



Meeting Minutes Management / Financial Advisory Committee of Hampton Roads Transit

Monday April 20, 2026, 1:30 p.m. **In-Person**
2nd floor Board Room, 509 East 18th St. – Norfolk, VA
Zoom Teleconference for Non-Committee Members and Guests

Call to Order

Lisa Cipriano of the City of Newport News called the MFAC meeting to order which began at 1:30 pm.

Roll Call was taken for the meeting and resulted in a quorum.

Committee Members in attendance

Lisa Cipriano – Newport News
Constantinos Velissarios – Newport News
Angelique Shenk – Hampton
Enzo Lundy – Chesapeake
Hank Morrison – Virginia Beach
John Stevenson – Norfolk

Committee Members in virtual attendance

Avery Daugherty – DRPT
Brian DeProfio – Hampton
James Burke – Portsmouth
Laura Fitzpatrick – Chesapeake
Jamik Alexander – Virginia Beach

Hampton Roads Transit Staff in attendance

E. Noelle Pinkard, Organizational Advancement Officer
Angela Glass, Chief Financial Officer
Ashley Johnson, Director of Budgets and Financial Analysis
Jessika Jemmott, Director of Finance
Adrian Tate-Baker, Assistant Director of Finance
John Powell, Telecommunications Specialist
Karen Kitsis, Chief Plan & Develop Officer
Kim Wolcott, Chief Human Resources Officer
Brenda Green, Accounting Supervisor
Malika Blume, Director of Internal Audit
Benjamin Simms, Chief Transit Operations Officer
Amy Braziel, Director of Contracted Services and Operational Analytics
Shane Kelly, Sr. Manager of Security Services
Kevin Shaw, Director of Bus Maintenance



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Hampton Roads Transit Staff in virtual attendance

Alexis Majied, Chief Communications and External Affairs Officer
Blue Bell, Budget Analyst
Dawn Sciortino, Chief Safety, Risk, and Emergency Management Officer
Dudley Clarke, Contract Budget Analyst
Gavin Dorsey, Budget Analyst
Hess Branch, Manager of Rail System
James Lyons, Sr. Staff Accountant
Justin Kahler, Grants Program Analyst
Keianna Harris, Executive Project Analyst
Keisha Branch, Director of Capital Programs
Micheal Price, Chief Information Officer/Chief Technology Officer
Misty Gordon, Risk Manager
Monique Battle, Ops Project & Contract Administrator
Robert Travers, Attorney
Shleaker Rodgers, Staff Auditor
Sibyl Pappas, Chief Engineering and Facilities Officer
Sonya Luther, Director of Procurement
Tammara Askew, Sr. Data Analyst
Toni Hunter, Staff Auditor
Tresha White, Data Analyst II
Trevia Taylor, Sr. Manager of Scheduling

Others in virtual attendance

Angela Hopkins, City of Newport News
Shelia McAllister, City of Newport News
Hunter Anderson, City of Virginia Beach
Brian Hostetter, City of Norfolk
Karl Daughtry, City of Hampton
Jeff Raliski, HRTPO
Lisa Giaffo, Osmosis

The following March 2026 MFAC documents were posted on the GoHRT.com website and distributed electronically to Committee members. The meeting package includes:

- Agenda – March 23, 2026
- Meeting Minutes – March 23, 2026
- Financials – February 2026



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Approval of Meeting Minutes

Enzo Lundy, City of Chesapeake, made a motion to approve March 23, 2026, meeting minutes. Hank Morrison, City of Virginia Beach, properly seconded. March 23, 2026, meeting minutes were approved by unanimous vote noting a request to add the Preliminary Operating Budget Q & A Review as part of the minutes.

March 2026 FY2026 Financial Report

Angela Glass presented the March Financial Report in detail.

Discussion included:

- Farebox recovery calculation for Free Fare Days
- Free Fare Days and Inclement Weather Days
- Contract services
- RTS services
- Fuel usage
- DRPT draws
- Line of credit

Budget Projection Update

Angela Glass presented the Budget Projection Update in detail.

Discussion included:

- Non-transportation revenue
- 4th Quarter spending trend
- Historical cost per hour trends

FY2027 Preliminary Operating Budget Update

Angela Glass stated that questions 7 & 9 were answered under the Budget Projection Update and that the remaining questions would be answered prior to the May MFAC meeting.

Old Business

The following old business was discussed with the Committee:

- Monthly Balance Sheet – Angela Glass stated the anticipated timeframe is June 2026 to correlate to the FY2025 audit completion.
- Audit Status – FY2025 – Angela Glass stated the auditors started fieldwork last Monday. The estimated completion is June 2026.
- FY2023 & FY2024 Reconciliation Letters Update – Checks for the 4 municipalities that requested cash refunds will be issued the 1st week of July; Norfolk and Portsmouth will receive a credit.



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- Project Reconciliation Report (WSP) – Angela Glass stated that the presentation was attached to the meeting invitation and printed as hard copy.
- Grant Report – Angela Glass stated the goal is to get a more robust report together and then present quarterly.
- HR Position Update – Kim Wolcott presented the HR Position Update in detail.
- SOP Status Update – Karen Kitsis stated that the outreach phase has been completed. SOP adoption is targeted for May 2026 to have time to review the additional input. Karen detailed the following next steps:
 - April 23, 2026: Specific route-level comments and responses available
 - May 1, 2026: Draft SOP report
 - May 8, 2026: Comments due on draft SOP
 - May 22, 2026: Final SOP report
 - May 28, 2026: Commission adoption
- General Assembly Update – E. Noelle Pinkard provided updates on the President proposed budget, THUD HRT Community Project Funding appropriation request, HJ28, HB1241, HB564/SB583 (will send fact sheet to committee afterwards), and HB200.
- Pending Action Items –
 - Revenue Expense Reconciliation of Capital Projects
 - Transfers – Fare Policy Review
 - Fund Structure Report

New Business

- New Gate Process – requires HRT IDs to be scanned or names to be on a list for entry. Pilot process will start on 4/27/2026.
- Budget Adoption Process – Lisa Cipriano provided a handout of the suggested resolution.

Upcoming Meetings

- Tuesday, May 26, 2026 — Regular MFAC Meeting, Hampton
- Monday, June 22, 2026 — Regular MFAC Meeting, Norfolk

Adjournment

The meeting was adjourned at 3:21 pm.