



**Erie Metropolitan Transit
Authority Minutes
August 15, 2022**

BOARD MEMBERS present via ZOOM:

ATTENDANCE:

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

STAFF PRESENT:

Jeremy Peterson, CEO
Dave Robinson
Ed Torres
Vicky Takach
Joyce Butts
Dani Duran
Theresa Croll

GUESTS

Kevin Meyer
Julie Minich
Deb Spilko
Martin Halligan
Deb Petroff
Passle Helminski
Freda Tepfer
Emily Aloiz

IN ATTENDANCE VIA ZOOM:

Attorney, Jill Nagy 8574

CALL TO ORDER:

Ashley Lawson, Chair, called the meeting to order.

APPROVAL OF THE AGENDA FOR August 15, 2022:

Ashley Lawson called for the review and approval of the AGENDA for the August 15, 2022, meeting. Dr. Wilson made a motion to approve the AGENDA as printed. George Willis seconded. Motion carried.

APPROVAL OF THE MINUTES FOR July 25, 2022 with corrections:

Ashley Lawson called for the review and approval of the MINUTES from the July 25, 2022, meeting. There was one correction made and distributed. Dr. Wilson made a motion to approve the MINUTES. George Willis seconded. Motion carried.

ANNOUNCEMENTS:

Jill Nagy had no announcements.
Jeremy Peterson had no announcements.

PUBLIC COMMENTS:

Deb Spilko – email that was submitted from last month. Ashley Lawson read the email regarding the Greyhound situation at the intermodal.

Jeremy Peterson addressed: Dave Robinson and I met with the Mayor. Discussed the Greyhound issue. Jill Nagy has reached out to property broker and get some additional answers from Greyhound. Will need to look at options.

Passle Helminski informed the board that the Greyhound office would be reopening the Erie office soon. Just happened 2 weeks ago. Her complaint is going from mediation back to the department of justice. She will send the information back to EMTA for review. Next E&D meeting will be October 20 via zoom.



Freda Tepfer: Notwithstanding what Greyhound does, EMTA owns the building and there is a vast room with restrooms in the building. There is a space that is heated and cooled that could be accessible to people. She feels that the board is being discriminatory because there is no app for the LIFT riders to use to purchase tickets, but the fixed route riders can purchase on an app. Additionally, the LIFT riders have to stand in the cold to purchase tickets. It appears discriminatory. Momentary closure of front street, but in the process, there is no direct accessible route from the library to the intermodal. Holland does not have controlled crossing at the intersection. It is unsafe for those to cross the intersection. There should be some requirements for a 4 way stop so that people can get safely to the intermodal to purchase tickets. I would also like to be a part of the strategic planning process.

Ashley Lawson addressed the app situation – Ecolane is a mandated software and the app has to be created outside of EMTA due to the multiple funding sources that support LIFT rides. The internal strategic plan has just been completed – so Dave Robinson will be scheduling the meeting to do the external mission statement.

CEO REPORT:

Short month:

- Going to a ribbon cutting for INDIGO – capital project down there tomorrow.
- Senator Casey visited Erie last week – released infrastructure money to EMTA. Funding is pretty flexible, but more information will be provided. There was a packed house at EMTA. Rep Harkins and Merski are helping get Erie PA back on the map. Many county and city representatives were there.
- DEI training scheduled for September. Had multiple vacations scheduled. Have a new instructor for DEI – Jill Nagy advised that the trainer will be flexible in the training. Vereen group – inclusion strategies. PennDOT recommends Deborah Vereen.

SOLICITOR'S REPORT:

New resolution for extending the charter for 25 years from last charter. This was the request from the city and the county. Once the City and County adopts the resolution then Jill Nagy would advertise in the local papers to advertise. It would be around November for the advertising to occur.

Councilman Horton added this to the County agenda.

Questions were raised by Solicitor Talirico – judging by response from the council members, it appears that they will move it to the next steps. The City is taking this matter up this next week.

Lyn Twillie Darby had question about the history of the EMTA charter. Jeremy responded: Back in 2016 the charter expired. It was extended 12 years. In about 4 years, it will expire. We are being proactive and at the point to set up a 25-year charter at this point. Trying to get this done before reaching a breaking point. If approved, the charter would be extended for 29 years total.

Ashley Lawson asked for a motion for the resolution.

Lyn Twillie Darby moved to accept the resolution. George Willis seconded it. Motion passed.

Jill Nagy congratulated EMTA on the SAFTI score for the EMTA audit. Congrats to Jeremy and his team. Really improved this year.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE:

Ashley Lawson – congratulated EMTA on the visit from Senator Casey. Very nice event. Adjourned from the event and had more discussion on the extension of the charter.

FINANCE COMMITTEE:

Ashley Lawson asked Vicky to do the financials and resolution for discussion.

Jill Nagy explained that the resolution will just validate the authority of the CEO to pay the bills from month to month. Permits CEO to sign anything less than \$25,000. George Willis had a question – what were limits before – and the answer was – there were no limits.



Ashley Lawson asked for a motion for the resolution. George Willis moved to accept the resolution as presented. Dr. Wilson seconded it. Motion passed.

Vicky Takach – does not have financials in the packet for this month.

Dani Duran – updates on the NEPA process and the TOD space. In contact with urban engineers. Gathering research and data. Doing a junior NEPA to include TOD space. Checking for endangered species, etc. Urban Engineers has received most of the environmental reports back and hope to have everything by end of month.

PERSONNEL COMMITTEE:

Lyn Twillie Darby – In August we had 3 Fixed route drivers. 1 LIFT route driver, MATP Coordinator and 1 payroll clerk. All started between Aug 1-8. Have 9 pending hires in the upcoming weeks. In September, EMTA will participate in career fairs – Sept 13 at Millcreek Mall. Sept 20 at Gannon and Sept 21 at Penn State Behrend. HR director will be attending in Altoona from PennTrain Aug 16/17.

DEI information for training has already been discussed.

MARKETING COMMITTEE:

Dr. Wilson - Committee met on the 11th. Sarah is working on route changes – it is a very tedious process. Spending much time on this. Doing many travel trainings and outreach over the last month. Fairs, 8 Great Tuesdays, Universities, Senior homes, etc. Already mentioned Senator Casey's visit. Sarah is doing great with the social meeting postings. It is relevant for today. She continues to work on the branding for EMTA as well. Looking at updating several of the contracts. Doing recruitment with HR.

OPERATIONS COMMITTEE:

Jessica Molczan – LIFT ridership – was 10,177 of which 3015 were ADA rides. FIXED rides were 88,233 for the month. Last year the ridership for FIXED route was 77,728 – so ridership is increasing.

Route changes were discussed for various routes.

PLANNING COMMITTEE:

George Willis – no further updates.

NEGOTIATING COMMITTEE:

Jeremy Peterson – no updates. Union and company will start meetings in September for the LIFT contract.

CHAIRMAN'S REPORT:

Nothing further to report.

OLD BUSINESS:

Nothing to report.

NEW BUSINESS:

Nothing to report.

ADJOURNMENT:

Ashley Lawson called for a motion to adjourn. Lyn Twillie Darby made a motion to adjourn. George Willis seconded. Motion carries.

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The next meeting will be **September 26, 2022**, via ZOOM @ 4:00 p.m.