



Jeremy Peterson  
Chief Executive Officer

Erie Metropolitan Transit Authority  
127 East 14<sup>th</sup> Street  
Erie, Pennsylvania 16503

**Erie Metropolitan  
Transit Authority  
Minutes  
May 22, 2023**

**Attendance via zoom:**

**Board members**

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

**EMTA Staff Present**

Jeremy Peterson  
Ed Torres  
Dani Duran  
Molly Kohler  
Sarah Morrison  
Theresa Croll  
Vicky Takach  
Dave Robinson  
Becca Gathers

**Guests**

Deb Spilko  
Sheila Woeger  
Freda Trepfer  
Passle Helminski  
Martin Halligan  
Jasmine Flores

**CALL TO ORDER:**

Ashley Lawson, Chair, called the meeting to order at 4:02pm.

**APPROVAL OF THE AGENDA FOR May 22, 2023:**

Ashley Lawson called for the review and approval of the AGENDA for the May 22, 2023, meeting. George Willis made a motion to approve the AGENDA as presented. Dylanna Grasinger seconded. Motion carried.

**APPROVAL OF THE MINUTES FOR April 24, 2023:**

Ashley Lawson called for the review and approval of the MINUTES with an adjustment from last month from the April 24, 2023 meeting. Lyn Twillie Darby moved to approve minutes with changes as noted by Lyn Twillie Darby. Ben Wilson seconded. Motion carried.

**ANNOUNCEMENTS:**

Jill Nagy: None  
Jeremy Peterson: None

**PUBLIC COMMENTS:**

**Passle Helminski:** Thank Dave Robinson – had a great meeting with Becca and Dave on new bylaws for E&D meeting. Should be ready to vote on bylaws by next meeting.

**Sheila Woeger:** May 3, I rode on 3 different routes. Disappointed to find a number of people that were not aware of free ride day. Wanted notices to be posted in more public places. Encountered a number of people boarding buses with inability to pay. Feels that no one should be denied a ride due to inability to pay for fare. Haven't heard back from person that Mr. Peterson referred her to on paying in advance for LIFT rides. Feels that we are putting LIFT



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drivers in harms way because drivers have to handle money and could be robbed. (Molly stated that this topic would be discussed under new topics).

**Lynn Twillie Darby** – responding to Ms. Woeger’s comments. Are you saying that people put money in the fare box. Woeger said no – the fare box was covered with plastic. The driver was informing riders that it was free fare day.

#### **CEO REPORT:**

##### **Jeremy Peterson:**

Addressing free ride day – the state changed thresholds up until last minute, so EMTA marketing committee did the best they could given the time constraints.

Julie Meyers and Becca Gathers attended ADA training in Harrisburg and gained much great information on compliance measures.

Dave presented Grant request to technical advisory committee to assess charging stations. The request will go to the full committee for approval. If approved, funds will be received July 1.

Rider appreciation week. All the administration rode many buses – interacting with passengers. Give aways on the bus.

Retail space – still exploring ideas for retail space. Meeting with consultants for funding and ideas for this space.

**Dave Robinson** – Strategic planning PowerPoint presentation was presented to the board.

**Apprenticeship program** – things are forming, and more information will be presented as things unfold.

**SOLICITOR’S REPORT:** nothing to report – just busy with funding legislation. EMTA reps were very well spoken at ADA conference.

#### **EXECUTIVE COMMITTEE:**

Have not met. Working on issues in other areas and committees.

#### **FINANCE COMMITTEE:**

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

Ben Wilson moved to accept Financials as reported. Lyn Twillie Darby seconded. Motion passed.

#### **PERSONNEL COMMITTEE:**

##### **Lyn Twillie-Darby:**

**Hiring:** 34 total interviews with 5 hires. 7 candidates in pre-employment screening process. Complement staff numbers were reviewed.

**Recruiting event-** PA CareerLink May 16 from 10-2p – Recruiting drivers. Next recruitment will be held on June 27.

#### **MARKETING COMMITTEE:**

**Ben Wilson:** Rider Appreciation week went well. It was the first year and there can be improvements, but overall, it went well. Sarah met with universities for the 2023 – 2024 needs.

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Erie Ambassadors toured EMTA facility. Sarah's been working with the Erie Philharmonic to develop the cultural loop. Sarah is also working with Erie Art Museum for Mid-day art breaks. Travel training has been held as well. Sarah is working on 14<sup>th</sup> Fest plans and the mural dedication. Looking for event sponsors as well.

**OPERATIONS COMMITTEE:**

**Jess Molczan:**

February numbers: Fixed route: 106,165 riders. LIFT rides were 10,785 of which 3,174 ADA. Route 33 presque isle express starts soon – Wednesdays were added to accommodate Sunset music series.

**PLANNING COMMITTEE:**

**George Willis** – Reviewing RFQs for architect and engineering.

**NEGOTIATING COMMITTEE:**

**Jeremy Peterson:** will reconvene meetings next week for lift contract.

**CHAIRWOMAN'S REPORT:**

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

**OLD BUSINESS:**

LIFT – Diminishing balances: Molly Kohler: New service will be available soon. You can put cash or check and put it on your personal account. It will be recorded on EcoLane. So you no longer have to carry cash to ride the LIFT bus. You can do both – carry cash or use the diminishing balance to pay for LIFT rides. Training drivers now. Hope to launch on June 5<sup>th</sup> for approximately 25 riders. Then on July 3 all riders be able to access this option.

**NEW BUSINESS:**

None

**ADJOURNMENT:**

Ashley Lawson called for a motion to adjourn. George Willis made a motion to adjourn. Ben Wilson seconded. Motion carries. 448pm

The next meeting will be [June 26, 2023](#), via [ZOOM @ 4:00 p.m.](#)