson County	Subtotal Jurisdictions				
Sources of Financial Resources												
Fee Revenue:												
Contract Revenue											\$ 63,831	\$ 63,831
<i>Operating</i>												
Total Fee Revenue											\$ 63,831	\$ 63,831
Governmental Revenue:												
Federal Grants												
<i>Operating</i>	\$ 1,595,469	\$ 134,699	\$ 463,574	\$ 137,318	\$ 749,793	\$ 872,214	\$ 129,991	\$ 4,083,059				\$ 4,083,059
<i>Capital</i>	\$ 1,352,435	\$ 5,682	\$ 645,556	\$ 5,751	\$ 29,326	\$ 36,750	\$ 5,741	\$ 2,081,240				\$ 2,081,240
<i>Total Federal</i>	\$ 2,947,904	\$ 140,381	\$ 1,109,130	\$ 143,068	\$ 779,119	\$ 908,964	\$ 135,732	\$ 6,164,299				\$ 6,164,299
Virginia DRPT												
<i>Operating</i>	\$ 324,000	\$ 42,373	\$ 1,617	\$ 43,197	\$ 235,867	\$ 274,378	\$ 40,892	\$ 962,325				\$ 962,325
<i>CAT Operating Pass-Thru</i>	\$ 409,975		\$ 332,346					\$ 742,321				\$ 742,321
<i>Capital</i>	\$ 2,797,793	\$ 11,755	\$ 1,335,466	\$ 11,896	\$ 60,667	\$ 76,025	\$ 11,876	\$ 4,305,479				\$ 4,305,479
<i>Total DRPT</i>	\$ 3,531,768	\$ 54,128	\$ 1,669,430	\$ 55,093	\$ 296,534	\$ 350,403	\$ 52,768	\$ 6,010,125				\$ 6,010,125
Local Government												
<i>Operating</i>	\$ 2,686,077	\$ 73,535	\$ 1,676,632	\$ 77,891	\$ 390,980	\$ 558,219	\$ 89,958	\$ 5,553,292				\$ 5,553,292
<i>Carryover Transfer (Capital)</i>	\$ 113,110	\$ 439	\$ 53,572	\$ 486	\$ 2,495	\$ 3,041	\$ 484	\$ 173,627				\$ 173,627
<i>Capital</i>	\$ 846,832	\$ 3,594	\$ 404,635	\$ 3,596	\$ 18,320	\$ 23,044	\$ 3,591	\$ 1,303,612				\$ 1,303,612
<i>Total Local</i>	\$ 3,646,019	\$ 77,568	\$ 2,134,839	\$ 81,973	\$ 411,795	\$ 584,304	\$ 94,033	\$ 7,030,531				\$ 7,030,531
In Lieu of Local		\$ 20,000		\$ 20,000	\$ 20,000			\$ 60,000				\$ 60,000
Interest Income	\$ 167,849	\$ 4,876		\$ 400	\$ 25,175	\$ 76,941	\$ 17,493	\$ 292,733				\$ 292,733
Total Operating Revenue	\$ 5,183,370	\$ 275,483	\$ 2,474,170	\$ 278,805	\$ 1,421,816	\$ 1,781,752	\$ 278,334	\$ 11,693,730	\$ 63,831			\$ 11,757,561
Total Capital Revenue	\$ 5,110,170	\$ 21,470	\$ 2,439,229	\$ 21,729	\$ 110,808	\$ 138,860	\$ 21,692	\$ 7,863,957				\$ 7,863,957
Total Revenue	\$ 10,293,540	\$ 296,953	\$ 4,913,399	\$ 300,534	\$ 1,532,624	\$ 1,920,612	\$ 300,026	\$ 19,557,687	\$ 63,831			\$ 19,621,518
Uses of Financial Resources												
Salaries & Wages	\$ 3,137,050	\$ 162,149	\$ 1,532,028	\$ 164,497	\$ 858,440	\$ 1,049,141	\$ 161,418	\$ 7,064,724	\$ 52,442			\$ 7,117,166
Fringe Benefits/Staff Development	\$ 980,533	\$ 50,416	\$ 480,873	\$ 51,170	\$ 268,199	\$ 326,227	\$ 50,045	\$ 2,207,462	\$ 7,726			\$ 2,215,188
Travel/Business Meals/Meetings/Training	\$ 13,298	\$ 707	\$ 6,347	\$ 715	\$ 3,648	\$ 4,571	\$ 714	\$ 30,000				\$ 30,000
Facility/Equipment Maintenance/Utilities	\$ 91,512	\$ 4,864	\$ 43,681	\$ 4,922	\$ 25,102	\$ 31,457	\$ 4,914	\$ 206,452	\$ 84			\$ 206,536
Supplies & Materials	\$ 368,346	\$ 25,511	\$ 130,930	\$ 25,309	\$ 103,714	\$ 164,476	\$ 28,899	\$ 847,185	\$ 3,386			\$ 850,571
Marketing & Advertising	\$ 26,817	\$ 1,425	\$ 12,801	\$ 1,442	\$ 7,356	\$ 9,218	\$ 1,440	\$ 60,500				\$ 60,500
Insurance & Bonding	\$ 297,517	\$ 15,812	\$ 142,013	\$ 16,003	\$ 81,610	\$ 102,270	\$ 15,976	\$ 671,200				\$ 671,200
Professional Services	\$ 250,743	\$ 13,666	\$ 117,117	\$ 13,802	\$ 68,933	\$ 88,359	\$ 13,986	\$ 566,606	\$ 194			\$ 566,800
Miscellaneous	\$ 17,553	\$ 933	\$ 8,379	\$ 944	\$ 4,815	\$ 6,034	\$ 943	\$ 39,600				\$ 39,600
Capital Expenditures	\$ 5,110,170	\$ 21,470	\$ 2,439,229	\$ 21,729	\$ 110,808	\$ 138,860	\$ 21,692	\$ 7,863,957				\$ 7,863,957
Total Expenditure	\$ 10,293,540	\$ 296,953	\$ 4,913,399	\$ 300,534	\$ 1,532,624	\$ 1,920,612	\$ 300,026	\$ 19,557,687	\$ 63,831			\$ 19,621,518
Net Change in Fund Balance	-	-	-	-	-	-	-	-	0	-	-	0

FY2027

Proposed Board Calendar

August



Executive: 7/21/2026
Finance: 7/23/2026
Board: 8/5/2026

October



Executive: 10/6/2026
Finance: 10/8/2026
Board: 10/14/2026

December



Executive: 12/12/2026
Finance: 12/3/2026
Board: 12/9/2026

February



Board Retreat: 2/5/2027

April



Executive: 4/6/2027
Finance: 4/8/2027
Board: 4/14/2027

June



Executive: 6/1/2027
Finance: 6/3/2027
Board: 6/9/2027

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OPERATOR HANDBOOK

June 10, 2026
Adopted by Jaunt, Inc. Board of Directors

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WELCOME TO JAUNT!

In addition to the expectations outlined in the Jaunt Employee Handbook, all Jaunt Operators are required to follow the policies and procedures detailed in this Operator Handbook. This handbook serves as a supplement to the Employee Handbook and is designed to support your success, performance, and long-term employment with Jaunt.

Operators are expected to review this handbook thoroughly, ask questions as needed, and sign the Operator Handbook Acknowledgment Form. This handbook may be reviewed, updated, and reissued periodically as operational needs, policies, or regulations change.

This Operator Handbook outlines operator-specific procedures, safety requirements, and operational expectations. In the event of any conflict between this handbook and the Jaunt Employee Handbook, the Employee Handbook shall govern unless otherwise required by law or regulation.

If you have any questions regarding the content or expectations outlined in this handbook, please contact your Road Supervisor or Human Resources.

EMPLOYMENT EXPERIENCE & EXPECTATIONS

Minimum Qualifications

To be eligible for employment as a Jaunt Operator, applicants must meet the following minimum qualifications:

- Be at least 21 years of age.
- Possess, or be eligible to obtain within 180 days of hire, a Commonwealth of Virginia Commercial Driver's License (CDL) Class A or B with a Passenger endorsement.
- Maintain a valid Virginia driver's license during employment.
- Have a minimum of five years of driving experience.
- Maintain an acceptable driving record, as determined by Jaunt.
- Have no DUI or DWI convictions within the previous five years.
- Successfully pass a U.S. Department of Transportation (DOT) physical examination.
- Maintain a current DOT medical card.
- Successfully complete all required training within the timeframes established by Jaunt.
- Successfully complete all required background checks and drug screenings prior to employment and as required during employment.

Required Training and Onboarding

Before receiving an assigned driving route, all Jaunt Operators must successfully complete required onboarding and training programs within the first six months of employment.

Required training includes:

- **New Hire Orientation**
Introduction to Jaunt's history, mission, policies, procedures, and workplace expectations.
- **On-the-Job Training (OJT)**
Hands-on operational training beginning immediately upon employment.
- **Vehicle Orientation and Driving Evaluation**
Vehicle familiarization and supervised driving assessment conducted by supervisory personnel.
- **Defensive Driving Training**
Initial certification and ongoing refresher training.
- **Passenger Assistance and Safety (PASS) Training**
Procedures for assisting passengers, wheelchair securement, mobility assistance, and emergency response procedures.
- **First Aid and CPR Certification**
Training conducted every three years, or as required by the American Heart Association.
- **Commercial Driver's License (CDL) Certification**
Operators are expected to obtain and maintain a Commercial Driver's License (CDL) within 180 days of hire as a condition of continued eligibility for driving assignments. Jaunt will cover the cost of initial CDL licensing and renewals. Failure to make satisfactory progress toward obtaining a CDL may result in disciplinary action, reassignment, or other employment action, up to and including termination.
- **Bloodborne Pathogens Training (OSHA)**
Annual training regarding exposure prevention and safe response procedures.
- **Hazard Communication Standards (HCS) Training (OSHA)**
Training related to chemicals, fuels, and hazardous materials used in operations.
- **Safety Program Orientation and Refresher Training**
Conducted quarterly and as needed.
- **Fire Safety and Fire Extinguisher Training**
Annual certification and refresher instruction.
- **Additional Systems, Policies, or Procedures Training**
Conducted as operational needs require.

Operators who fail to attend mandatory training or safety meetings may be subject to disciplinary action.

All training records are maintained by the Safety Office.

Operator Sign-on Bonus Policy

Jaunt offers a sign-on bonus program for eligible Operator positions to support recruitment and retention efforts. Sign-on bonuses are paid in two installments and are subject to applicable payroll taxes and deductions.

Non-CDL-P Operators

Eligible Non-CDL-P Operators may receive a total sign-on bonus of **\$1,500**, paid as follows:

- \$750 after successful completion of 3 months of employment
- \$750 after successful completion of 9 months of employment

CDL-P Operators

Eligible CDL-P Operators may receive a total sign-on bonus of **\$2,500**, paid as follows:

- \$1,250 after successful completion of 3 months of employment
- \$1,250 after successful completion of 9 months of employment

To qualify for sign-on bonus payments, employees must:

- Remain actively employed through each payout date
- Maintain satisfactory job performance and attendance
- Be in good standing with the company at the time of payout

Management reserves the right to modify, suspend, or discontinue the sign-on bonus program at any time.

Schedule Expectations

Jaunt operates 364 days per year, with service hours generally running from 6:00 a.m. to 11:00 p.m.

Full-time Operators are expected to work a minimum of 40 hours per week. Work schedules are assigned and coordinated through the Scheduling Department. Operators are expected to follow all assigned routes and passenger assignments as scheduled.

Operators who maintain outside employment must complete and submit a Second Job Form to their Road Supervisor and comply with Jaunt's Outside Employment and Activities policy outlined in the Employee Handbook.

Providing safe and reliable transportation requires consistent attendance and punctuality. Operators are expected to report to work on time and be prepared for duty unless prior approval has been granted. Refer to the Jaunt Employee Handbook for policies regarding leave requests and call-outs.

Hours of Service

To promote safe operations for both Operators and passengers, Jaunt enforces the following hours-of-service limitations.

Operators may work either split-shift or single-shift schedules.

Split-Shift Operators

1. Maximum of 10 driving hours within a 15-consecutive-hour workday.
2. Minimum of 8 consecutive hours off duty before beginning the next shift.

3. Maximum of 60 hours on duty within 7 consecutive days, or 70 hours within 8 consecutive days, including work performed for other employers.

Single-Shift Operators

- Maximum of 10 driving hours within a 12-consecutive-hour workday.
- Minimum of 8 consecutive hours off duty before beginning the next shift.
- Maximum of 60 hours on duty within 7 consecutive days, or 70 hours within 8 consecutive days, including work performed for other employers.

Operators are responsible for accurately reporting all hours worked for other employers and complying with all applicable federal and state safety regulations. Operators must also comply with Jaunt's Attendance Policy as outlined in the Employee Handbook.

Holidays

Jaunt provides service on most holidays, and Operators may be required to work holiday shifts based on operational needs, regardless of their regularly assigned route, schedule, or jurisdiction.

Employees scheduled to work on designated holidays will be compensated in accordance with the Holiday Pay Policy outlined in the Jaunt Employee Handbook.

Refer to the Employee Handbook for complete information regarding:

- Holiday eligibility
- Holiday pay practices
- Scheduling expectations
- Attendance and call-out procedures related to holidays

Inclement Weather

Inclement Weather Days are defined as days when Jaunt operates with reduced service or suspends operations due to weather or unsafe road conditions.

During inclement weather, Operators are required to contact the office before reporting to duty to confirm operational status and determine whether they are needed. Operators should remain reachable by phone throughout the day in case service needs change.

Operators should never assume Jaunt is closed or that they are excused from reporting to work without direct confirmation from a supervisor.

Some Jaunt services are considered essential and may continue operating during adverse weather conditions. Operators who are unable to safely travel to work after making reasonable efforts must notify Jaunt as soon as possible. Refer to the Employee Handbook for additional information regarding the Inclement Weather and Closing Policy.

Performance Management

Jaunt is committed to maintaining high standards of safety, professionalism, and customer service. Operator performance is continuously evaluated to support operational excellence and passenger satisfaction.

In addition to required certifications and onboarding training, Operators may be required to participate in refresher training, mobility assistance retraining, skills development, and CPR recertification.

Supervisors and Safety personnel may conduct ride-alongs or route observations to evaluate performance and provide coaching.

Operators involved in incidents or safety-related concerns may be required to complete additional training or performance reviews. When necessary, corrective action and progressive discipline will be administered in accordance with Jaunt policy and the Safety Point System outlined in the Appendix.

Behind the Wheel Training

As part of the onboarding process, all newly hired operators will participate in the Behind-the-Wheel (BTW) Training Program. This program is designed to provide hands-on instruction, reinforce safe driving practices, and familiarize new operators with company service standards, routes, and daily operational procedures.

New operators will be paired with a senior operator who serves as a mentor throughout the training period. During the initial phase, trainees will observe the mentor's driving techniques, customer service practices, safety procedures, and route management. The trainee will then transition to operating the vehicle under the mentor's supervision, receiving coaching and feedback to build confidence and competence behind the wheel.

The seasoned operator is responsible for providing guidance, modeling company values, promoting safe and professional operations, and evaluating the trainee's progress throughout the program. Operators selected to serve as BTW mentors will receive an additional **\$5.00 per hour Behind-the-Wheel (BTW) Training Pay** for all approved training hours worked with a trainee.

Upon completion of the BTW Training Program, the Safety Director and/or Road Supervisor will evaluate the new operator's readiness for independent operation and determine whether additional training or mentoring is required.

Reminders

Operators are expected to:

1. Provide safe and reliable transportation at all times.
2. Maintain a courteous, respectful, and professional attitude.
3. Keep assigned vehicles clean and properly maintained.

4. Complete all required documentation accurately and on time.
5. Assist passengers when boarding and exiting vehicles.
6. Direct customer complaints to the Jaunt main office and notify a supervisor when concerns arise.
7. Conduct required vehicle inspections before and after each shift and report maintenance concerns promptly.
8. Encourage all occupants wear seatbelts whenever the vehicle is in motion.

CUSTOMER SERVICE EXPECTATIONS

Jaunt Operators play a critical role in providing safe, courteous, reliable, and professional transportation services to the communities we serve. Operators are often the primary point of contact for passengers and are expected to represent Jaunt in a professional, respectful, and customer-focused manner at all times.

Operators are expected to demonstrate patience, professionalism, and effective communication skills when assisting passengers of all abilities and backgrounds. Training will include customer service, stress management, passenger assistance techniques, service animal accommodations, disability awareness, wheelchair securement procedures, and emergency response protocols.

Passenger Assistance

Jaunt Operators are expected to provide safe, courteous, and professional assistance to all passengers.

Operators must:

- Greet passengers upon arrival.
- Exit the vehicle when necessary to assist passengers safely.
- Assist passengers with boarding and exiting the vehicle.
- Ensure seatbelts are properly secured when required.
- Provide appropriate assistance to passengers with mobility, cognitive, visible, or non-visible disabilities.
- Maintain visual contact with the vehicle entrance whenever possible while assisting passengers.

If operational conditions prevent the Operator from maintaining visual contact with the vehicle, the Operator must contact Dispatch for guidance or assistance.

Passengers who do not appear to have disabilities may still require assistance. Operators are expected to treat all passengers with dignity, patience, and respect.

Professional Conduct

Operators are expected to conduct themselves in a professional, respectful, and courteous manner at all times while representing Jaunt.

Operators must:

- Treat passengers, coworkers, and members of the public respectfully.
- Maintain composure during stressful situations.
- Avoid confrontational behavior. Refrain from profanity, harassment, discrimination, threats, fighting, gambling, or other inappropriate conduct.

Discrimination, harassment, or unprofessional behavior will not be tolerated and may result in disciplinary action, up to and including termination.

While in uniform, operating a Jaunt vehicle, or representing Jaunt in an official capacity, Operators are considered representatives of the organization and are expected to maintain professional behavior at all times.

Adult Day Care (ADC) Passenger Drop-Offs

All passengers transported to an Adult Day Care (ADC) facility must be treated as person-to-person drop-offs.

Operators must:

- Ensure passengers safely enter the facility.
- Confirm that a responsible adult is present before departing.
- Follow facility-specific procedures, including secured-entry requirements.

Operators must never leave an ADC passenger unattended at their destination.

Ridership Surveys

Jaunt periodically conducts passenger surveys to evaluate service quality, identify community transportation needs, and support operational planning and grant funding efforts.

Operators may be asked to assist with survey distribution or passenger communication during survey periods.

Clean Bus Criteria

One particularly important Jaunt standard is to portray a professional image to our customers and the public. Keeping our entire fleet well-maintained inside and out is a crucial factor in that goal. All Operators will be responsible for adhering to the clean bus criteria that describe minimum standards for vehicle cleanliness and safety. The Road Supervisor will review this expectation during onboarding.

Typically, to thoroughly clean a bus, attention must be made weekly to high traffic areas, such as the passenger steps, passenger-assist handrails, main floor of the vehicle, lift platform and handles, and seats. All operators are responsible for adhering to the following criteria that describe minimum standards for vehicle cleanliness:

- All trash and debris will be removed daily at the end of the shift.
- The floor will be swept or vacuumed daily at the end of the shift.
- All spills (anywhere in the vehicle) will be cleaned up immediately.

- The dashboard, console, and seats will be wiped off* daily at the end of shift.
- The taillights and headlights will be clean.
- The wheelchair restraint straps will be stored off the floor and seats.
- The outside will be washed at least once a week.
- The inside windows will be cleaned* once a week (or as needed).
- The interior panels will be cleaned* once a week (or as needed).
- The interior handrails and lift hand grips will be wiped off* once a week.
- The interior walls need to be wiped down* once a week.
- The floor will be mopped once a week. *
- Operator's overhead area will remain free of objects that could fall and interfere with the safe operation of the vehicle.
- Personal items must be safely stored so as not to create a safety hazard on the vehicle.
- Fire extinguishers, first aid kits, and biohazard spill kits will be checked, cleaned, and restocked as required.

* Use a disinfectant cleaner or cleaning solution to clean these areas. Cleaning supplies and tools are available at the Jaunt Garage.

Uniform & Appearance Policy

Jaunt operators are expected to maintain a clean, professional, and safe appearance while on duty, attending training, or representing Jaunt in an official capacity. Uniforms must be worn properly and maintained in good condition at all times.

General Requirements

Operators must:

- Wear approved Jaunt-issued uniforms while on duty.
- Maintain uniforms in clean and serviceable condition.
- Practice good personal hygiene and professional grooming.
- Always wear identification badges visibly.
- Present a professional appearance that reflects positively on Jaunt.

Uniforms and identification badges are intended for work use only and are not for personal use.

Shirts

Only approved Jaunt-issued shirts displaying the current company logo and branding may be worn while on duty.

Monday – Thursday

- Jaunt-issued polo shirts are required.
- Legacy-branded or non-approved shirts are prohibited.

Friday–Sunday

- Approved Jaunt-issued T-shirts with current Jaunt branding may be worn.
- Legacy-branded or non-approved shirts are prohibited.

Pants & Shorts

Acceptable Colors

- ✓ Black
- ✓ Navy blue
- ✓ Khaki

Acceptable Styles

- ✓ Slacks
- ✓ Jeans
- ✓ Professional shorts of appropriate length

Prohibited Clothing

- × Leggings
- × Jogging pants or athletic wear
- × Excessively worn, torn, frayed, or faded clothing
- × Clothing with offensive language, graphics, or slogans

Shoes & Footwear

Operators must wear:

- Closed-toe shoes
- Non-slip or non-skid rubber soles
- Heel height no greater than one-half inch
- Clean and well-maintained footwear appropriate for safe job performance

Outerwear & Accessories

- Jaunt-issued safety vests are required and must remain visible while operating a vehicle or performing roadway duties.
- Jaunt-issued hats may be worn.
- Jackets, coats, and rain gear should be Jaunt-issued or neutral in appearance.
- Gloves and weather-related accessories may be used as needed.

Grooming & Appearance

- Hair, facial hair, nails, and overall appearance must be neat and professional.
- Jewelry and accessories must not create a safety hazard or interfere with assigned duties.

Compliance & Enforcement

Operators who report to work out of uniform or in violation of this policy may be instructed to correct the issue, sent home, placed on unpaid leave for the affected shift, or subject to disciplinary action, up to and including termination.

Supervisors reserve the right to determine whether attire or appearance meets Jaunt's professional and safety standards.

Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance” (42 U.S.C. Section 2000d).

Jaunt is committed to ensuring that no person is excluded from participation in or denied the benefits of its transportation services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1B. If you feel you have been discriminated against, contact the Title VI Officer, 104 Keystone Place, Charlottesville, VA 22902 or 434-296-3184.

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) is a federal civil rights law that prohibits discrimination against individuals with disabilities and ensures equal access to public transportation services.

Jaunt is committed to providing safe, accessible, and respectful transportation services to all passengers. Operators are expected to assist passengers with disabilities in a professional, courteous, and respectful manner while complying with all ADA requirements and Jaunt accessibility policies.

Operators must:

- Treat all passengers with dignity, patience, and respect.
- Provide appropriate assistance to passengers with disabilities when requested or when assistance is reasonably necessary.
- Safely operate wheelchair lifts, ramps, securement systems, and other accessibility equipment.
- Properly secure wheelchairs and mobility devices in accordance with training and safety procedures.
- Permit service animals on vehicles in accordance with ADA requirements.
- Ask passengers what type of assistance they may need without making assumptions about their abilities or limitations.
- Maintain awareness that some disabilities may not be visible.

Operators are required to know how to safely operate all accessible vehicle features and equipment before transporting passengers. Failure to properly use accessibility equipment or provide required assistance may result in disciplinary action.

Accessibility procedures, passenger assistance techniques, wheelchair securement procedures, service animal guidance, and ADA compliance expectations will be reviewed during onboarding and ongoing training. Jaunt prohibits discrimination on the basis of

disability in all transportation services and programs. Any questions regarding ADA compliance or accessibility procedures should be directed to a supervisor or the Safety Department.

OPERATOR PERFORMANCE REQUIREMENTS

Vehicle Operations

Jaunt vehicles are to be used for authorized business purposes only and are not available for personal use or overnight travel unless specifically approved by the CEO, CFAO, or COO.

Operators are responsible for:

- Accurately tracking mileage for all trips.
- Ensuring the vehicle gas card is present before departing from base.
- Entering the correct odometer reading and employee identification number during fueling.
- Fueling vehicles with regular gasoline only unless otherwise designated.
- Maintaining possession of a valid Virginia driver's license while on duty.

Operators are expected to always practice safe and defensive driving, particularly in school zones, residential areas, neighborhoods, and high pedestrian traffic areas.

Safe Driving Requirements

Operators must comply with all traffic laws and Jaunt safety procedures while operating a vehicle.

Backing Procedures

Before backing up a vehicle, Operators must:

- Activate four-way flashers.
- Sound the horn.
- Exit the vehicle and perform a complete walk-around inspection.
- Back slowly while monitoring surroundings using mirrors.
- Stop immediately if conditions change and restart the backing procedure, as necessary.

Backing accidents are considered preventable and may result in disciplinary action.

Seatbelt Requirements

All occupants are encouraged to wear seatbelts whenever the vehicle is in motion.

Operators are responsible for ensuring passengers are properly secured before operating the vehicle.

Children under four years of age or weighing less than forty pounds must be transported in an approved child safety seat or restraint system.

Parking Procedures

When loading or unloading passengers, Operators must:

- Place the vehicle in “Park.”
- Activate four-way flashers.
- Set the parking brake.

Operators must ensure the parking brake is released before placing the vehicle in motion.

School Bus Safety

Operators are required to stop for all school buses displaying active warning lights and stop signals, including in parking lots and loading areas.

Passenger Pickup & Drop-Off Procedures

Operators are expected to safely assist passengers during all pickups and drop-offs.

Fire Lane Procedures

Operators may temporarily stop in a fire lane during passenger drop-offs when necessary. Operators may not wait in a fire lane for passenger pickups unless the passenger is visibly present and prepared to board.

If an Operator must leave the vehicle to locate a passenger:

- The vehicle must be parked legally and safely.
- The vehicle must be turned off.
- All exits must be secured.
- Dispatch should be contacted if passengers remain onboard.

No Show Procedures

Before reporting a passenger as a “No Show,” Operators must make reasonable efforts to locate the passenger, including:

- Going to the door when appropriate,
- Honking the horn,
- Requesting Dispatch assistance to contact the passenger,
- Leaving a door tag when required.

Pickup Window

Operators may arrive up to fifteen minutes prior to a passenger’s scheduled reservation time unless operational circumstances require otherwise. Operators should avoid arriving excessively early when doing so may inconvenience the passenger.

If a passenger is not present upon arrival, the Operator must wait until five minutes after the scheduled reservation time before departing and marking the trip as a “No Show.” The waiting period does not begin until the scheduled reservation time, regardless of how early the Operator arrives.

Operators are expected to follow Jaunt's No Show procedures and make reasonable efforts to locate the passenger before departing the pickup location.

Electronic Device & Cell Phone Policy

Jaunt maintains a zero-tolerance policy regarding the use of electronic devices while operating a Jaunt vehicle.

Operators are prohibited from:

- Using handheld or hands-free cell phones while operating a vehicle.
- Texting, emailing, or using messaging applications.
- Using smart watches, earbuds, smart glasses, or similar electronic devices while on duty.
- Programming or manipulating GPS devices while the vehicle is in operation.
- Wearing earbuds or headphones while on duty.

If use of a phone or GPS device becomes necessary, Operators must safely pull off the roadway, secure the vehicle, and place the vehicle in park before use.

This policy applies whenever a Jaunt vehicle is in operation, including while stopped in traffic, at stoplights, or at stop signs.

Violation of this policy may result in disciplinary action, up to and including immediate termination.

Social Media & Technology Use

Jaunt technology systems, including computers, tablets, phones, radios, internet access, and other electronic equipment, are intended for authorized business purposes only.

Personal social media use while operating a Jaunt vehicle, performing work duties, or using Jaunt-owned technology is prohibited.

Operators are prohibited from:

- Using Jaunt-owned devices or systems for unauthorized personal use
- Streaming media, downloading unauthorized applications, excessive personal data usage, or personal use unrelated to business operations on company equipment
- Using personal devices to access, store, transmit, or photograph confidential company or passenger information unless specifically authorized
- Connecting unauthorized devices to Jaunt systems or equipment

Jaunt reserves the right to monitor the use of company-owned equipment, systems, internet usage, and data activity in accordance with applicable laws and policies.

Firearms & Weapons

Operators are prohibited from carrying firearms, weapons, or dangerous items while on Jaunt property, in Jaunt vehicles, or while performing work duties, except as otherwise permitted by law or authorized by Jaunt policy.

Violations of this policy may result in disciplinary action, up to and including termination.

Lunch Breaks

Dispatch will make reasonable efforts to schedule meal breaks in practical locations throughout the service area.

Operators are responsible for taking meal breaks near their next scheduled pickup location whenever possible. Meal breaks are unpaid.

Food and beverages may only be consumed while the vehicle is safely parked and not in operation. Drinks must be stored securely in spill-resistant containers and may not interfere with the safe operation of the vehicle.

No Smoking or Vaping

Smoking and vaping are prohibited:

- Inside Jaunt vehicles,
- Within 25 feet of Jaunt vehicles,
- Inside Jaunt facilities,
- And on Jaunt property, including parking lots.

This policy applies to Operators, passengers, and visitors.

Emergency & Harmful Situations

Operators who experience or observe violent, threatening, disruptive, or unsafe behavior while on duty must immediately notify Dispatch using approved emergency communication procedures.

Operators should remain calm, communicate discreetly when possible, and follow Dispatch and emergency personnel instructions.

Emergency communication procedures and emergency codes will be reviewed during onboarding and ongoing training.

Radio & Communication Procedures

Operators are expected to use radios and communication equipment professionally and only for authorized business purposes.

Operators must:

- Follow all FCC regulations and Jaunt communication procedures.

- Keep radio communications brief and professional.
- Avoid transmitting confidential passenger information.
- Refrain from profanity, inappropriate language, or personal conversations over the radio.
- Give priority to emergency communications.

Additional communication procedures, radio codes, and dispatch expectations will be reviewed during onboarding and training.

Daily Vehicle Procedures

Before Starting Your Shift

Operators are responsible for:

- Checking in with the appropriate supervisor when required.
- Printing or confirming the daily manifest is loaded onto the assigned tablet or device.
- Retrieving assigned vehicle keys.
- Completing required pre-trip inspections.
- Checking tires, lights, fluids, safety equipment, and accessibility equipment.
- Obtaining required equipment such as child safety seats, wheelchair securements, restraints, cleaning supplies, maps, and trip documentation.
- Restocking first aid and cleaning supplies, as necessary.

End of Shift Responsibilities

Before finishing a shift, Operators must:

- Fuel the vehicle and return it with no less than one-half tank of fuel.
- Properly park and secure the vehicle.
- Remove valuables and secure all exits.
- Properly store wheelchair securements and restraint systems.
- Remove trash and debris from the vehicle.
- Sweep the vehicle and wipe down commonly touched surfaces using approved disinfectant cleaner.
- Report excessive cleanliness or maintenance concerns to a supervisor.
- Turn in lost and found items promptly.
- Complete required post-trip inspections and documentation.
- Return vehicle keys and assigned equipment.

SAFETY & SECURITY

Commercial Driver's License (CDL) Requirements

Operators are responsible for obtaining and maintaining all licenses, endorsements, certifications, and medical qualifications required for their assigned position and vehicle classification.

Operators assigned to CDL-regulated vehicles must maintain:

- A valid Commercial Driver's License (CDL) with appropriate endorsements
- A current DOT medical certification
- Compliance with all applicable federal and state licensing requirements

Operators are also responsible for reporting required self-certification information to the DMV and maintaining compliance with all applicable licensing requirements.

Failure to maintain required qualifications may result in reassignment, removal from driving duties, or disciplinary action, up to and including termination.

Safety & Security Awareness

Operators are expected to always remain alert and safety-conscious while performing work duties.

Operators must:

- Wear identification badges while on duty.
- Conduct required pre-trip and post-trip inspections.
- Report safety or security concerns immediately.
- Secure vehicles whenever unattended.
- Park in safe and well-lit locations whenever possible.
- Maintain professional radio discipline.
- Protect confidential passenger information.

Vehicles must never be left running and unattended.

Operators are responsible for ensuring that passengers are not inadvertently left unattended on vehicles.

Drug & Alcohol Policy

Jaunt maintains a drug- and alcohol-free workplace and complies with all applicable DOT and FTA drug and alcohol testing regulations.

Operators are subject to:

- Pre-employment testing,
- Random testing,
- Post-accident testing,
- Reasonable suspicion testing,
- Return-to-duty testing,
- And follow-up testing as required by law and policy.

The use of illegal drugs, alcohol misuse, refusal to submit to testing, or misuse of prescription medications that impair safe job performance is prohibited and may result in immediate termination. The use of marijuana, including medical marijuana, remains prohibited for employees in safety-sensitive positions to the extent permitted by applicable law and federal regulations.

Refer to the Jaunt Drug & Alcohol Safety Plan and Employee Handbook for complete policy requirements.

Security & Access Control

Operators must immediately report lost or stolen:

- Identification badges,
- Vehicle keys,
- Tablets,
- Fuel cards,
- Or other Jaunt property.

Identification badges must always be worn and remain visible while on duty.

Incident, Accident, & Injury Reporting

Operators must immediately notify Dispatch and a supervisor regarding:

- Vehicle accidents,
- Passenger injuries or illnesses,
- Security threats,
- Passenger incidents,
- Near-miss incidents,
- Vehicle damage,
- Or other safety-related concerns.

Operators involved in an accident or incident must:

- Remain at the scene until released by supervisory or emergency personnel,
- Cooperate fully with investigations, including post-accident drug and alcohol testing when required by policy or law
- Complete all required reports before the end of the workday unless otherwise directed.

Employees may be required to seek treatment from an approved panel physician in accordance with workers' compensation requirements and Jaunt policy.

Failure to report accidents, incidents, injuries, or vehicle damage may result in disciplinary action.

Moving Violations

Operators are required to report all moving violations, whether they occur on or off duty. Failure to report moving violations may result in disciplinary action.

Jaunt may periodically review driving records to ensure continued eligibility for vehicle operation.

Employee Injury Reporting

All employee injuries, accidents, exposures, or work-related illnesses must be reported immediately to a supervisor, regardless of severity.

Employees may be required to complete incident reports, medical documentation, return-to-work evaluations, or other required paperwork in accordance with Jaunt policy and workers' compensation procedures. Refer to the Employee Handbook and applicable safety procedures for additional guidance.

Biohazard Exposure

Operators must immediately report any suspected exposure to hazardous chemicals, bodily fluids, or infectious materials.

Appropriate protective equipment, cleaning supplies, and exposure-response procedures will be reviewed during onboarding and ongoing safety training. Refer to the Jaunt Exposure Control Plan and Employee Handbook for additional information.

Transporting Unaccompanied Minors

Jaunt permits approved unaccompanied minors to use transportation services in accordance with Jaunt procedures.

Unaccompanied minors:

- Must meet Jaunt age and authorization requirements,
- Must have required parent or guardian approval documentation on file,
- Must remain seated in designated seating areas within Operator visibility,
- And may not be left unattended on a vehicle at any time.

Additional procedures regarding the transportation of minors will be reviewed during onboarding and training.

APPENDIX A: SAFETY & INCIDENT POLICY

Safety Point System

Jaunt is committed to maintaining a safe work environment for employees, passengers, and the public. All safety-sensitive employees are subject to the Safety Point System, which is designed to address unsafe behaviors, prevent incidents, and promote accountability.

Work-related incidents, unsafe actions, or violations of safety procedures may result in safety points, retraining, disciplinary action, or termination.

A preventable incident is one in which the Operator failed to take reasonable actions to avoid the occurrence.

Preventability determinations will be made by the Safety Department and may be reviewed by executive leadership. The Chief Safety Officer retains final authority regarding preventability determinations.

Vehicle damage that is not properly reported during inspections or at the time of occurrence may result in safety point assessment or disciplinary review.

Safety Point Assessments

Violation	Points
Failure to cycle wheelchair lift	1
Failure to complete a proper Driver Vehicle Inspection (DVI)	1
Driver unbelted or improperly belted when legally required	1
Failure to stop at a railroad crossing	1
Unsafe maneuver or unsafe act	2
Conviction of a minor traffic violation	2
Backing incident or collision	3
Rear-end collision	3
Failure to provide required door-to-door service or proper lift assistance	3
Preventable incident involving up to \$15,000 in damages or injuries	4
Preventable incident involving up to \$20,000 in damages or injuries	5
Preventable incident involving more than \$20,000 in damages or injuries	6
Preventable roll-away incident or collision	6
Failure to properly secure or transport a mobility device	6
Failure to properly secure or transport a passenger	6
Failure to immediately report a citation or incident while operating a company vehicle	6
Tampering with or interfering with electronic equipment	6
Use of a cellular phone or electronic device while operating a company vehicle	6
Conviction of a major traffic violation*	6

*A major traffic violation includes, but is not limited to:

- Driving under the influence of drugs or alcohol
- Leaving the scene of an accident
- Reckless driving
- Driving with a suspended or revoked license
- Homicide, manslaughter, or assault involving a motor vehicle
- Open container violations
- Speed contests, drag racing, or attempting to flee law enforcement

Employees will not receive safety points or disciplinary action solely because an incident results in an injury or workers' compensation claim.

Maximum Allowable Safety Points

Introductory Employees

During the first six months of employment:

- Any preventable incident may result in termination.
- Accumulation of three or more safety points may result in termination.
- Receipt of two separate safety point assessments may result in termination regardless of total points accrued.

Non-Introductory Employees

Within any rolling twelve-month period:

- Accumulation of six or more safety points may result in termination.
- Receipt of three separate safety point assessments may result in termination regardless of total points accrued.

Safety point assessments older than eighteen months will no longer be included in the active point total.

Safety Point Review Process

Employees who believe safety points were assigned improperly may request a review hearing within five business days of the assessment.

Designated management and safety personnel will conduct hearings. Final determinations regarding safety point assessments will be made by executive leadership.

Retraining

Jaunt may require retraining following:

- Preventable incidents
- Customer service concerns
- Unsafe driving behaviors
- Failed inspections
- Operational or safety concerns

Required retraining may include:

- Defensive driving
- Customer service training
- PASS training
- Safety procedures
- Equipment operation
- Other operational training as determined by management

Failure to complete required retraining may result in disciplinary action, up to and including termination.

Motor Vehicle Record (MVR) Requirements

Employees operating company vehicles must maintain an acceptable driving record and valid driver's license throughout employment.

Operators must report any moving violation, license suspension, restriction, or revocation within 24 hours.

Jaunt reserves the right to review employee Motor Vehicle Records (MVRs) during employment to ensure continued eligibility for vehicle operation.

Failure to report citations or changes to driving status may result in disciplinary action, up to and including termination.

Incident Reporting & Scene Procedures

Operators involved in an incident must:

- Immediately notify Dispatch or a supervisor.
- Remain at the scene until authorized to leave.
- Provide required information to involved parties and law enforcement.
- Obtain information from involved parties when appropriate.
- Take photographs of the scene and vehicles when safe to do so.
- Complete all required incident documentation.

Operators should not discuss fault or liability at the scene and should refer questions to management or authorized personnel.

Leaving the scene of an incident without authorization may result in disciplinary action, up to and including termination.

Safety Inspections

Operators and vehicles may be subject to scheduled or random:

- Field inspections
- Onboard evaluations
- Vehicle inspection audits
- Facility inspections
- Ride-alongs or operational evaluations

Inspections are conducted to ensure safe operations, compliance, and quality service.

Safety Meetings

All operations employees are required to attend mandatory safety meetings and refresher training sessions as scheduled.

Failure to attend required meetings may result in disciplinary action.

Safety & Attendance Bonus

Jaunt recognizes employees who demonstrate a strong commitment to workplace safety and dependable attendance through quarterly bonus incentives.

Safety Bonus (Operators and Mechanics Only)

Operators and Mechanics are eligible to receive a **\$100 quarterly safety bonus** based on successful completion of required safety assessments and compliance with company safety standards.

Attendance Bonus (All Non-Exempt Staff)

All non-exempt employees are eligible to receive a **\$50 quarterly attendance bonus** based on attendance occurrences and compliance with company attendance policies and attendance requirements.

To qualify for quarterly bonus payments, employees must:

- Remain actively employed through the applicable payout date
- Maintain satisfactory job performance
- Have zero attendance points during the applicable quarter
- Have zero unapproved absences during the applicable quarter
- Remain in good standing with the company

Management reserves the right to review and determine bonus eligibility based on policy compliance and employment status. Jaunt reserves the right to modify, suspend, or discontinue bonus programs at any time.

Executive Summary: Safety Management Plan

Purpose

The purpose of this item is to provide the Board of Directors with an overview of Jaunt's Safety Management Program and its alignment with Virginia Department of Rail and Public Transportation (DRPT) safety requirements.

Background

The Commonwealth of Virginia's Public Transportation Agency Safety Plan (PTASP) framework consists of approximately 234 pages of federal and state requirements, guidance, and supporting documentation and can be accessed at:

<https://drpt.virginia.gov/guidelines-and-requirements/public-transportation-agency-safety-plan/>

Summary of Compliance

Jaunt has developed and implemented safety policies, procedures, training programs, reporting mechanisms, and performance monitoring processes that are consistent with state and federal safety requirements. The Safety Management Program incorporates:

- Clear safety policies and accountability structures
- Employee safety training and ongoing education
- Hazard identification and risk mitigation processes
- Incident reporting, investigation, and corrective action procedures
- Safety performance monitoring and continuous improvement practices
- Emergency preparedness and response planning

Board Responsibilities

Under federal and state transit safety requirements, the Board's role is to:

- Provide oversight of the agency's safety performance
- Support a culture of safety as an organizational priority
- Review safety performance information and significant safety-related developments
- Ensure adequate resources are available to support safety initiatives

The Board is not responsible for managing day-to-day safety operations but serves a critical governance function in monitoring safety performance and organizational commitment to safety.



Acknowledgement

As the Chief Executive Officer (CEO) of Jaunt, I am the Accountable Executive and have ultimate authority and responsibility for the safety of Jaunt. Frontline transit workers participate in the development and update of the plan by reviewing and recommending any changes to be incorporated in the final document.

With this plan, all Jaunt staff are hereby accountable and responsible for the implementation of all of the activities described herein.

Jaunt CEO / Accountable Executive

Date

As the Board President of Jaunt, I am affirming that the Board of Directors has reviewed Jaunt's participation in DRPT's Public Transportation Agency Safety Plan, revised October 2023.

Jaunt Board President

Date

JAU NT



FINANCIAL AND GRANTS MANAGEMENT POLICIES

June 10, 2026
Adopted by Jaunt, Inc. Board of Directors

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FINANCIAL AND GRANTS MANAGEMENT POLICIES

Purpose

These policies are designed to guide grant, financial, and accounting operations, aiming to strengthen financial accountability and transparency. They protect the organization's assets and ensure its ongoing viability, while maintaining compliance with requirements from the Federal Transit Administration, Virginia Department of Rail and Public Transportation, Charlottesville Area Transit, and local government sources.

Jaunt, Inc. is responsible for demonstrating legal, technical, and financial capacity to manage grants. This includes matching and managing grant funds, covering operating deficits, maintaining funded facilities and equipment, and completing required audits.

Document Control and Retention

Jaunt, Inc. shall maintain all financial records, supporting documentation, and statistical records in compliance with applicable federal and state requirements, including 2 C.F.R. § 200.333.

Records related to federal and state awards shall be retained for a minimum of five (5) years, or three (3) years from the date of submission of the final expenditure report, whichever is longer.

Records shall be retained longer if required due to audit, litigation, or other review.

Records shall be securely maintained and accessible only to authorized personnel and made available to auditors and grantor agencies as required. Management shall establish procedures governing record retention, storage, and disposal.

ORGANIZATIONAL GOVERNANCE

Legal Authority

Jaunt, Inc. is authorized by its Board of Directors to apply for and receive grant funding. The Board shall annually authorize the Chief Executive Officer, or their designee, to execute grant-related documents and agreements.

Annual Certifications

Jaunt, Inc., as a sub-recipient of federal and state transit funds, shall annually certify compliance with all applicable laws, regulations, and grant requirements.

The Chief Executive Officer shall be responsible for ensuring that all required certifications and assurances are updated, reviewed as appropriate, and submitted with the organization's grant applications in accordance with grantor requirements.

All certifications and assurances shall be approved and maintained on file in accordance with applicable requirements.

Governance

The governing body for Jaunt, Inc., the Jaunt Board of Directors, has the legal and fiduciary responsibility of the organization (Virginia Public Service Company, Virginia Code Title 56). The transit agency's governing body is representative of the community and provides advice that is balanced with community-based perspectives and board governance expertise. The Board meets regularly, according to its publicly noticed calendar, to actively engage staff and conduct business in an open and transparent manner. All members of the Governing Board adhere to the conflict of interest section of its governing bylaws.

Organizational Structure

Jaunt, Inc. is governed by its Board of Directors in accordance with its Articles of Incorporation, Bylaws, and applicable laws of the Commonwealth of Virginia. Board members shall be appointed by participating localities in accordance with the organization's governing documents and applicable statutes.

Governing Board Bylaws

The Bylaws of Jaunt, Inc. establish the structure, authority, and procedures governing the Board of Directors and the administration of the organization. The Board shall operate in accordance with its Bylaws at all times.

The Board of Directors establishes organizational policies, provides financial and operational oversight, and delegates day-to-day management of the organization to the Chief Executive Officer.

Service Planning

The Board of Directors shall oversee service planning by regularly reviewing service performance reports, service assessments, and updates to the Transit Development Plan.

Control Environment

Internal controls are established by assigning authority for grant management, contracting, check signing, and electronic fund transfers to designated positions. Financial duties are distributed among the board, executive management, and finance staff to ensure oversight, accountability, and protection of assets.

Assignment of Authority

Authority for financial and grant-related activities shall be assigned to designated positions in accordance with organizational policy. The Chief Executive Officer, or their designee, is authorized to execute agreements and contracts with grantors and external parties, as appropriate.

Signature Authority

Jaunt, Inc. shall establish and maintain a designated signatory authority for financial transactions, including check signing, contract execution, and electronic funds transfers. The organization shall maintain a current schedule of authorized signatories for financial transactions. Authorized signatories shall be approved and documented to ensure appropriate oversight and control.

Segregation of Duties and Oversight

Financial responsibilities shall be appropriately distributed among the Board of Directors, executive management, and finance staff to ensure effective oversight, segregation of duties, and protection of organizational assets. No single individual shall have sole control over all aspects of any financial transaction.

The Board of Directors shall provide oversight of financial performance, including review and approval of budgets, financial reports, and major financial decisions. Executive management shall be responsible for implementing financial policies, managing operations, and ensuring compliance with applicable laws, regulations, and grant requirements.

Personnel Controls

Jaunt, Inc. shall implement personnel policies designed to reduce risk and protect organizational assets, including appropriate background and screening procedures for employees with financial and grant management responsibilities.

Positions with access to financial systems, funds, or sensitive financial information may be subject to additional screening, including credit checks, in accordance with applicable laws and organizational policies.

Management shall establish and maintain procedures governing employee screening and hiring practices in accordance with this policy.

Implementation

Management shall establish and maintain procedures to implement and monitor internal controls, including assignment of responsibilities, transaction processing, and compliance monitoring.

COMPLIANCE AND ETHICS

Suspension / Debarment Policy

Jaunt, Inc. shall ensure that officers, directors, employees, and contractors involved in federally or state-funded transactions are not suspended or debarred from participation in government contracting. Eligibility shall be verified prior to entering federally or state-funded contracts or awards through review of applicable government exclusion lists,

including the System for Award Management (SAM). These controls are intended to ensure that only responsible individuals participate in federally funded activities and to protect grant-funded programs from fraud, waste, and abuse.

Lobbying Policy

In accordance with applicable federal regulations, including 49 C.F.R. Part 20, Jaunt, Inc. shall not use federal or state grant funds to influence or attempt to influence government officials in connection with the awarding, modification, or administration of contracts, grants, loans, or cooperative agreements.

Conflict of Interest Policy

Jaunt, Inc. shall maintain and enforce a conflict of interest policy applicable to Board members, officers, employees, and agents. No individual shall participate in the selection, award, or administration of a contract or transaction supported by federal or state funds if a real or apparent conflict of interest exists.

A conflict of interest may arise when an individual, a member of their immediate family, or an affiliated organization has a financial or other interest in an entity involved in a transaction with Jaunt, Inc. All conflicts of interest shall be disclosed and managed in accordance with the organization's policies and applicable laws.

Ethics Policy

Officials and employees must uphold high ethical standards in conducting public business.

Relationships - In all procurement matters relating to Jaunt, Inc., no transit employee, official, or agent, including any member of an evaluation committee for a Jaunt, Inc. project, shall participate, without full disclosure and participation consent provided, in the selection, award, or administration of a contract between Jaunt, Inc. and a private business if a conflict of interest, real or apparent, is involved. Such a conflict would exist when an employee, officer, or agent of Jaunt, Inc., any member of his/her immediate family, his or her partner, or an organization that employs, or is about to employ, any of the above, has a material financial or other interest in a firm selected for award of a contract.

Gifts and Gratuities - It is Jaunt, Inc. policy that no official or employee of Jaunt, Inc. shall seek or accept, directly or indirectly, any gift, service, favor, employment, engagement, compensation or economic opportunity from a contractor or subcontractor which would improperly influence a reasonable person in his or her position to depart from the faithful and impartial discharge of his or her public duties. No Jaunt, Inc. official or employee may use his or her position to secure or grant unwarranted privilege, preferences, exemptions, or advantages for himself or herself, any member of his or her immediate household, any business entity in which he or she has a financial interest, or any other person.

Compliance and Enforcement - Violations of ethical standards shall be addressed in accordance with organizational policies and may result in disciplinary action, up to and including termination, as appropriate.

Implementation - Management shall establish and maintain procedures to implement and enforce ethical standards in accordance with this policy.

CONTRACT MANAGEMENT AND REVENUE

Contract Management and Oversight

Jaunt, Inc. shall monitor contracts to ensure compliance with applicable terms, conditions, and funding requirements. Contracts shall be awarded only to responsible contractors who meet applicable eligibility and compliance standards. Jaunt, Inc. shall verify that contractors are not suspended, debarred, or otherwise ineligible to participate in federally or state-funded transactions, including review of the System for Award Management (SAM), as applicable.

Advertising Revenue

Jaunt, Inc. may establish policies governing the acceptance of advertising or other non-operating revenue sources, as approved by the Board.

Local Match Revenue

Jaunt, Inc. may accept non-federal funds as a local match for grant programs in accordance with applicable grant requirements and with appropriate authorization from participating localities, as required.

GRANTS ADMINISTRATION

Grant Application

Grant applications shall be based on service plans, financial plans, and identified sources of matching funds. Applications shall be submitted to the Board of Directors for approval prior to submission, and public input shall be incorporated as required.

Grant Award and Execution

Grant awards and agreements shall be reviewed for accuracy and approved for execution by the Chief Executive Officer and the Chief of Finance and Administration. The Board of Directors shall be notified of all grant awards and shall authorize the Chief Executive Officer to execute grant agreements on behalf of the organization.

Grant Reporting

Grant funds shall be used in accordance with applicable regulations, and all required fiscal and programmatic reports shall be submitted accurately and in a timely manner.

Grant Reimbursements

Reimbursement requests shall be supported by accurate documentation, reviewed for allowability, and approved prior to submission.

Grant Budgeting and Accounting

Grant funds shall be budgeted, tracked, and accounted for separately to ensure expenditures are properly recorded and used only for authorized purposes. Multi-year grants shall be monitored over the life of the award to ensure compliance with approved budgets and grant requirements.

Grant Revenue Recognition

Grant revenues shall be recorded in the appropriate accounting period and monitored to ensure compliance with applicable regulations, including 2 CFR 200.305.

Grant Recordkeeping and Audit

Grant records shall be maintained in accordance with applicable requirements and made available for audit and grantor review. All applicable grant activity shall be included in the organization's annual audit, and audit reports shall be submitted within required deadlines.

Timely Distribution of Funds

Jaunt, Inc. shall ensure that grant funds and vendor payments are distributed in a timely manner in accordance with applicable federal requirements.

Period of Performance

Grant expenditures shall occur within the authorized period of performance unless an extension is approved in accordance with grantor requirements. Grant close-out shall be completed in accordance with applicable timelines and requirements.

Asset Disposition

Assets purchased with grant funds shall be managed and disposed of in accordance with applicable federal and state regulations, including FTA Circular 5010.1D. Proceeds from the disposition of such assets shall be used to support public transportation operations as permitted by regulations.

FINANCIAL MANAGEMENT AND ACCOUNTING

Fiscal Year

Jaunt, Inc.'s fiscal year shall run from July 1 through June 30.

Multi-Year Financial Plan

A multi-year financial plan shall be maintained as part of the Transit Development Plan to support long-range planning, funding projections, and annual grant applications. The plan shall be presented to the Board of Directors annually and used for budgeting and grant planning.

Budget Development & Approval

Jaunt, Inc. shall prepare an annual operating and capital budget aligned with organizational goals, service levels, and available funding. The Board of Directors shall review and approve the annual budget and any material amendments in accordance with organizational policy and grantor requirements.

Adequate Financial Resources Policy

The organization shall maintain adequate financial resources to support operations, meet matching fund obligations, sustain grant-funded activities, and ensure long-term viability. For short-term funding shortages, not covered by service reduction, unrestricted funding shall be used, only to the extent necessary. Any utilization of short-term funding shall be reported to the Board of Directors.

Budget Revisions and Amendments

Budget revisions and amendments shall be reviewed and approved according to board policy and grantor requirements. Changes to grant budgets must adhere to funding restrictions and approval thresholds. Any amendment that alters the total grant revenues shall be prepared by the Chief of Finance and Administration and submitted to the Chief Executive Officer and subsequently reviewed by the Finance Committee. This type of budget amendment requires Board of Directors approval.

Accounting Standards

Jaunt, Inc. shall maintain its financial records and prepare financial statements in accordance with Generally Accepted Accounting Principles (GAAP) and applicable federal and state requirements.

Financial Controls and Accounting Systems

Jaunt, Inc. shall maintain accounting systems and internal controls to ensure accurate recording, reporting, and safeguarding of financial resources. The organization shall maintain a chart of accounts sufficient to support financial reporting, grant tracking, and compliance requirements.

Cost Allocation and Expense Assignment

Jaunt, Inc. shall utilize a consistent and documented methodology for assigning expenses to programs, grants, and services to ensure equitable allocation and compliance with applicable regulations. Direct and indirect costs shall be identified and allocated in accordance with applicable cost principles and grant requirements.

Allowable Costs

All costs charged to federal or state awards shall comply with applicable regulations, including 2 CFR Part 200, and shall be necessary, reasonable, allocable, and properly documented.

Unallowable costs are not charged to any federal or state awards, or against program income generated with the use of federally funded assets. Unallowable costs include: alcohol, goods or services for personal use, housing and personal living expenses, most lobbying costs, travel costs over the GSA per diem limits, proposal costs, bad debt costs, contributions and donations, entertainment costs, fines and penalties, membership costs in organizations whose primary purpose is lobbying.

Financial Reporting

Financial reports shall be prepared on a regular basis and presented to the Board of Directors and Finance Committee to support oversight of financial performance. Reports shall be accurate, timely, and prepared in accordance with applicable accounting standards.

Cash Management and Disbursements

Jaunt, Inc. shall ensure that funds are properly safeguarded and that all disbursements are authorized, documented, and recorded accurately. Vendor payments and grant-related disbursements shall be made in a timely manner in accordance with applicable federal and state requirements.

Purchasing Authorization and Approval

The Chief Executive Officer shall delegate purchasing authority to ensure the efficient and accountable purchasing of approved services and materials. This requires that the employees involved at every step of the purchasing process take full responsibility for understanding Jaunt's policies and procedures regarding purchasing and vendor relations. Purchasing decisions are business decisions made on behalf of Jaunt and, therefore, should be made with the utmost consideration for what is in the best interest of Jaunt and in compliance with federal and state regulations.

Signature Policy

The following individuals are authorized to sign checks for Jaunt, Inc.

- Chief Executive Officer
- Chief of Finance and Administration
- Board President
- Board Treasurer

Checks in excess of \$15,000 shall require two signatures. Artificial splitting of transactions to circumvent approval thresholds is prohibited.

The following individuals are authorized to sign contracts for Jaunt, Inc.

- Chief Executive Officer
- Chief of Finance and Administration

The following individuals are authorized to conduct an electronic funds transfer on behalf of Jaunt, Inc.

- Chief Executive Officer

- Chief of Finance and Administration

Wire Transfers

Wire transfers shall be subject to appropriate authorization and oversight, including review by executive management and, where applicable, approval by the Finance Committee or its designee.

Petty Cash

Petty cash funds are safeguarded and used only for authorized minor expenditures when it is infeasible or impractical to use normal purchasing means. Petty cash should be used in this manner only when necessary. All disbursements are documented and reconciled at least semi-annually.

Bill Payment / Accounts Payable

All obligations are paid accurately and promptly. Payments are supported by documentation, approved by authorized personnel, and recorded accurately in accounting records. A list of all payments of over \$15,000 will be sent to the Chair of the Finance Committee on a bi-monthly basis.

Credit Cards Use

Jaunt, Inc. may authorize the use of organizational credit cards for approved business expenses. Appropriate controls shall be maintained to ensure proper authorization, documentation, and monitoring of all credit card transactions. Personal use is prohibited.

Travel Policy

Travel expenses for official purposes must be reasonable, authorized, and supported by documentation. Reimbursements must comply with organizational and grant requirements. The use of federal and state funds to accommodate personal comfort, convenience, and taste is not permitted. All such trips must support the mission of Jaunt, receive the appropriate pre-approvals, and be carefully planned to ensure that expenditures are necessary, prudent, and as economical as possible. Transportation during travel, whether by public transportation, privately owned auto, Jaunt- owned vehicle, or for hire conveyance, shall be over the most direct and economical route.

Federal, State and Program Funds: Expense limits are reimbursed as per the U.S. General Services Administration's Meals and Incidental Expense (MI&E) per diem allowances.

Annual National Transit Database Reporting

Jaunt is a "Full Reporter" to the National Transit Database (NTD). This means it must report data to NTD monthly and annually, and adhere to all the data collection, validation, and reporting requirements of the regulation.

Audit

An annual audit is conducted in accordance with Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or other external auditing standards. The purpose of the audit is to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has efficiently and effectively fulfilled its responsibilities.

The Chief of Finance and Administration is responsible for initiating the annual audit process by July of each year. The audit is conducted by an outside auditing firm. The Chief of Finance and Administration is responsible for the preparation of all necessary audit schedules. The on-site portion of the audit is completed by early October of each year and submitted to DRPT/FTA and Charlottesville Area Transit within nine months after the end of the fiscal year.

Following the completion of the audit, the Chief Executive Officer meets with the Chief of Finance and Administration to discuss any audit findings and develop a plan and timeline for rectifying any identified problems. It is the responsibility of the Chief Executive Officer to ensure that the problems are addressed prior to the next audit.

The audit is presented to the Finance Committee for review and recommendation for acceptance. The Board of Directors must accept the final audit prior to transmission to Grantors.

Annual Excess Working Capital

Excess Working Capital is defined as the amount of unrestricted financial resources remaining after the organization has satisfied its required working capital reserve. The reserve is established at 25 percent of eligible operating expenses to ensure financial stability and continuity of operations.

The calculation isolates the unassigned fund balance and compares it to the required reserve level. Amounts in excess of this threshold, adjusted for investment income and other specified items, are considered surplus to operational needs and are returned to participating localities in accordance with this policy.

This calculation shall be performed annually following completion of the audited financial statements for the fiscal year ending June 30. The Chief of Finance and Administration shall prepare and submit the calculation to the Chief Executive Officer for review. The Chief Executive Officer shall evaluate the results and provide a recommendation to the Finance Committee. The Finance Committee shall review the calculation and forward its recommendation to the Board of Directors for consideration. Upon Board approval, the proposed distribution shall be presented to the shareholders for final approval in accordance with applicable governance requirements.

JAUNT
Monthly Financial Summary
Operating

April 2026 YTD

Sources of Financial Resources	YTD Budgeted	YTD Actual	Budget Variance	Total Budget	Budget Realized	Comments
Fee Revenue:						
Interest Revenue	\$ 176,610	\$ 248,383	\$ 71,773	\$ 211,932	117%	
Contract Revenue	\$ 52,149	\$ 31,020	\$ (21,129)	\$ 62,579	50%	Continuation of contract service demand reduction
Governmental Revenue:						
Federal Operating Grants	\$ 3,531,582	\$ 3,341,097	\$ (190,485)	\$ 4,237,898	79%	
Virginia DRPT Operating	\$ 1,570,138	\$ 1,424,821	\$ (145,318)	\$ 1,884,166	76%	
Local Government Operating	\$ 5,298,338	\$ 5,298,338	\$ 0	\$ 6,358,005	83%	
In Lieu of Local	\$ 33,333	\$ 33,334	\$ 1	\$ 40,000	83%	
Other Revenue	\$ -	\$ 186,494	\$ 186,494	\$ -		Bus Repair Insurance Proceeds; Equipment & Vehicle Sales
Account Transfer (Jaunt Reserves)	\$ -	\$ -	\$ -	\$ -		
Total Revenue	\$ 10,662,150	\$ 10,563,486	\$ (98,664)	\$ 12,794,580	83%	

Uses of Financial Resources	YTD Budgeted	YTD Actual	Budget Variance	Total Budget	Budget Realized	Comments
Salaries & Wages	\$ 6,367,778	\$ 5,700,297	\$ (667,481)	\$ 7,641,334	75%	Vacant positions
Fringe Benefits/Staff Development	\$ 2,225,418	\$ 1,929,195	\$ (296,223)	\$ 2,670,502	72%	
Travel/Business Meals/Meetings	\$ 53,333	\$ 28,075	\$ (25,258)	\$ 64,000	44%	
Facility/Equipment Maintenance/Utilities	\$ 166,356	\$ 171,260	\$ 4,904	\$ 199,627	86%	
Supplies & Materials	\$ 682,695	\$ 663,172	\$ (19,523)	\$ 819,234	81%	
Marketing & Advertising	\$ 70,833	\$ 66,134	\$ (4,700)	\$ 85,000	78%	
Insurance & Bonding	\$ 520,833	\$ 615,503	\$ 94,669	\$ 625,000	98%	Change in insurance policy and increased rates
Professional Services	\$ 541,986	\$ 512,076	\$ (29,910)	\$ 650,383	79%	
Miscellaneous	\$ 32,917	\$ 79,259	\$ 46,342	\$ 39,500	201%	Contracted Hiring Service \$32K
Total Expenditure	\$ 10,662,150	\$ 9,764,971	\$ (897,179)	\$ 12,794,580	76%	

Net change in fund balance	\$ (0)	\$ 798,516	\$ 798,516	\$ (0)		
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JAUNT
Monthly Financial Summary
Capital

April 2026 YTD						
Sources of Financial Resources	YTD Budgeted	YTD Actual	Budget Variance	Total Budget	Budget Realized	Comment
Governmental Revenue:						
Federal Capital Grants	\$ 1,265,587	\$ 15,876	\$ (1,249,711)	\$ 1,518,704	1%	Capital Projects underway
Virginia DRPT Capital	\$ 5,186,528	\$ 128,636	\$ (5,057,892)	\$ 6,223,833	2%	Capital Projects underway
Local Government Capital	\$ 411,431	\$ 411,431	\$ 0	\$ 493,717	83%	
Total Revenue	\$ 6,863,545	\$ 555,942	\$ (6,307,603)	\$ 8,236,254	7%	
Uses of Financial Resources	YTD Budgeted	YTD Actual	Budget Variance	Total Budget	Budget Realized	Comment
Revenue Vehicles	\$ 2,753,038	\$ 1,486,503	\$ (1,266,536)	\$ 3,303,646	45%	Buses delivered
Support Vehicles	\$ -	\$ -	\$ -	\$ -		
Spare Parts for Vehicles	\$ 100,323	\$ 37,556	\$ (62,767)	\$ 120,387	31%	Transmissions Repairs
Facility	\$ 2,575,700	\$ 12,455	\$ (2,563,246)	\$ 3,090,840	0%	HVAC; Parking Lot not started
Information Technology	\$ 1,428,781	\$ 198,428	\$ (1,230,353)	\$ 1,714,537	12%	Scheduling Software Project
Shop Equipment	\$ 5,703	\$ 6,801	\$ 1,098	\$ 6,844	99%	Tire Changer
Total Expenditure	\$ 6,863,545	\$ 1,741,742	\$ (5,121,803)	\$ 8,236,254	21%	
Net change in fund balance	\$ (0)	\$ (1,185,800)	\$ (1,185,800)	\$ (0)		

JAUNT Balance Sheet Summary

	4/30/2026	4/30/2025
Assets		
Cash and Cash Equivalents	10,204,687	10,536,860
Receivables, Net of Allowances	8,012	3,148
Due From Other Governmental Units	1,436,623	1,799,555
Prepaid Items	167,561	167,344
Capital Assets	9,362,381	6,266,993
Total Assets	21,179,265	18,773,900
Accounts Payable	1,681,859	719,312
Accrued Payroll & Related Liabilities	142,233	147,994
Lease Liability	53,953	69,956
Deferred Revenue	1,110,044	1,021,365
Total Liabilities	2,988,089	1,958,628
Fund Balance/Net Position		
JAUNT Inc. Stock	16	16
Fund Balance:		
Nonspendable:		
Prepaid Items	167,561	167,344
Committed:		
Rainy Day	3,000,000	3,000,000
Capital Reserve	1,965,808	1,965,808
Unassigned	3,929,782	5,657,873
Total Fund Balance	9,063,151	10,791,025
Total Equity	9,063,167	10,791,041
Total Liabilities and Equity	12,051,255	12,749,669
Net Position:		
Investment in Capital Assets	9,308,428	6,197,037
Unrestricted	8,882,732	10,618,219
Total Net Position	18,191,161	16,815,256
Total Net Position and Equity	18,191,177	16,815,272
Total Liabilities and Net Position	21,179,265	18,773,900

Jaunt, Inc.

Statement of Cash Flows for Month Ended April 30, 2026

Operating	
Local Match	\$ 1,528,794
DRPT Receipts	416,126
CAT Receipts	-
Agency Receipts	1,346
Other Receipts	15,154
Payroll	(584,944)
Capital Payments	
FSA Payments	(3,115)
Other Payments	(440,832)
Net Cash from Operating	<u>932,529</u>
Investing	
Interest	23,836
Transfer to/from LGIP	-
Net Cash from Investing	<u>23,836</u>
Net Change in Cash	<u>\$ 956,365</u>
Beginning Cash Balance 4/1/2026	\$ 9,269,100
Ending Cash Balance 4/30/2026	\$ 10,225,465
Months of Cash of Hand	9.59

Jaunt Safety Report March 2026

Preventable Vehicle Accident(s): 0

Non-Preventable Vehicle Accident(s): 0

Customer Related Incident(s): 1

3/24/2026 – A passenger tripped while exiting the bus. The passenger was not transported for medical evaluation at that time.

Staff Related Incident(s): 0

Jaunt traveled 119,891 revenue miles and had 0 preventable accidents from 3/1/2026 to 3/31/2026. Jaunt has a goal of less than 1 preventable Accident for every 100,000 miles driven.

Jaunt has had 26 preventable accidents since 7/1/2025 and recorded 1,001,888 total revenue travel miles.

Safety Concerns Shared and Investigated: 0

Site Visits: 0

National Transit Database Reporting: 0

Jaunt Safety Report April 2026

Preventable Vehicle Accident(s): 6

4/1/2026 – Operator struck a broken electrical pole hanging in the road

4/7/2026 – Operator backed too closely to a guard post causing the bumper to get caught

4/11/2026 – Operator sideswiped a parked vehicle

4/21/2026 – Operator hit curb while entering a roundabout

4/27/2026 – Operator backed into a parked school bus

4/28/2026 – Operator scrapped rear fender while attempting to get past a vehicle

Non-Preventable Vehicle Accident(s): 2

4/17/2026 – A rock from another vehicle struck the bus's windshield

4/23/2026 – A rock hit the windshield of bus causing a small crack

Customer Related Incident(s): 3

4/9/2026 – Client was not wearing seatbelt and fell out of their seat when the operator hit the brakes to avoid a car entering into the bus's lane. Client did not seek medical treatment at the time of incident.

4/21/2026 - Client slipped out of their wheelchair when the bus came to a complete stop. Client did not seek medical treatment at the time of incident.

4/22/2026 – Client had a seizure while on the bus, 911 was called and passenger was transported for medical attention.

Staff Related Incident(s): 2

4/16/2026 – Operator began experiencing a medical emergency while driving the Jaunt bus, 911 was called and the operator was transported for medical attention

4/16/2026 – Road supervisor was checking a bus when they were stung several times by wasps. A fellow staff member transported the employee to receive medical treatment.

Jaunt traveled 118,727 revenue miles and had 4 preventable accidents from 4/1/2026 to 4/30/2026. Jaunt has a goal of less than 1 preventable Accident for every 100,000 miles driven.

Jaunt has had 32 preventable accidents since 7/1/2025 and recorded 1,120,615 total revenue travel miles.

Safety Concerns Shared and Investigated: 0

Site Visits: 0

National Transit Database Reporting: 3

Jaunt Board of Directors Meeting

June 10, 2026, 10 AM

This service report includes March and April 2026 data. Ridership increased 8.2% from February to March, and 3.0% from March to April for an overall two month increase of 11.2%. The two columns to the right show a comparison of the average monthly for all of FY25 to Year-to-Date average monthly for FY26, followed by a percent change column.

Jaunt Performance Statistics		2025										2026				Avg FY25	Avg FY26	Pct Diff
		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
ADA	Passengers	8,463	7,950	7,727	8,532	8,257	8,298	9,024	7,922	7,390	7,523	8,439	9,475	9,208	8,098	8,407	3.8%	
	Revenue Hours	3,156	3,173	3,041	3,308	3,021	3,125	3,386	3,207	3,282	3,133	3,356	3,716	3,849	3,320	3,338	0.5%	
	Revenue Miles	36,278	36,171	34,659	38,641	36,746	36,919	38,567	33,958	32,582	31,855	35,341	39,839	41,877	35,908	36,633	2.0%	
Demand Response	Passengers	6,822	6,361	5,834	6,676	6,523	6,819	7,555	5,949	5,209	4,710	6,058	6,882	6,923	6,115	6,330	3.5%	
	Revenue Hours	3,202	3,036	2,824	3,212	3,197	3,434	3,752	2,953	2,821	2,310	2,979	3,416	3,268	2,987	3,134	4.9%	
	Revenue Miles	62,302	58,090	54,758	62,435	62,338	61,519	67,076	51,263	47,101	41,416	53,380	58,543	55,338	56,075	56,041	-0.1%	
Agency Trips (Public)	Passengers	27	60	28	29	28	31	32	27	21	22	25	18	29	118	26	-77.7%	
	Revenue Hours	12	22	13	12	12	15	15	12	10	9	10	10	15	42	12	-71.4%	
	Revenue Miles	156	336	251	237	201	266	232	211	191	152	180	176	228	714	207	-70.9%	
Agency Trips (Exclusive Use)	Passengers	150	219	40	131	-	245	108	1,518	375	265	161	1,127	1,403	271	533	96.5%	
	Revenue Hours	6	10	4	10	-	17	6	51	11	6	3	45	53	13	20	52.5%	
	Revenue Miles	108	333	68	96	-	399	113	1,146	163	87	21	803	1,261	284	409	44.1%	
N/A	Passengers	207	159	159	175	210	151	231	169	188	139	194	312	167	195	194	-0.7%	
	Revenue Hours	86	75	79	91	97	61	102	79	105	71	90	143	95	79	93	19.0%	
	Revenue Miles	1,062	910	954	1,069	1,163	795	1,246	889	1,019	696	1,003	1,537	997	950	1,041	9.7%	
Connect 29 North	Passengers	1,685	1,665	1,593	1,666	1,557	1,595	1,809	1,533	1,348	1,619	1,485	1,692	1,589	1,517	1,589	4.8%	
	Revenue Hours	167	150	145	163	161	173	178	143	159	141	162	167	169	155	162	4.6%	
	Revenue Miles	2,479	2,266	2,244	2,552	2,384	2,367	2,607	2,041	2,235	2,031	2,262	2,444	2,489	2,267	2,341	3.3%	
Connect Buckingham	Passengers	1,090	1,201	1,100	1,073	958	989	1,113	826	763	830	934	1,045	1,079	1,056	961	-9.0%	
	Revenue Hours	144	137	131	143	139	146	163	125	134	115	138	150	152	140	141	0.3%	
	Revenue Miles	3,895	3,820	3,663	3,954	3,752	3,752	4,104	3,256	3,415	3,036	3,643	4,076	3,966	3,750	3,695	-1.5%	
Connect Crozet	Passengers	2,393	2,397	1,974	2,562	2,391	2,909	3,153	2,363	2,477	2,813	2,555	2,222	3,102	2,166	2,655	22.6%	
	Revenue Hours	458	441	427	477	476	479	527	407	439	361	464	499	491	440	462	5.0%	
	Revenue Miles	10,456	10,032	9,154	11,226	10,630	10,374	11,598	8,992	9,777	8,013	10,091	10,940	11,040	10,014	10,268	2.5%	
Connect Lovington	Passengers	362	382	359	386	366	421	423	372	376	468	523	330	392	346	406	17.2%	
	Revenue Hours	62	60	58	62	64	64	68	53	64	51	61	71	64	59	62	5.6%	
	Revenue Miles	1,503	1,441	1,361	1,523	1,454	1,466	1,607	1,253	1,366	1,182	1,358	1,533	1,531	1,384	1,427	3.1%	

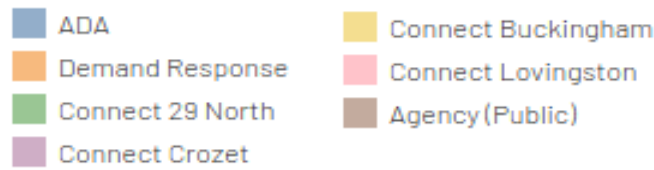
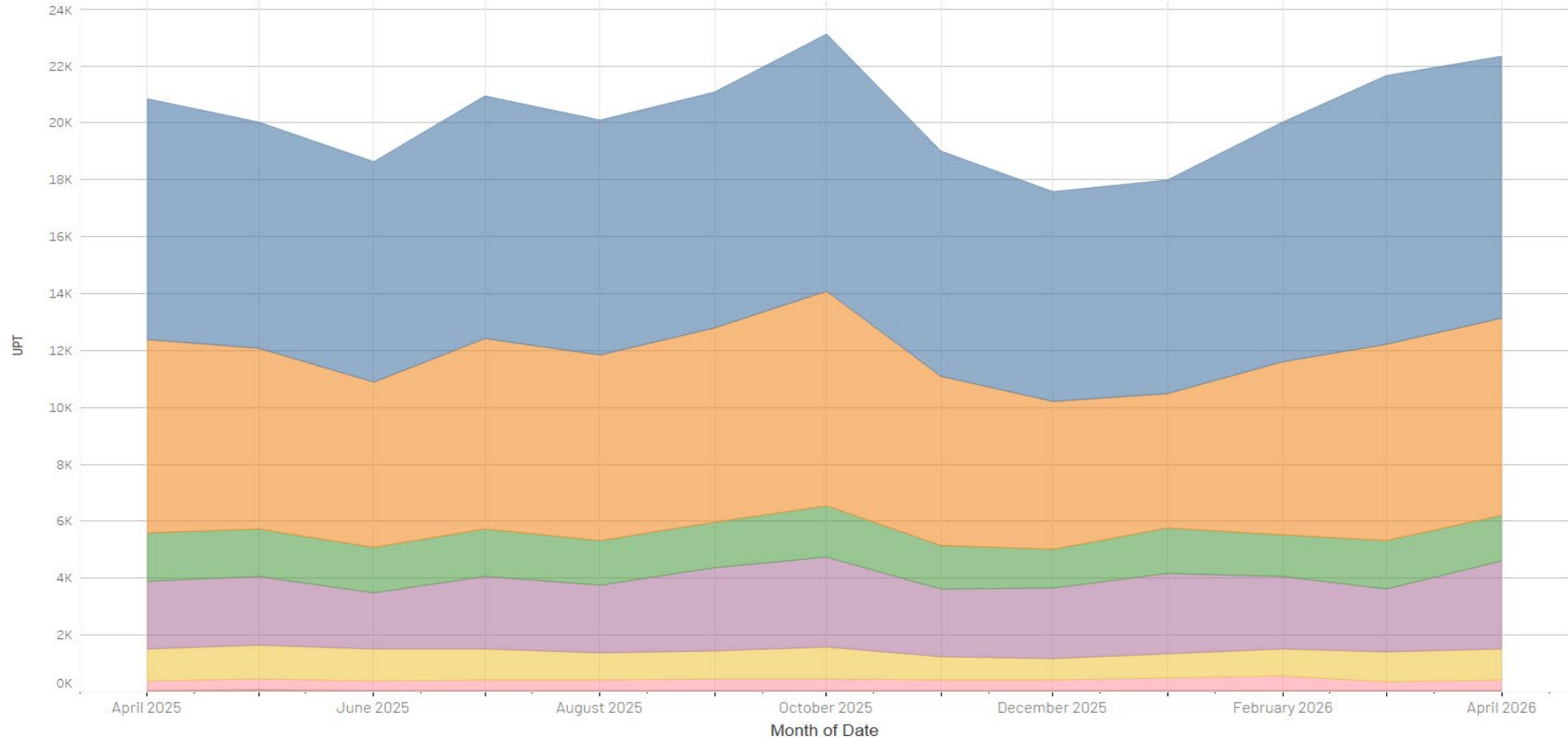
Metric	FY23 Monthly Avg	FY24 Monthly Avg	FY25 Monthly Avg	FY26 Monthly Avg	FY25-FY26 Diff
UPT	19,848	19,004	19,415	20,292	4.5%
VRH	7,656	7,195	7,143	7,297	2.2%
VRM	120,025	111,513	110,111	113,028	2.6%

Note, excludes NA and Agency Exclusive Use trips



This area chart that visualizes Jaunt Performance Statistics in the previous table, but only for UPT (Unlinked Passenger Trips). Percentage of total passenger trips for FY26 to date is as follows: **ADA 40%, Demand Response 30%, Agency Public 0%, Agency Exclusive 3%, NA 1%, and Commuter Bus 27%**. DR is 70% and CB is 27% of total ridership. The percentage of Revenue Hours by service is: **ADA 45%, Demand Response 42%, Agency Public 0%, Agency Exclusive 0%, NA is 1.3% and Commuter Bus 11% of total revenue hours.**

Jaunt Service Performance - UPT Area Chart



Albemarle Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
ADA	Passengers	4,015	3,861	3,759	4,264	3,924	3,977	4,298	3,696	3,333	3,282	3,577	4,275	4,564	3,903	3,919	0.4%	
	Revenue Hours	1,561	1,622	1,554	1,735	1,516	1,546	1,724	1,576	1,543	1,453	1,518	1,766	1,902	1,672	1,628	-2.6%	
	Revenue Miles	19,078	19,484	18,618	20,811	19,199	18,992	20,359	17,159	16,121	15,518	16,882	19,433	20,621	19,108	18,510	-3.1%	
Demand Response	Passengers	2,606	2,521	2,211	2,539	2,509	2,631	2,822	2,168	1,888	1,816	2,231	2,509	2,678	2,331	2,379	2.1%	
	Revenue Hours	1,159	1,134	1,025	1,174	1,160	1,224	1,336	1,022	982	854	1,043	1,215	1,360	1,081	1,137	5.1%	
	Revenue Miles	22,114	21,136	19,672	22,199	22,853	22,843	24,532	18,224	16,303	14,930	18,533	20,972	21,373	19,918	20,276	1.8%	
Connect 29 North	Passengers	1,685	1,665	1,593	1,666	1,557	1,595	1,809	1,533	1,348	1,619	1,485	1,692	1,589	1,517	1,589	4.8%	
	Revenue Hours	167	150	145	163	161	173	178	143	159	141	162	167	169	155	162	4.6%	
	Revenue Miles	2,479	2,266	2,244	2,552	2,384	2,367	2,607	2,041	2,235	2,031	2,262	2,444	2,489	2,267	2,341	3.3%	
Connect Crozet	Passengers	2,393	2,397	1,974	2,562	2,391	2,909	3,153	2,363	2,477	2,813	2,555	2,222	3,102	2,166	2,655	22.6%	
	Revenue Hours	458	441	427	477	476	479	527	407	439	361	464	499	491	440	462	5.0%	
	Revenue Miles	10,456	10,032	9,154	11,226	10,630	10,374	11,598	8,992	9,777	8,013	10,091	10,940	11,040	10,014	10,268	2.5%	

Buckingham Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
Connect Buckingham	Passengers	1,090	1,201	1,100	1,073	958	989	1,113	826	763	830	934	1,045	1,079	1,056	961	-9.0%	
	Revenue Hours	144	137	131	143	139	146	163	125	134	115	138	150	152	140	141	0.3%	
	Revenue Miles	3,895	3,820	3,663	3,954	3,752	3,752	4,104	3,256	3,415	3,036	3,643	4,076	3,966	3,750	3,695	-1.5%	

Charlottesville Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April				
ADA	Passengers	4,448	4,089	3,968	4,268	4,333	4,321	4,726	4,226	4,057	4,241	4,862	5,200	4,644	4,196	4,488	7.0%	
	Revenue Hours	1,595	1,548	1,487	1,573	1,506	1,579	1,662	1,631	1,739	1,680	1,838	1,949	1,947	1,641	1,710	4.3%	
	Revenue Miles	17,200	16,687	16,041	17,830	17,547	17,927	18,208	16,799	16,462	16,338	18,459	20,407	21,255	16,800	18,123	7.9%	
Demand Response	Passengers	132	127	160	163	146	145	171	149	156	132	160	165	111	184	150	-18.7%	
	Revenue Hours	50	46	62	63	53	65	70	58	61	48	64	62	59	79	60	-23.2%	
	Revenue Miles	684	678	1,009	1,021	888	948	1,037	807	814	631	935	939	753	1,176	877	-25.4%	



Fluvanna Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
Demand Response	Passengers	366	326	254	315	281	351	416	314	269	265	351	308	305	305	318	4.2%	
	Revenue Hours	188	175	148	173	166	192	197	164	146	141	187	167	159	151	169	11.7%	
	Revenue Miles	4,344	3,866	3,513	4,083	3,913	4,142	4,323	3,135	2,829	2,765	3,507	3,342	3,310	3,327	3,535	6.2%	

Greene Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
Demand Response	Passengers	1,621	1,432	1,314	1,533	1,620	1,673	1,791	1,480	1,292	1,126	1,497	1,754	1,695	1,383	1,546	11.8%	
	Revenue Hours	649	592	550	646	689	761	870	714	700	538	669	750	497	613	683	11.5%	
	Revenue Miles	11,012	9,486	8,871	10,676	11,927	11,759	12,904	10,177	9,293	7,962	10,049	11,410	7,630	9,741	10,379	6.5%	

Louisa Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
Demand Response	Passengers	1,918	1,775	1,721	1,940	1,774	1,822	2,104	1,605	1,460	1,242	1,636	1,904	1,950	1,756	1,744	-0.7%	
	Revenue Hours	1,073	1,007	941	1,066	1,041	1,103	1,176	904	869	674	933	1,116	1,116	983	1,000	1.7%	
	Revenue Miles	22,304	21,276	19,763	22,716	20,732	19,875	21,878	16,836	16,658	13,891	18,314	19,521	20,529	20,025	19,095	-4.6%	

Nelson Statistics		2025										2026				Avg YTD FY25	Avg YTD FY26	Pct Diff
		Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr				
Demand Response	Passengers	179	180	174	182	191	193	211	229	141	127	180	238	180	150	187	25.2%	
	Revenue Hours	83	82	98	88	87	87	100	88	61	54	82	103	73	76	82	8.2%	
	Revenue Miles	1,844	1,647	1,930	1,690	1,999	1,896	2,318	2,033	1,166	1,213	2,014	2,289	1,692	1,840	1,831	-0.5%	
Connect Lovington	Passengers	362	382	359	386	366	421	423	372	376	468	523	330	392	346	406	17.2%	
	Revenue Hours	62	60	58	62	64	64	68	53	64	51	61	71	64	59	62	5.6%	
	Revenue Miles	1,503	1,441	1,361	1,523	1,454	1,466	1,607	1,253	1,366	1,182	1,358	1,533	1,531	1,384	1,427	3.1%	

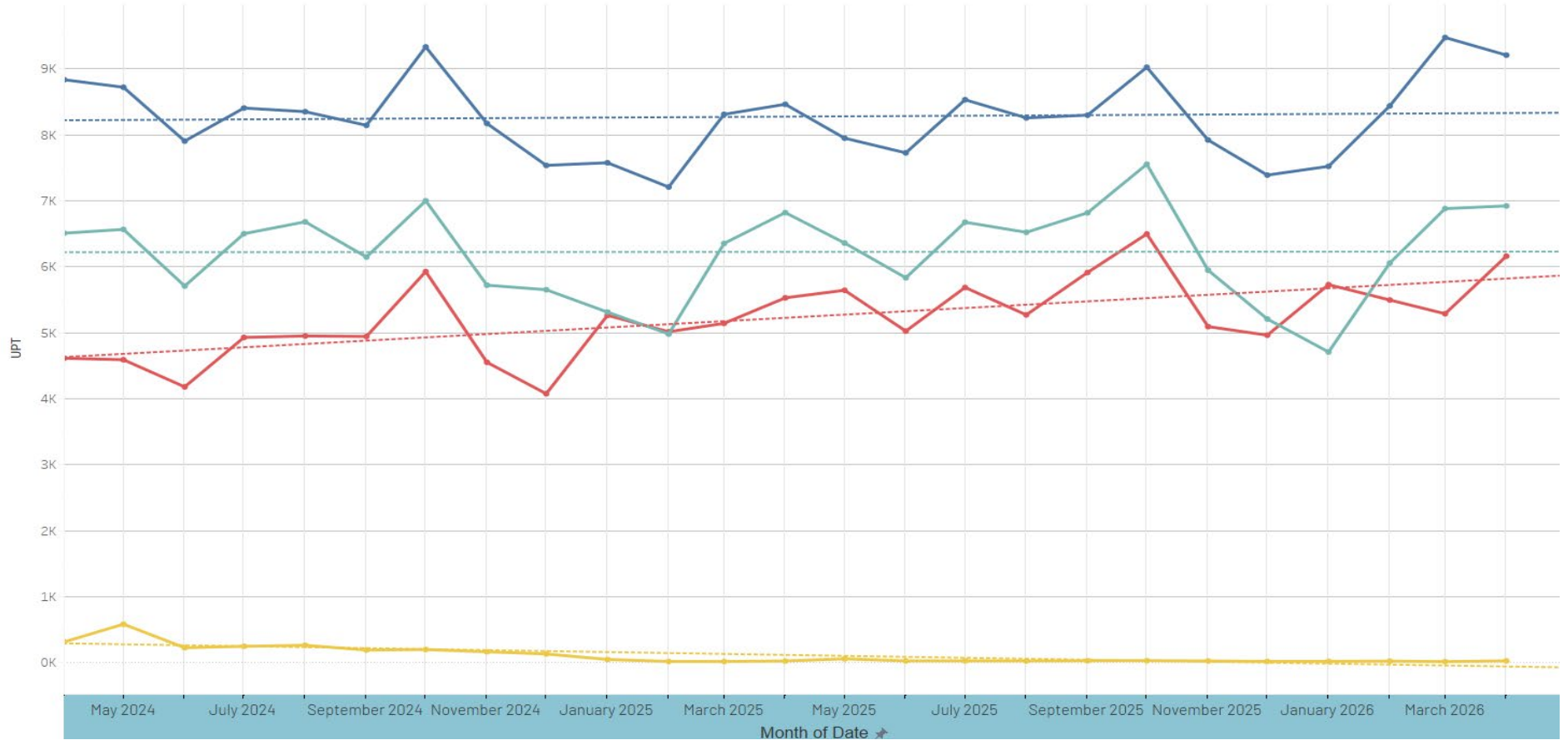


Originally the COVID trend graphic, this has been modified starting November 2024 to show a two year trend line per ridership, per service. This shows ridership trends from April 1, 2024 to April 30, 2026.

Board Reporting Category

- ADA
- Demand Response
- Commuter Bus
- Agency (Public)

Jaunt Two Year Trend Lines Per Service - UPT



FY26 ADA Compliance Report - June 10, 2026 Board Meeting

Item	FY25				FY26										Average Monthly		Percent Difference
	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-26	Dec-26	Jan-26	Feb-26	Mar-26	Apr-26	FY25 Full	FY26 YTD	
ADA Unlinked Passenger Trips	8,311	8,463	7,950	7,727	8,532	8,257	8,298	9,024	7,922	7,390	7,523	8,439	9,475	9,208	8,098	8,407	3.8%
All Demand Response UPT	14,684	15,312	14,371	13,589	15,237	14,808	15,148	16,611	13,898	12,620	12,255	14,522	16,375	16,160	14,342	14,763	2.9%
ADA Revenue Miles	35,948	36,278	36,171	34,659	38,641	36,746	36,919	38,567	33,958	32,582	31,855	35,341	39,839	41,877	35,908	36,633	2.0%
All Demand Response Revenue Miles ^	93,096	98,735	94,597	89,667	101,314	99,284	98,704	105,875	85,432	79,875	73,423	88,901	98,558	97,443	92,722	92,881	0.2%
ADA Revenue Hours	3,030	3,214	3,058	2,837	3,224	3,209	3,449	3,767	2,965	2,831	2,320	2,989	3,426	3,283	3,029	3,146	3.9%
All Demand Response Revenue Hours ^	6,244	6,370	6,231	5,878	6,532	6,230	6,574	7,153	6,172	6,113	5,453	6,345	7,142	7,132	6,350	6,485	2.1%
ADA No Shows	251	244	238	237	242	271	289	303	556	292	264	4	279	338	237	284	19.7%
All Demand Responses No Shows	482	445	424	408	423	507	519	513	908	505	416	7	517	541	441	486	10.2%
ADA Missed Trips	3	3	1	2	3	3	12	11	8	4	4	5	5	4	3	6	91.4%
All Demand Responses Missed Trips	5	6	5	4	7	6	13	15	12	8	8	7	7	7	6	9	47.9%
ADA Denials	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0%
All Demand Responses Denials	29	46	26	53	35	32	9	4	8	6	1	2	9	1	41	11	-73.8%
ADA On Time Performance	91%	87%	87%	85%	87%	83%	81%	80%	87%	88%	88%	84%	86%	83%	90%	85%	-5.8%
All Demand Responses OTP	91%	88%	87%	86%	87%	84%	83%	84%	89%	89%	88%	86%	88%	86%	90%	86%	-4.2%
ADA Passenger Complaints	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0.00	0.30	0.0%
ADA Lifts Determined Inoperable	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0.08	0.10	20.0%
ADA Passenger Incidents/Accidents	2	0	0	0	0	0	0	0	1	1	0	0	0	0	0.67	0.20	-70.0%
ADA Vehicle Accidents	1	5	0	0	5	2	0	1	1	3	4	3	0	3	1.42	2.20	55.3%
Excessively Long ADA Trips	31	38	18	30	21	31	36	48	47	26	27	42	36	31	26	35	34.4%
Demand Response Reservations Hold Times	3:59	6:12	10:24	12:33	7:19	5:54	11:13	5:58	4:45	17:06	15:38	11:14	12:01	12:47	8:40	10:23	19.9%

^ DR Revenue Hours & Miles don't include NA trips, but does include Agency (Public) trips. NA trips are not reported to NTD/DRPT

YTD FY26	FY25	Metric
57%	56%	Percentage of ADA Trips of all Demand Response Trips
39%	39%	Percentage of ADA Revenue Miles of all Demand Response Revenue Miles
49%	48%	Percentage of ADA Revenue Hours of all Demand Response Revenue Hours
3.4%	2.9%	Percentage of ADA No Shows of all ADA Trips
3.3%	3.1%	Percentage of Demand Response No Shows of all Demand Response Trips
0.07%	0.04%	Percentage of ADA missed trips of all ADA Trips
0.06%	0.04%	Percentage of all Demand Response Missed Trips of all DR Trips
0.00%	0.00%	Percentage of ADA Denials of all ADA Trips
0.1%	0.3%	Percentage of Denials of all Demand Response Trips
85%	90%	Percentage of ADA trips that were on time of all ADA Trips
86%	90%	Percentage of Demand Response trips that were on time of all DR Trips
0.41%	0.32%	Percentage of Excessively long ADA trips of all ADA Trips made
10:23	2:18	Yearly Average Response Reservations Hold Times

June 2026 CEO Report

We've had a nice long spring here at Jaunt but it is heating up now in June. Did you know we supply our operators with additional hydration throughout our service area whenever heat indexes top 100 degrees? This is just one of the ways we stay People first at Jaunt. This month we will be observing Juneteenth on Friday June 19th. Many of our staff will be off that day, and services will be limited. June is Pride Month in the U.S. and we continue our efforts to make Jaunt a place where everyone can thrive. Reservations reflects the spirit of every season. Check out the décor during your visit to the Board meeting. Additionally, June is a time when we provide special recognition to Alzheimer's and Brain Awareness Month and Father's Day. Finally, Our Employee of the Month is Jonathan Thompson. Jonathan garnered lots of praise from colleagues and passengers. Thank you for all you do.

We continue to have good success adding bus operators. Shyqueen Mitchell has joined the team as our Senior Director of Operations. She comes with experience in NYC and expertise in scheduling and dispatching. We are in the process of hiring a new operations team member to lead safety and our team of road supervisors. Heather Marcel and Diantha McKeel have been appointed by the Albemarle County Board of Supervisors. Welcome Heather and Diantha! All 14 Board positions are currently filled.

I am asking the Board to act on several items this month:

1. Approve the budget for Fiscal Year 2027
2. Reschedule the August Board Meeting
3. Approve Operator Handbook
4. Reapprove the participation in the State Safety Plan
5. Approve Financial and Grants Management Policy

Recent Activity Highlights:

In April I traveled to Alexandria and helped officiate the CTAV Roadeo. It was a great experience and I saw the passion of bus operators from around the State. I also learned A LOT about wheelchair securement. I hope we have a team ready to compete next year! I traveled to Fredericksburg with Missy, Andy, and Jason for professional development, industry updates, and networking at the Virginia Transit Association conference. We tied for first at a local trivia contest and lost in a scandalous tie breaker.

We have recently been featured on the radio and television with stories about our new scheduling software and the launch of our new brand. Speaking of new branding make sure to check out our incredible new bus design when you are on site next week. Our vibrant new colors and friendly design are getting lots of praise. We have revamped the website to reflect our new branding and added new pages to highlight the Ride Jaunt App and Our Partners.



Milton has been very busy posting on all of our social media platforms. Like and follow us on Facebook, Instagram, and LinkedIn if you are a user of those platforms.

DRPT has recommended Jaunt receive all of the funding we requested in FY2027 in their SYIP (Six Year Improvement Plan). We all hope that funding will be preserved when legislators finally hammer out a budget. Our requests will include new equipment in the shop, new vehicles (including minivans for the first time), and three demonstration projects! The demonstration projects will allow us to establish a CONNECT route for Greene County, and establish two midday service routes – one for Fluvanna and one for Louisa. The Transit Service Delivery Advisory Committee has been deliberating new formulas to fund providers for the last year. There was concern that a rushed product would be voted on in late 2025. Fortunately, a more deliberate but paced approach, and the outlook of a new administration, has led to a process with more engagement and I am projecting modest but more positive outcomes for Jaunt.

On June 3rd I presented to the Albemarle County Board of Supervisors. We were able to share a comprehensive update on Jaunt with two new elected officials, and I believe every member learned something new about how we are growing and evolving at Jaunt during the presentation. I am in the process of scheduling contacts in Fluvanna, Greene, and Louisa later this summer.

Just a reminder that I will be out of the country from June 17-July 5. I can be reached, but may be slower to respond. Missy Corbin will be the primary point of contact for the Board of Directors in my absence.

Strategic Goals Update:

ADA Contract – We are engaged in regular coordination meetings. I anticipate an update on June 12, 2026.

CARTA –The transit plan prioritization process is steadily advancing. Transit providers will participate in recommendation updates on July 15th. We expect the study to be completed by September. Jaunt services were represented well in the first draft of the recommendations. However, the next phase will give more consideration to funding and authority of CARTA. That may influence the prioritization for the final report.

Employee Performance and Development – We are on track for formal feedback for all employees during August and September of 2026.

Microtransit Pilot – We have learned a lot from our pilot program. We have not realized all of the efficiencies possible because we are running two software products concurrently. In general, operationally the software could meet our longer-term needs. There are still numerous improvements we need to see on the reporting components.

Scheduling Software – The procurement process continues through the transit partner consortium we have joined.

Living Our Values:

PEOPLE: Jeania Pace has recently gone above and beyond to make sure we celebrated our employees at the May picnic. Jeania also ensures that our hiring processes run efficiently for our staff and highlights what a great employer Jaunt can be for our candidates. We appreciate you, Jeania!

SERVICE: Shanika Howard has received multiple unsolicited comments from passengers in the past few weeks. Public service is what we do, and Shanika understands the mission!

CONNECTION: Milton Steppe has been spreading the word about our work at Jaunt with posts and press releases but also by representing us at a number of community events where we can interact with potential new riders and family members. Great job Milton!

As always thank you, you are appreciated!

Be well - Mike

Board Meeting

June 10, 2026

JAUNT
People. Service. Connection.

Milestone

J AUNT People.
Service.
Connection.

A new look for the next 50 years.

We're celebrating 50 years of connecting people and communities across Central Virginia, and launching a brand that reflects who we've always been at heart.

Thank you for riding
with us since 1975.



Same commitment.
Bright future.
Let's go, together.



People

We put people first: our riders, our team, and our community.



Service

Reliable, accessible transportation you can count on.



Connection

Linking to communities, opportunities and to one another.

Ride Jaunt

Get Picked Up in an hour or less

Now you can book, manage, and track your rides right from your phone. With the launch of **Greene Today**, riders traveling within Greene County can enjoy faster service, including same-day rides (**starting the 14th**). Trips must begin and end within the zone (see map below).

- ✓ **Track Ride in Real Time:** See your vehicle's location and get your driver's exact arrival time.
- ✓ **Get Instant Notifications:** Receive automated alerts including:
 - A reminder 10 minutes before arrival
 - A notification when the vehicle has arrived
- ✓ **Access Anywhere:** Use the secure portal on your phone, tablet, or desktop.

Need help getting started?

Call (434) 296-3184 to set up your account.

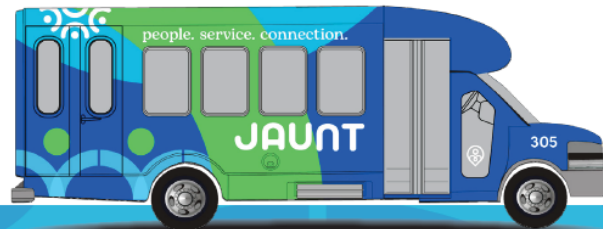


Greene Today Zone

JAUNT

Introducing Jaunt's new app: Ride Jaunt

Experience a better way to travel. Use our mobile app for full trip control - or call (434) 296-3184 to book your ride.



Ready to book?

- Download the Ride Jaunt App
- Call us at (434) 296-3184



Website Launch

Careers

At Jaunt, our team shows up every day with a shared mission to connect people to the places that matter most. Whether it is getting to work, medical appointments, grocery stores, or time with friends and family, we believe transportation is essential to a thriving community, and we are proud to make it accessible.

Our employees are the heart of everything we do. We foster a collaborative, supportive environment where ideas are welcomed, growth is encouraged, and every role makes a real impact. A career at Jaunt is more than just a job. It is an opportunity to serve your community while building a meaningful and rewarding future.

Learn more about the [values and culture](#) that guide how we serve our riders, support our team, and connect our community.

Benefits

Health and Wellness

- * Medical, dental, and vision insurance
- * Flexible Spending Account (FSA) options
- * Gym membership reimbursement up to \$30 per month
- * Employee Assistance Program

Financial Security

- * Competitive pay starting at \$25.54 per hour for CDL drivers
- * Retirement plan with employer contribution and match
- * Life insurance & accidental death & dismemberment coverage
- * Long term disability insurance
- * Voluntary Affac benefits

Time Off and Flexibility

- * Generous paid leave accrual
- * Monthly vacation and sick leave
- * Two personal days each year
- * Ten paid holidays

Growth and Opportunities

- * Paid training
- * Employee referral program
- * Professional development opportunities

Make a Reservation: (434) 296-3184 or email trips@ridejaunt.org

Reservations are accepted Monday through Friday from 8:30 a.m. to 5:00 p.m. If you're a first-time rider, please [\(434\) 296-3184](tel:434-296-3184). Our friendly staff will set up your rider account, answer your questions, and share tips to make scheduling your ride easier.

Proudly Serving

- Albemarle
- Buckingham
- City of Charlottesville
- Fluvanna
- Greene
- Louisa
- Nelson



Regional Connections — Powered by Jaunt

JAUNT Provides curb-to-curb demand-response service in the counties of Buckingham, Fluvanna, Louisa, Greene, Nelson, and rural Albemarle. Also provides ADA paratransit service in the City of Charlottesville and urban Albemarle.



Provides fixed-route commuter service to UVA and downtown Charlottesville from Crozet, 29 North, Buckingham, and Lovingson. Reservations are not required to ride, just show up at the advertised stop and time.

[Learn About CONNECT](#)



We'd love to hear from you!
[Please provide feedback about your experience](#) →

Our Partners

Connecting people and communities takes teamwork.

Jaunt partners with local governments, public agencies, transit providers, and regional organizations to support safe, accessible, and reliable transportation across Central Virginia.



People



Service



Connection

JAUNT

State & Regional Transportation Partners



Virginia Department of Rail and Public Transportation

Supports and funds public transportation investments across Virginia

[Visit Website](#) →



Thomas Jefferson Planning District Commission

Regional planning, data, and coordination for sustainable communities

[Visit Website](#) →



Charlottesville Area Transit (CAT)

[Visit Website](#) →



University Transit Service (UVA)

[Visit Website](#) →

Local Government Partners



Albemarle County

[Visit Website](#) →



Buckingham County

[Visit Website](#) →



City of Charlottesville

[Visit Website](#) →



Fluvanna County

[Visit Website](#) →



Greene County

[Visit Website](#) →



Louisa County

[Visit Website](#) →



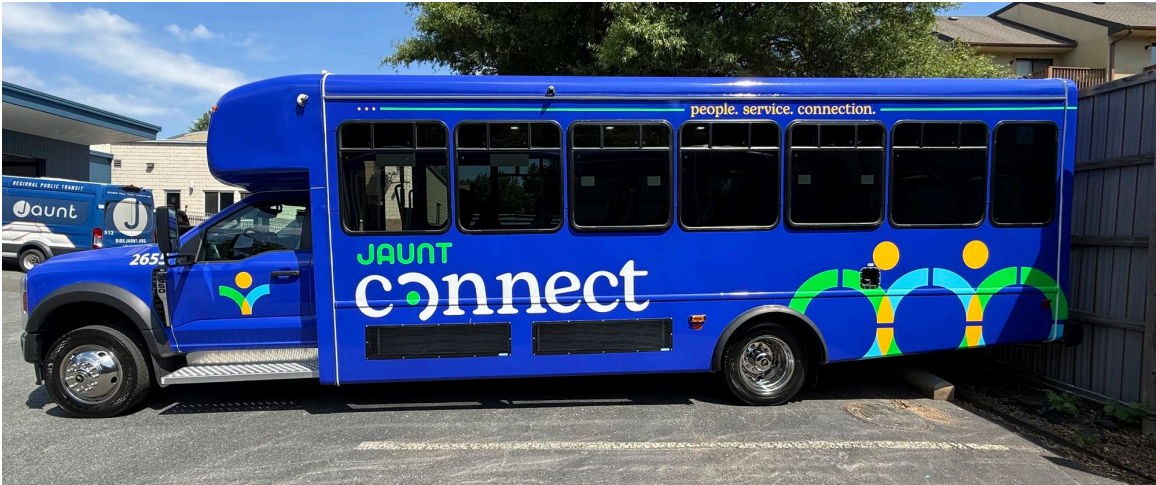
Nelson County

[Visit Website](#) →

<https://ridejaunt.org>

Brand Update

The new Connect buses have arrived!

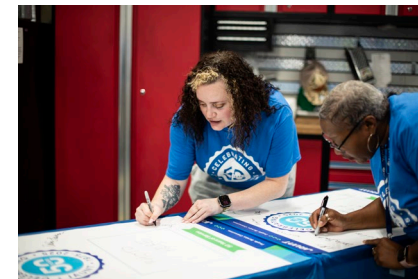


VTA Conference – May 2026



Celebrating 50 years of Jaunt!

Employees gathered on May 27 for a fun-filled cookout to reflect on our history, recognize our achievements, and enjoy time together as one team.



Celebrating 50 years of Jaunt!





Thank You!

RideJaunt.org

JAUNT

ACRONYMS AND DEFINITIONS

- **ACFR:** Albemarle County Fire Rescue
- **ADA:** Americans with Disabilities Act
- **AE:** Accountable Executive
- **AED:** Automated External Defibrillator
- **AHS:** Albemarle High School
- **APTA:** American Public Transportation Association
- **APC:** Automated Passenger Counter
- **ARC:** Arc of the Piedmont
- **AV:** Autonomous vehicle
- **BMP:** Best Management Practice
- **BOC:** Body-on-Chassis
- **BOS:** Board of Supervisors
- **BRT:** Bus Rapid Transit
- **BRHD:** Blue Ridge Health District
- **CARS:** Charlottesville-Albemarle Rescue Squad
- **CAT:** Charlottesville Area Transit
- **CB:** Commuter Bus
- **CCTV:** Closed-Circuit Television
- **CDL:** Commercial Driver's License
- **CEO:** Chief Executive Officer
- **CFD:** Charlottesville Fire Department
- **CHO:** Charlottesville-Albemarle Airport
- **CHS:** Charlottesville High School
- **CIP:** Capital Improvement Program
- **CFR:** Code of Federal Regulations
- **CLRP:** Constrained Long-Range Plan
- **CMAQ:** Congestion Mitigation and Air Quality
- **COOP:** Continuity of Operations Plan
- **CPR:** Cardio-Pulmonary Resuscitation



- **CSO:** Chief Safety Officer
- **CTAA:** Community Transportation Association of America
- **CTAC:** Citizen’s Transportation Advisory Committee
- **CTAV:** Community Transportation Association of Virginia
- **CTB:** Commonwealth Transportation Board
- **CTF:** Commonwealth Transportation Fund
- **D&A:** Drug and Alcohol
- **DDI:** Diverging Diamond Interchange
- **DMV:** Department of Motor Vehicles
- **DO:** Directly Operated
- **DOT:** Department of Transportation
- **DR:** Demand Response
- **DRPT:** Virginia Department of Rail and Public Transit
- **DVIR:** Daily Vehicle Inspection Report
- **DVR:** Digital Video Recorder
- **EOP:** Emergency Operations Plan
- **EPA:** Environmental Protection Agency
- **ESF:** Emergency Support Function
- **ETA:** Estimated Time of Arrival
- **EV:** Electric Vehicle
- **FEMA:** Federal Emergency Management Agency
- **FHWA:** Federal Highway Administration
- **FMCSA:** Federal Motor Carrier Administration
- **FR:** Fixed Route Service
- **FTA:** Federal Transit Administration
- **FY:** Fiscal Year
- **HOS:** Hours of Service
- **HUD:** Housing and Urban Development, U.S. Department of
- **ICS:** Incident Command System
- **ISR:** Internal Safety Review

- **IT:** Information Technology
- **JARC:** FTA Job Access and Reverse Commute Program
- **Jaunt:** not an acronym, just Jaunt
- **JPA:** Jefferson Park Avenue
- **LEPC:** Local Emergency Planning Committee
- **LMS:** Learning Management System
- **LRTP:** Long Range Transportation Plan
- **LR:** Light Rail Transit
- **MAACA:** Monticello Area Community Action Agency
- **MAP-21:** Moving Ahead for Progress in the 21st Century
- **MDC:** Mobile Data Computer
- **MDT:** Mobile Data Terminal
- **MJH:** Martha Jefferson Hospital
- **MMIS:** Maintenance Management Information System
- **MPO:** Metropolitan Planning Organization
- **NGIC:** National Ground Intelligence Center
- **NIMS:** National Incident Management System
- **NS:** No Show
- **NTD:** National Transit Database
- **OE:** Operating Expense
- **OJT:** On-the-Job Training
- **OSHA:** Occupational Safety and Health Administration
- **OTP:** On-time Performance
- **PACE:** Program of All-Inclusive Care for the Elderly
- **PASS:** Passenger Service and Safety; for fire extinguisher use – point-aim-squeeze-sweep
- **PASS:** Passenger Assistance, Safety and Sensitivity
- **PCA:** Personal Care Attendant
- **PM:** Preventative Maintenance
- **PMT:** Passenger Miles Traveled
- **POV:** Personally Owned/Operated Vehicle

- **PT:** Purchased Transportation
- **PTASP:** Public Transportation Agency Safety Plan
- **PTSCTP:** Public Transportation Safety Certification Training Program
- **Rideshare:** Free carpool matching service for the City of Charlottesville and Albemarle, Fluvanna, Louisa, Nelson, and Greene counties
- **RLRP:** Rural Long-Range Transportation Plan
- **RTA:** Regional Transit Authority; also Rail Transit Agency
- **RTP:** Regional Transit Partnership
- **SA:** Safety Assurance
- **SAFETEA-LU:** Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation governing the metropolitan planning process)
- **Section 5307:** FTA Urbanized Area Formula Grants
- **Section 5310:** FTA Enhanced Mobility of Seniors and Individuals with Disabilities Grants
- **Section 5311:** FTA Formula Grants for Rural Areas
- **Section 5337:** FTA State of Good Repair Program
- **SGR:** State of Good Repair
- **SMP:** Safety Management Policy
- **SMS:** Safety Management System
- **SP:** Safety Promotion
- **SRM:** Safety Risk Management
- **SOV:** Single Occupant Vehicle
- **STIC:** FTA Small Transit Intensive Cities Formula (Section 5307)
- **STIP:** Statewide Transportation Improvement Plan
- **SYIP:** Six-Year Improvement Plan
- **TAM:** Transit Asset Management
- **TCRP:** Transit Cooperative Research Program
- **TDP –** Transportation Development Plan
- **TIP:** Transportation Improvement Plan
- **TJPCD:** Thomas Jefferson Planning District
- **TRB:** Transportation Research Board

- **TSA:** Transportation Security Administration
- **TSSP:** Transportation Safety and Security Professional
- **TWG:** Technical Working Group
- **UPT:** Unlinked Passenger Trips
- **UTS:** University Transit System
- **UVA:** University of Virginia
- **UZA:** Urbanized Area
- **VAMS** - Vehicles Available for Maximum Service
- **VEC:** Virginia Employment Commission
- **VGA:** Virginia General Assembly
- **VIB:** Virginia Industries for the Blind
- **VMT** – Vehicle Miles Traveled
- **VP:** Vanpool
- **VRH:** Vehicle Revenue Hours
- **VRM:** Vehicle Revenue Miles
- **VOMS:** Vehicles Operated in Annual Maximum Service
- **VTA:** Virginia Transit Association
- **WC:** Wheelchair

Glossary for Jaunt's ADA Monthly Performance Summary

The Americans with Disabilities Act (ADA) The [Americans with Disabilities Act \(ADA\)](#) prohibits discrimination against people with disabilities in several areas, including employment, transportation, public accommodations, communications and access to state and local government' programs and services. Source: US Department of Labor

Jaunt's ADA Monthly Performance Summary report includes metrics for both Jaunt's ADA Service and the sum of all Demand Response service Jaunt performs (including ADA). Rows labeled as "ADA" are those pertinent to Jaunt's ADA Service.

Unlinked Passenger Trip – Passenger travels one-way; picked up from one destination, transported, and dropped off at a different destination. If a passenger books round-trip transportation to a destination and back home, that is two unlinked passenger trips. If the passenger transfers as part of their trip, each time they transfer marks the beginning of a new unlinked trip (this is more common for fixed-route transit). Source: National Transit Database

Revenue Miles – The miles that a vehicle is available to the general public and there is an expectation of carrying passengers (NTD Glossary). Vehicle revenue miles are calculated as the miles traveled between the first pickup after leaving the depot and the last drop-off before returning to the depot, excluding breaks and travel to/from breaks. Vehicle revenue miles are allocated to individual demand response trips in proportion to passenger ride distance. Source: Jaunt

Revenue Hours – The hours that a vehicle travels while in revenue service. Source: NTD Glossary

Vehicle revenue hours are calculated as the time between the first pickup after leaving the depot, or starting location, and the last drop-off before returning to the depot, excluding breaks and travel to/from breaks. Vehicle revenue hours are allocated to individual demand response trips in proportion to passenger ride time. Source: Jaunt

No-Show: A no-show occurs when a Jaunt vehicle arrives at the scheduled location, per GPS/AVL, within the 25-minute pickup window (15 minutes before the scheduled time to 10 minutes after the scheduled time) and the rider fails to appear to board the vehicle within a five-minute wait time. Source: Jaunt

Missed Trips – A missed trip occurs when a Jaunt bus arrives outside of the 25-minute pick up window (15 minutes before the scheduled time to 10 minutes after the scheduled time) and the passenger chooses not to ride. A missed trip is not counted against a passenger because it was Jaunt's error. If the passenger is unavailable or no longer wishes to ride, a "Missed Trip No-Show" is recorded. If the passenger rides with Jaunt regardless of the arrival time, or finds alternative transportation, a "Missed Trip but Transported" is recorded. When a passenger has additional trips scheduled after a missed trip, Jaunt will work with the customer to see if they still plan to take those trips. Jaunt strives to minimize Missed Trips to the greatest extent possible.

Missed trips, which are caused by agencies and not by riders, result from trips that are requested, confirmed, and scheduled, but do not take place

because:

- The vehicle arrives and leaves before the beginning of the pickup window without picking up the rider and without any indication from the rider that he or she no longer wants to make the trip. Note that a rider is not obligated to board until the beginning of the pickup window or—for transit agencies that have a 5-minute wait-time policy—from the start of the pickup window until 5 minutes have elapsed.
- The vehicle does not wait the required time within the pickup window, there is no contact with the rider, and the vehicle departs without the rider. Note that if during the wait time the rider indicates he or she no longer wants to take the trip, this is typically recorded as a “cancel at the door.”
- The vehicle arrives after the end of the pickup window and departs without picking up the rider (either because the rider is not there or declines to take the trip because it is now late).
- The vehicle does not arrive at the pickup location.

Source: FTA C 4710.1

A transit agency cannot have substantial numbers of trip denials and missed trips, as they are also considered capacity constraints and are not permitted under FTA ADA Circular § 37.131(f)(3)(i)(B).

Denials—Trip denials result when agencies do not accept trip requests.

Examples of trip denials include:

- A rider requests a next-day trip and the transit agency says it cannot provide that trip.
- A rider requests a next-day trip and the transit agency can only offer a trip that is outside of the 1-hour negotiating window. This represents a denial regardless of whether the rider accepts such an offer.
- A rider requests a round-trip and the agency can only provide one leg of the trip. If the rider does not take the offered one-way trip, both portions of the trip are denials. Source: 8.5.4 of the FTA ADA Circular C_4710.1:

Per § 37.131(b)(2), while a transit agency may negotiate pickup times with the individual, it may not require an ADA paratransit eligible individual to schedule a trip to begin more than 1 hour before or after the individual’s desired departure time.

If Jaunt is unable to provide an ADA trip at the requested time, an alternative time will be offered 60 minutes before or after the requested time. Source: Jaunt

On-Time Performance – The percentage of passenger events performed where a rider arrived within the customer’s established time window(s). For most trips, this just refers to the 25-minute pickup window, but some trips also have a specified drop-off window, such as to reach a medical appointment on-time. In those cases, the pickup and drop-off are counted as two separate events for calculating on-time performance.

Note: FTA considers pickups as on time when a driver arrives at the pickup location within the established pickup window.

- Early – FTA considers pickups early if a driver arrives and departs with the rider before the established pickup window begins.
- Late – FTA considers pickups late if a driver arrives after the end of the established pickup window and the rider boards the

vehicle. Source: 8.5.4 of the FTA ADA Circular C_4710.1:

ADA Passenger Complaints – An ADA complaint is when an individual (verbal or written) who has been certified as an ADA rider, indicates that the service provided is inaccessible to someone with a disability or someone with a disability has been denied service due to discrimination of the disability. This measures Jaunt’s adherence to the ADA regulations. Source: Jaunt

Lifts Determined Inoperable – The number of times a vehicle was put into service with a lift that was inoperable that prevented Jaunt from providing service to the rider that required the lift for transport. Source: Jaunt

ADA Passenger Incidents/Accidents – Accidents or incidents that result in an injury to a passenger who is ADA certified. Source: Jaunt

ADA Vehicle Accidents – Accidents that resulted in monetary damage of any size or a service disruption to a vehicle being used for ADA service. Source: Jaunt

Excessively Long ADA Trips – It is important to understand that “excessive” is in comparison to the time required to make a similar trip using the fixed route system; while a 1-hour travel time for a 5-mile complementary paratransit trip may seem excessive in the abstract, if the same trip takes an hour using the fixed route system, it is comparable, not excessive. Complementary paratransit service is by nature a shared-ride service. The standard of service is not intended to reflect that of a taxi service, which typically transports passengers directly to their destination. Source: Section 8.5.5 of ADA circular C_4710.1:

Call Hold Times – Average length of time a caller is placed on hold while scheduling a demand response trip. Source: Jaunt