



Erie Metropolitan Transit Authority
127 East 14th Street – Erie, Pennsylvania 16503

Jeremy Peterson, CEO

**Erie Metropolitan Transit Authority
Minutes
January 24, 2022**

BOARD MEMBERS present via ZOOM:

Ashley Lawson, Chair
Jessica Molczan, Vice Chair
Lyn Twillie-Darby, Secretary/Treasurer
Julie Barry
George Willis
Tom Bly
Ben Wilson
Shantel Hilliard

STAFF PRESENT:

Jeremy Peterson, CEO
Dave Robinson
Chris Gerhart
Vicky Takach
Ed Torres
Bob Kahler
Joyce Butts
Dani Duran
Erica Nowak
Matt Sanfilippo
Terry Thomson

GUEST ATTENDANCE:

Passle Helminski
Julie Minich
Dave's iPhone
Terry's iPhone
814.452.2801
Jasmine Flores
Emily Aloiz
Martin Halligan
Freda Tepfer
Marnie's iPhone

IN ATTENDANCE VIA ZOOM:

Attorney, Jill Nagy 8574

CALL TO ORDER:

Ashley Lawson, Chair, called the meeting to order.

APPROVAL OF THE AGENDA FOR JANUARY 24, 2022:

Ashley Lawson called for the review and approval of the AGENDA for the JANUARY 24, 2022, meeting. George Willis made a motion to approve the AGENDA as printed. Lyn Twillie-Darby seconded. Carried unanimously.

APPROVAL OF THE MINUTES FOR DECEMBER 13, 2021:

Ashley Lawson called for the review and approval of the MINUTES from the DECEMBER 13, 2021, meeting. Lyn Twillie-Darby made a motion to approve the MINUTES as printed. George Willis seconded. Carried unanimously.

PUBLIC COMMENTS:

Public Comments received from Deb Spilko, Freda Tepfer, Passle Helminski, Marnie, and Councilperson Jasmine Flores.

From: Deb S <moonkat2014@gmail.com>
Sent: Thursday, January 20, 2022 10:15 AM
To: EMTA Media <emtamedia@ride-the-e.com>
Subject: COMMENT TO BOARD

Riders need text and email alerts about changes (detours, new schedule, re-routes, stop issues, weather issues).

The My stop app, website, and FB page have alerts -- and that is good -- but text and email are much more effective at reaching people *where they already are*.

This is an easy and uncontroversial fix. Let us do this before another rider misses their bus because they did not know what was going on.

Respectfully submitted,
Deb Spilko admin
EMTA Riders Discussion Group
Bus Page

Freda Tepfer reported that her friend did not get the Zoom link after requesting it. Her friend was unable to get a route due to the route change and no notifications went out. Ed Torres took her call and was very responsive to her needs. Ed Torres will speak with the Dispatchers. Freda Tepfer asked the Board to restore Sunday service.

Passle Helminski reported MATP, and E & D meeting.

Marnie reported she waited an hour and a half for bus that did not come due to route change.

Councilperson Jasmine Flores reported the bus system needs to be more rider friendly.

CEO REPORT:

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

-Ribbon Cutting Ceremony June 14th.

-Meeting with Senator Casey

-Meeting with CEOs from Northwest Transit area to review Infrastructure bill on the \$72 Million dollar project, TOD space, build out funds, and strategic plan.

-HR Director vacancy. Search for a new HR Director underway.

SOLICITOR'S REPORT:

Report to be handled in the Executive Session.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE:

No report.

FINANCE COMMITTEE:

Vicky Takach provided the following update.

-December Financials provide in the Board packets.

FIXED Route Balance Sheet.

-Cash - down 1.2 million

-No state funds received in the month of December.

-Payments from PennDOT were restructure this year. EMTA will receive nine (9) payments instead of twelve (12) even payments.

-Receivables - Grants has decreased from the prior month.

-EMTA received 656,000 from the State in December. Majority of those funds went for payment on the new LIFT (Paratransit) buses.

-Prepaid Expenses increased from the prior month.

-P & L insurance renews in December.

-Total assets \$74 million.

-Accounts Payable decreased due to receiving grant funds for capital allowing us to pay for the LIFT (Paratransit) buses.

-Grant Advances decreased related to not receiving State funds.

-Total liabilities \$26 million.

FIXED Route Income Statement.

-Revenue YTD \$608,000. Last year \$610,000.

-Expenses YTD less depreciation is \$8.1 million. 7.4 million last year.

-Deficit YTD \$7.5 million. Last year \$6.8 million

LIFT Balance Sheet.

-LIFT cash down.

-Receivable – Grants additional Medical Assistance funds that have been paid in advance resulting in a negative figure.

-Prepaid Expense increased due to the Property and Liability Insurance renewal.

-Total Assets is \$28 million.

-Accounts Payable decreased.

-Total Liabilities \$442,000.

LIFT Income Statement.

-Revenue is \$1.6 million. Last year \$1.1 million.

-Expenses were \$2.3 million. Last year \$2 million.

-LIFT deficit is \$721,000. Last year \$862,000

INTERMODAL.

-Revenue YTD \$119,000.

-Expenses YTD \$130,000

-Operating loss of \$10,800 due to additional repairs.

MOTION TO APPROVE FINANCIALS:

Tom Bly made a motion to accept the Financials as presented. George Willis seconded. Carried unanimously.

PERSONNEL COMMITTEE:

Report handled by the Executive Director's report. We should be intentional in getting a diverse pool of applicants and a diverse pool of interviewees for the vacant HR position.

MARKETING COMMITTEE:

No report.

OPERATIONS COMMITTEE:

Jessica Molczan gave the following update.

-FIXED ridership for December 71,296, of those trips 3,109 were ADA, and 6,772 other trips.

PLANNING COMMITTEE:

George Willis gave the following report.

-Interested in seeing how ridership has progressed over the last 3-5 years if there is a printout or compile one.

-FTA planning to schedule a meeting with EMTA to review funding for the TOD space(s).

-Jeremy Peterson and Chuck Peters working on a letter of intent for a possible tenant in the TOD space.

NEGOTIATING COMMITTEE:

Union Local 568 for CBA negotiations continues.

CHAIRMAN'S REPORT:

Ashley Lawson, Lyn Twillie-Darby, and Jeremy Peterson will address personnel matter in meeting.

EXECUTIVE SESSION:

Board went into Executive Session.

OLD BUSINESS:

Action on Executive Director Contract.

NEW BUSINESS:

Action on Employee Collective Bargaining Agreement.

ADJOURNMENT:

No notes. Could not sign back into meeting.

The next meeting will be February 28, 2022, via ZOOM @ 4:00 p.m.