



Jeremy Peterson
Chief Executive Officer

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

**Erie Metropolitan Transit Authority
August Board Meeting
February 26, 2024**

Attendance via zoom:

Board members

Ashley Lawson
George Willis
Lyn Twillie Darby
Ben Wilson absent
Jessica Molczan
Shantel Hilliard
Dylanna Grasinger

Jill Nagy (solicitor)

EMTA Staff Present

Jeremy Peterson
David Robinson
Theresa Lugo
Ed Torres
Dani Duran
Vicky Takach
Branden Montgomery
Sarah Morrison
Rebecca Gathers

Guests

Passle Helminski
Deb Spilko
Tyler Titus (city council)
Freda Tepfer

CALL TO ORDER:

Ashley Lawson, Chair, called the meeting to order at 404 p.m.

APPROVAL OF THE AGENDA FOR February 26, 2024:

Ashley Lawson called for the review and approval of the AGENDA for the Jan 22, 2024 meeting. Lyn Twillie-Darby moved to approve the agenda as presented. George Willis seconded. Motion carried.

APPROVAL OF THE MINUTES FOR January 22, 2024:

Ashley Lawson accepted a motion for the approval of these minutes from January 22, 2024. George Willis moved to approve the minutes from January 2024. Lyn Twillie Darby seconded the motion. Motion carried.

ANNOUNCEMENTS:

Jill Nagy: none
Jeremy Peterson: none

PUBLIC COMMENTS:

One comment received by voicemail: It was played for listening. Giving kudos



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to all the drivers at EMTA.

Freda Tepfer: When will public involvement start for funding for operations. Most of the time the public is brought in early in the process.

Eclipse is an unprecedented. Why is LIFT not operating at full capacity. But EMTA is running

Passle Helminski: Invited those on the meeting to join the Quality Assurance Committee meeting on March 21st at 12:30.

CEO REPORT:

- Kudos to Sarah Morrison for the JFK Leadership. Very proud of her leadership skills and proud to have her as part of the EMTA team.
- Becca and Sarah have collaborated for policy writing. Complaint tracking to preserve correctly.
- Becca and Dani drove to Philadelphia to participate in the FTA triennial audit/review. Spring/Summer of 2025. Thank them for participating and getting the information.
- Had interview with Erie News Now for transit funding. Governor is giving an address tonight – so the interview may run tonight. Back Gov Shapiro to back the funding proposal.
- Continue to host students from Erie High. Offer them a glimpse of potential occupations in transit. Had 3 day event for mechanical students to view operations. Be a feeder system for students and get them to employment.
- Shout out to Dave and Dani – hosted Erie County metropolitan planning authority. Reps from PennDot, municipalities and more were able to meet in the new conference room. Offered hybrid meeting as well. NPO is an important part of local funding. NPO was awarded a grant to do an electrical study on electric available for electric vehicles.
- Eclipse on April 8. Meetings weekly for committees in planning. The only shuttle we will be using due to the traffic congestion – all extra drivers will be used to keep the regular routes running. We may only have staff to run 1 shuttle.
- Annual meeting with Edinboro University. They are committing to local match for the shuttle service on campus. Meeting was last Thursday night.
- DEI initiatives continue to move forward. Dave held meeting last week to continue with creating bylaws, mission/vision statement. Hope to have this ready for the board to review/approve next month. Opened Eyes with Brandon Wiley. We are taking this opportunity very seriously. (Lyn) the committee has 2 drivers as part of the committee. The structure will be

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developed. How many members in the group. Excited about beginning stages of where we are. Try to build an infrastructure that will be sustainable and valuable. More information will be coming soon.

- Erie School District had board meeting and approved use of mentors on the buses for the school students. This is a huge win. (Shantel) Bus mentors are approved. In the stage of 3rd party packets of the candidates that will work with the district. Waiting for approval of the individuals selected. Should be started quickly maybe by next week sometime. Things are moving in the right direction.
- Been in meeting every 2 weeks with Mayor Schember how to address the homeless situation in downtown Erie. Discussing all options on how to solve this issue. More to come on this.

SOLICITOR’S REPORT:

There has been much work in progress in the TOD space. Advertising policy that is on the agenda.

EXECUTIVE COMMITTEE:

Has not yet as such. Nothing to report.

FINANCE COMMITTEE:

Vicky Takach – reported on the EMTA financials (January).
Lyn Twillie Darby made the motion to approve financials as presented.
Shantel Hilliard seconded. Motion passed.

PERSONNEL COMMITTEE:

DEI Committee met in February by zoom to look at DEI training and information from the training sessions. Another meeting will be scheduled with the core committee to set up bylaws, mission/vision statement. As this unfolds, the board will be notified.

Hiring updates:

FIXED Route		LIFT	
Interviews	16	Interviews	34
New Hires	0	New Hires	0

Vacancies to be filled:

- 20 LIFT Drivers – both Part and Full time
- 10 FIXED route drivers – Full time
- 2 Garage Utility positions – Full time

February Total Interviews:

February Hires: 0

Pending in queue: 7 candidates – 2 confirmed starts for March 4 (1fixed/1LIFT); 1 confirmed start for March 18 (Fixed).



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Recruiting and Community Activity:

Working with PA CareerLink for recruiting LIFT drivers – holding recruitment events.
February 27 – 10-2pm
March 19 – 10- 2pm

Participating in Mock Interviews for seniors at various High schools and Vo-tech students to generate interest in transit careers.
Saegertown High School – Feb 8
Cambridge Springs High School – Feb 29

MARKETING COMMITTEE:

Sarah Morrison reported out: Completed the 2024 survey results. Gauging EMTA efforts to reach the goals set. More information will be presented in comparison with 2023 surveys.
Completed first winter food drive. Benefited Erie City Mission. Had a full vehicle load to donate.
PPTA will initiate 2nd annual rider appreciate day May 6-10. More to come on this.
Becca and I have worked on service materials available in multiple languages. Waiting on partners to review information and then it will be distributed to those working with the New American population.
Working with Hamot to provide a shuttle for employees on the Route 5.
Commercial Advertising Policy was developed in conjunction with Jill. Looking for the board approval on this policy. Ad may be reviewed on a case by case basis. Jill stated that there has been a lot of litigation regarding advertising issues. PPTA did a full state wide survey through a professional survey company. The process of developing this policy was long and the recommendations are based on all this research and survey responses. George Willis made a motion to adopt the policy as presented. Lyn Twillie Darby seconded. Motion passed.

OPERATIONS COMMITTEE:

Jessica Molczan reported:

Fixed route 112,749 January rides.
LIFT rides 11,727 of which 3,370 were ADA funded.

PLANNING COMMITTEE:

George Willis: A lot of activity on the TOD development space. Getting bids out the door. Once received, we can make more movement forward.

NOMINATING COMMITTEE:

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Nothing to report.

NEGOTIATING COMMITTEE:

ATU and EMTA labor attorney will be meeting for mediation for the next two weeks for the LIFT contract negotiations.

CHAIRWOMAN'S REPORT:

Attended Sarah's graduation from Jefferson's leadership academy. Sarah did a great job. Thank you to Tyler for joining us tonight. He is the new city liaison.

OLD BUSINESS: Nothing else to add.

NEW BUSINESS:

New meetings may be hybrid and people may attend in person if necessary.

ADJOURNMENT:

Ashley Lawson adjourned the meeting at 4:48 pm
George Willis made motion to adjourn. Shantel Hilliard seconded. Motion carried.

The next meeting will be **March 25, 2024**, via **ZOOM**
@ 4:00 p.m.