



Erie Metropolitan Transit Authority

127 East 14th Street – Erie, Pennsylvania 16503

Jeremy Peterson, CEO

**Erie Metropolitan Transit Authority
Minutes
February 28, 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, Excused

STAFF PRESENT:

Jeremy Peterson, CEO
Dave Robinson
Chris Gerhart
Vicky Takach
Joyce Butts
Dani Duran
Matt Sanfilippo
Terry Thomson

GUEST ATTENDANCE:

Passle Helminski
Julie Minich
Deb Spilko
Sheila Ellyn Woeger
814.528.2742
Court Gould
Freda Tepfer
Julie'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 FEBRUARY 28, 2022:

Ashley Lawson called for the review and approval of the AGENDA for the FEBRUARY 28, 2022, meeting. Ben Wilson made a motion to approve the AGENDA as printed. Tom Bly seconded. Carried unanimously.

APPROVAL OF THE MINUTES FOR JANUARY 24, 2022:

Ashley Lawson called for the review and approval of the MINUTES from the JANUARY 24, 2022, meeting. George Willis made a motion to approve the MINUTES as printed. Tom Bly seconded. Carried unanimously.

PUBLIC COMMENTS:

Public Comments received during the meeting from Passle Helminski, Freda Tepfer, and Sheila Ellyn Woeger.

-Passle Helminski announced the E & D meeting will be on March 17th, 2022 @ 12:00 Noon.

-Freda Tepfer urged the Board to restore Sunday service. Do something to increase service funding not just increases to Capital funding.

-Sheila Ellyn Woeger thanked Management for the prompt response and handling of her complaint with a driver. Sheila also reported on an issue she had with an EMTA Customer Service Rep. being rude when trying to report a lost bag in the front Lobby of the EMTA.

CEO REPORT:

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

- Ribbon Cutting Ceremony on the new building set for June 14th, 2022, @ 3:00 p.m.
- Meeting with Emily Fetcko this Friday to coordinate a block party.
- The Erie Downtown Partnership will coordinate the ceremony with EMTA.
- Coordinated with the City for Permits for road closure of 14th St for that date as well.
- HR position filled. Theresa Croll starts on March 28th, 2022.
- FIXED route contract pending vote from Union.
- LIFT contract secured.
- Jeremy Peterson and Dave Robinson scheduled meeting in Harrisburg with Andy Surra on 2022 Legislative Priorities in May of 2022
- Meeting with Attorney Shawn Summers on lawsuit with Mike Coates Construction.
- Reporting on other matters in Executive Session.

SOLICITOR'S REPORT:

Jill Nagy reported the following issues and projects she has been involved with since the last Board Meeting.

- Items reported later in the agenda.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE:

No report but had the following comments.

Ashley Lawson thanked Jeremy Peterson on behalf of the Board on LIFT contract negotiations.

We are looking forward to having Theresa Croll as the new HR Director. She has a strong interest in recruiting drivers, and we do hope that will address our issues getting drivers.

FINANCE COMMITTEE:

Vicky Takach gave the following update.

- January 2022 Financials provided in the Board packets.

FIXED Route Balance Sheet.

- Receivables – increased from the prior month. Invoiced Erie School District for a half a year of service.
- Total assets \$74 million.
- Grant Advances increased from payment received from PennDOT during the month.
- Total liabilities like the prior month at \$26 million.
- Net Assets at the end of January 2022 are at \$48 million.

FIXED Route Income Statement.

- Revenue YTD \$1.2 million. Last year \$700,000. Increase due to the School District Service EMTA provided for the first half of the school year.
- Expenses YTD less depreciation is \$9.4 million. 8.5 million last year. There was an increase in terms of wages and fringe benefits, providing more service, rising fuel costs, and CNG lease.
- Deficit YTD \$8.2 million. Last year \$7.8 million

LIFT Balance Sheet.

- Total Assets like the prior month is \$28 million.
- Accounts Payable in January 2022 is higher than the prior month. Quarterly payment for the SAFTI P & L insurance.
- Total Liabilities up \$53,000 driven primarily by the SAFTI invoice.
- Total Assets \$27 million.

LIFT Income Statement.

- Revenue is \$1.8 million. Last year \$1.4 million. Those increases related to wages and fringe benefits increase in fuel cost
- Expenses were \$2.6 million. Last year \$2.4 million.
- LIFT deficit is \$800,000. Last year \$972,000.

INTERMODAL.

- Revenue YTD \$139,515.
- Expenses YTD \$151,865.
- Operating loss of \$12,350.

MOTION TO APPROVE FINANCIALS:

Ashley Lawson called for the review and approval of the Financials as presented. Tom Bly made a motion to approve the Financials as presented. George Willis seconded. Carried unanimously.

PERSONNEL COMMITTEE:

Lyn Twillie-Darby gave the following report.

I so am happy that we have a new HR person coming on, but I want to express my concern that we did not have any minority applicants for the job. It was explained to me that we had no applicants because none applied. Every effort that we can, we should be interviewing minority and African American women. I am certainly looking out for the African American business community and given the opportunity to have these types of jobs.

The Personnel Committee has met about the CEO's contract. We do have a recommendation that we are looking for a vote on today. The recommendation includes an increase in the CEO's salary. We are living in an employee's market right now. There is a labor shortage, people are jumping ships because of pay. I recognize that our CEO has done an excellent job at steering the ship from the time he worked as interim CEO to receiving the title as CEO. He has done EMTA an excellent job. When we look at that salary it is not as high as other CEOs of other transit authorities. It is well worth it to approve this for him. He is providing the leadership we need at EMTA during this unprecedented time. To keep good employees, we need to pay them. That is the Personnel Committee's recommendation. We cannot have any discussions on intricate details of the contract in an open forum. You were emailed information and I hope you were able to read that information and with that information you received you will approve this recommendation from the Personnel Committee.

VOTE on CEO's Contract:

Ashley Lawson – yes

Jessica Molczan – No

Lyn Twillie-Darby- yes

Tom Bly – yes

George Willis – yes

Julie Barry – yes

Ben Wilson – yes

MARKETING COMMITTEE:

Ben Wilson gave the following update.

Collaborating with the team at EMTA to fill a position open in the Marketing department. The position will be posted. We will be making every opportunity to reach as many people and minorities as possible.

OPERATIONS COMMITTEE:

Jessica Molczan gave the following update.

FIXED route ridership for the month of January 2022 was 68,933 with one new driver. New sign ups take effect on March 26, 2022, with minimal changes.

SHARED ride ridership for January 2022 was 9,083. Driver recruitment continues.

PLANNING COMMITTEE:

George Willis gave the following report.

Nice printout of ridership progression over the 5-6 years.

Positive call with the FTA to get funding for the TOD space to finish the buildouts.

NEGOTIATING COMMITTEE:

Jeremy Peterson settled the LIFT contract and agreed to a year extension on the FIXED expiring December 31, 2022.

Ashley Lawson called for a motion to accept the LIFT contract. Jessica Molczan made a motion to accept the LIFT contract. Tom Bly seconded. All board members voted in favor of the LIFT contract. Zero Board members opposed.

CHAIRMAN'S REPORT:

Ashley Lawson thanked Jeremy Peterson for his work to settle the LIFT contract and hiring of a new HR Director.

OLD BUSINESS:

Nothing to report.

NEW BUSINESS:

Nothing to report.

ADJOURNMENT:

Ashley Lawson called for a motion to adjourn. Tom Bly made a motion to adjourn. Lyn Twillie-Darby seconded. Carried unanimously.

EXECUTIVE SESSION:

The Board held an Executive Session on Strategic Planning.

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