



Jeremy Peterson, CEO

Erie Metropolitan Transit Authority
Minutes
August 30, 2021

BOARD MEMBERS present via ZOOM:

Dave Robinson, Chair
Jessica Molczan, Vice Chair
Ashley Lawson, Secretary/Treasurer
George Willis
Tom Bly
Lyn Twillie-Darby
Ben Wilson
Julie Barry
Gyan Ghising

STAFF PRESENT:

Jeremy Peterson, CEO
Ed Torres
Vicky Takach
Joyce Butts
Dani Duran
Erica Nowak
Melissa Gibbons

GUEST ATTENDANCE:

Marnie
Kathy Schaaf
814-452-2801
814-452-2801
Jake
deb
Emily Aloiz
John's iPhone
Marty H.
Leonardo James

IN ATTENDANCE VIA ZOOM:

Attorney, Jill Nagy 8574

CALL TO ORDER:

Dave Robinson called the meeting to order. No time given.

APPROVAL OF THE AGENDA FOR AUGUST 30, 2021:

Dave Robinson called for the review and approval of the AGENDA for the AUGUST 30, 2021 meeting. Ashley Lawson made a motion to approve the AGENDA as printed. George Willis seconded. Carried unanimously.

APPROVAL OF THE MINUTES FOR JULY 26, 2021:

Dave Robinson called for the review and approval of the MINUTES from the JULY 26, 2021 meeting. George Willis made a motion to approve the MINUTES as printed. Ashley Lawson seconded. Carried unanimously.

PUBLIC COMMENTS:

One Public Comment was received from Deb Spilko

From: Deb S <moonkat2014@gmail.com>
Sent: Friday, August 27, 2021 2:49:26 PM
To: emtamedia@ride-the-e.com <emtamedia@ride-the-e.com>
Subject: Face coverings

Hello,
In the event that face coverings are required for the foreseeable future, I would like to offer some input about increasing compliance among passengers. Drivers do what they can as passengers board, but can't be expected to drive and watch everyone especially when it is crowded or when slackers situate themselves so it's not as noticeable. On some routes this behavior can be, well, contagious, especially among younger people. Please advise as to individual(s) or committee with whom I could share input specific to face covering compliance.

Deb Spilko

CEO REPORT:

Jeremy Peterson reported the following issues and projects he has been involved with since the last Board Meeting.

- Meeting with Jenny Grainger, Sharon Knoll, and Kim Thomas regarding Local Match.
- Meeting with County Executive Kathy Dahlkemper on current EMTA status.
- Full fare service starts back today.
- There were 3400 extra riders during the free fare service.
- Erie School District started back today.

SOLICITOR'S REPORT:

Unable to record due to ZOOM meeting shut down.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE:

Unable to record due to ZOOM meeting shut down.

FINANCE COMMITTEE:

Vicky Takach provide the following update.

- June Preliminary Financials provided in the Board Packet.
- Pending Journal entries were needed for Audit.
- The first part of the Audit was conducted August 9th – August 13th.
- **FIXED Route Balance Sheet.**
 - Cash down from prior month.
 - Receivables is up.
 - On board with Accounts Receivable for State and Local funds that needed to get in for June 30th.
 - Increase in Grant Spending.
 - In the month of June, CARES Funds are being used to subsidize the LIFT shortfall for the Fiscal Year.
- **FIXED Route Income Statement**
 - Revenue for Fiscal Year ending June 30 was 1.3 million compared to 3.5 million last year June 30th.
 - Expenses year to date were 14.6 million compared to 17.6 million last year June 30th.
 - Deficit funded at 13.3 million compared to 14.1 million last year June 30th.
- **LIFT Balance Sheet**
 - Increase in Receivables for Medical Assistance funding.
 - Payable from Fixed Route is down using CARES Funds to assist the LIFT this Fiscal Year.
- **LIFT Income Statement**
 - Revenue was at 2.5 million compared to 3.8 million last year June 30th.
 - Expenses were at 4.1 million compared to 4.7 million last year June 30th.
 - Deficit for June 30th is at 1.6 million compared to 900,000 last year June 30th.
- **INTERMODAL**
 - Revenue for Fiscal Year 2021 was \$225,000 and Expenses were \$225,000.
 - Small loss and does not include depreciation, roughly \$400.
- Auditor's will be back reviewing September 6th – September 10th.

PERSONNEL COMMITTEE:

Lyn Twillie-Darby gave the following update.

- Job Fair at Shiloh Baptist church resulted in four (4) Applicant's with two (2) being potential LIFT Driver's.
- D & I training dates to be determined. It was noted that Jeremy Peterson and Jill Nagy spoke that operationally speaking, a training date in October would be best.
- Lyn Twillie-Darby questioned if the two (2) Applicant's were hired. Jeremy Peterson answered the two (2) Applicants are currently in the Interview process. Jeremy Peterson thanked Lyn Twillie-Darby for her efforts in doing the Job Fair, raising awareness in the Community that EMTA is actively hiring. Dave Robinson thanked Lyn Twillie-Darby for her efforts as well.
- Lyn Twillie-Darby questioned if payment was made for the Venue and Disc Jockey. Vicky Takach answered payment was made to the Disc Jockey. Chris Gerhart was unavailable to answer about payment to the Venue.

MARKETING COMMITTEE:

Ben Wilson mentioned he did see the news coverage on some of the Route changes.

Jeremy Peterson mentioned increase of bus service to the Universities and College's.

OPERATIONS COMMITTEE:

Jessica Molczan gave the following update.

- Fixed Route ridership June 62,000, July 77,000, August 80,000
- School trips started today and expecting an additional 1000 riders per day.
- New Route changes took effect this past Saturday.
- Additions to Routes to shorten wait times
- Changes were made to the following FIXED Routes.
 - Route 12 – No longer goes in to IMBC
 - Routes 22,31, and 32 have weekday service returned.
 - Route 3 Saturday time adjustments inbound.
 - Boscov is no longer a stop. It is now JCPenney.
 - The Food Court may be added as a stop in the future but currently is not one.
 - Route 18 had weekday service returned
 - Route 19 had service returned.
 - Route 17 had Tuesday, Wednesday, and Friday service returned.
 - Route 25,29, and 30 had route and time changes.
- Edinboro Loop has returned for Weekday and Saturday service.
- On site EMTA recruitment resulted in three (3) new LIFT Driver's trained and started.
- LIFT riders continue to increase at 67%.
- Julie Meyers, LIFT Operations Supervisor and Bob Kahler, Superintendent of FLEET Maintenance, traveled to Shepard Brothers bus manufacturer to inspect new buses. The new buses are expected to arrive by the end of 2021.
- Edinboro University students service launched with a system provide by the FIXED Route Driver's to augment the LIFT service.
- Molly Kohler, ECO Lane Manager, continues to implement changes to the ECO Lane system and implementing the IVR.
- Masking mandate has been extended on all EMTA buses to January 18, 2022.
- Free Fare service has ended.

PLANNING COMMITTEE:

No report.

NEGOTIATING COMMITTEE:

Jeremy Peterson provided seven (7) dates to Union Local 568 for CBA negotiations with no response.

CHAIRMAN'S REPORT:

Dave Robinson mentioned resuming in person Committee Meetings and a date was set for Wednesday September 8th from 4:00 p.m. – 6:00 p.m.

OLD BUSINESS:

Nothing to report.

NEW BUSINESS:

Nothing to report.

ADJOURNMENT:

Dave Robinson called for a motion to Adjourn. Ashley Lawson made a motion to Adjourn. Jessica Molczan seconded. Carried unanimously.

The next meeting will be held **September 27, 2021** via **ZOOM @ 4:00 p.m.**