



Jeremy Peterson
Chief Executive Officer

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

**Erie Metropolitan
Transit Authority
Minutes
April 24, 2023**

Attendance via zoom:

Board members

Ashley Lawson
Jessica Molczan
Lyn Twillie-Darby
Ben Wilson
Shantel Hilliard
Dylanna Grasinger (absent)
Jill Nagy (Solicitor)
George Willis

EMTA Staff Present

Jeremy Peterson
Ed Torres
Matt Sanfilippo

Sarah Morrison
Theresa Croll
Vicky Takach
Dave Robinson

Guests

Passle Helminski
Jasmine Flores
Deb Spilko
Sheila Woeger
Emily Aloiz
Phillip Thomas
Mark Cassell
J Gamble Presidential
cleaning solutions

CALL TO ORDER:

Ashley Lawson, Chair, called the meeting to order at 4:04pm. Moving Dr. Wilson to the front of agenda due to a scheduling issue.

APPROVAL OF THE AGENDA FOR April 24, 2023:

Ashley Lawson called for the review and approval of the AGENDA for the April 24, 2023, meeting. Lyn Twillie Darby made a motion to approve the AGENDA with changes noted from Call to Order – moving Dr. Wilson to the front of the agenda. Jessica Molczan seconded. Motion carried.

APPROVAL OF THE MINUTES FOR March 27, 2023:

Ashley Lawson called for the review and approval of the MINUTES from the March 27, 2023 meeting. George Willis moved to approve minutes with changes. Dr. Wilson seconded. Motion carried.

ANNOUNCEMENTS:

Jill Nagy: None
Jeremy Peterson: None

PUBLIC COMMENTS:

Passle Helminski: E&D had meeting on Thursday last week. Redoing bylaws. Sarah is kind enough to take notes and submit bylaws. Requested that if anyone has contacts with transit – to please share those contacts with Dave Robinson. Both private and public companies that provide transit for the elderly are invited.



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Freda Tepfer: Attended E&D meeting. A trial period was mentioned about people having money in an account to use for the lift. Can this be discussed at the meeting? Jeremy addressed the project. It will be rolled out soon and details are in the works. Multiple agencies are giving input in the rollout.

Sheila Woeger: Further comment on what Freda mentioned. Two lift rides per month. How can I have a pre-pay app to pay the fare in one lump sum per month. Jeremy will reach out and discuss options.

CEO REPORT:

Jeremy Peterson:

PennDOT Spring forum – Participated in the meeting. Outlined federal grant opportunities.

Support transportation for D&E.

Met with National Fuel to review future CNG needs for next 5-10 years.

Did a podcast with Community Resources. Spoke about fare transit operations. Very positive experience.

Shelter on 12th and State – west side. Needed to be moved due to new traffic pattern. The move helped to alleviate congestion in that intersection.

Rider appreciation days – motion to approve. May 3 – will be offering free transportation on fixed routes only. This is a PPTA initiative. Requested a motion to approve. Lyn Twillie Darby motioned to approve this request. George Willis seconded. Motion passed.

SOLICITOR'S REPORT:

Funding legislation is before House and Senate. Staying on top of various items such as real estate issues that are moving along nicely.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE:

Have not met. Was able to sit in on marketing committee meeting. Hybrid meetings will be coming and that is exciting.

FINANCE COMMITTEE:

Vicky Takach: **March Financials** were discussed with the board.

George Willis moved to accept Financials as reported. Jessica Molczan seconded. Motion passed.

Local Match Resolution: PennDot letter with allocation was discussed. Need board approval. Lyn Twillie Darby moved to approve local match resolution. George Willis seconded. Motion passed.

PERSONNEL COMMITTEE:

Lyn Twillie-Darby: Committee met regarding CEO evaluation process. Contingent approval was received last month. One final completion needs finalized and then the process will be ready starting in May. Will do a 2x per year evaluation process. 2nd will be the final review.

DEI efforts: in 2022 DEI consultant conducted training. Looking to roll out training to front



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line staff. Taking a revised look at this process and will have additional information soon.

Would like EMTA to view all decisions through DEI lens.

Hiring: 32 interviews. 4 new hires for April. 3 candidates are in pre-employment process. Demographics were shared.

Recruiting event- PA CareerLink April 26 from 10-2p – Recruiting drivers.

MARKETING COMMITTEE:

Ben Wilson: Committee met last week. Commercials are complete. They will be out soon.

These ads will target all demographics. Working on Presque Isle Express for the season. Some route changes will be in effect May 6. In planning process for June 14th Fest. Seawolves filmed the commercial for the season. Travel trainings continue to be planned. Rider appreciation days is coming. Final install for the conference room equipment will be April 25 – we will have the option to do hybrid meetings.

OPERATIONS COMMITTEE:

Jess Molczan:

February numbers: Fixed route: 119,164 riders. LIFT rides were 12488 of which 3758 ADA.

PLANNING COMMITTEE:

George Willis: have a signed lease with Bodhi Gardens – Aquaponics in the TOD space. Grow fresh fruits and vegetables.

Architecture – finalizing the plans of the workspace.

Transportation study grant – looking to apply for this through MPO – look at capacity at intermodal and main facility. Looking at electric study.

NEGOTIATING COMMITTEE:

Jeremy Peterson: 3 weeks' worth of meetings with union. Exchanged proposals. Then reviewed proposals in depth. Looking for 4th meeting sometime next week.

CHAIRWOMAN'S REPORT:

All items have been discussed. There is no other business to discuss.

OLD BUSINESS:

NEW BUSINESS:

None

ADJOURNMENT:

Ashley Lawson called for a motion to adjourn. George Willis made a motion to adjourn.

Jessica Molczan seconded. Motion carries. 439pm

J Gamble of Presidential Cleaning Solutions – commented – said he put in a proposal and wanted to know about the outcome. Someone from EMTA will reach out to them.

Executive session will follow the Board Meeting.



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The next meeting will be **May 22, 2023**, via **ZOOM @ 4:00 p.m.**