



Jeremy Peterson
Chief Executive Officer

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

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

Attendance via zoom & hybrid meeting:

Board members	EMTA Staff Present	Guests
Ashley Lawson (in person)	Jeremy Peterson	
George Willis (Pending)	David Robinson	
Lyn Twillie-Darby (in person)	Ed Torres	
Ben Wilson (V)	Dani Duran	
Jessica Molczan (V)	Sarah Morrison	
Shantel Hilliard (V)	Vicky Takach	
Dylanna Grasinger (V)	Branden Montgomery	
Jill Nagy (V)	Theresa Lugo	

The board meeting was called to order at 403pm.

Ashley Lawson asked for approval of the August 26, 2024, meeting agenda. Dylanna made motion to approve agenda. Lyn seconded. Motion passed.

Ashley Lawson asked for approval of the July 22, 2024, meeting minutes. Lyn Twillie Darby made motion to accept meeting minutes from July. Dylanna seconded. Motion passed.

CEO – no announcements today.

Solicitor: Nothing new to report.

CEO REPORT: Route bids occurred this past week. Changes occurred this past Saturday. Time points adjusted to help with on time performance. Route 33 last day was Wed Aug 21. Mercyhurst university did not renew – so that will not be renewed.

Held first construction meeting with contractors and managers. Jeff has given daily communications with administration. Will make sure George has all emails



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for the construction updates.

Serving on SAFTI board. Monthly meetings. Jill is also involved. PPTA roundtables occur monthly.

Preparing Act 44 review for this fall with PennDOT. Happens every 5 years. Last audit, this board was just introduced to those in the state involved in the audit.

DEI committee – Sept 10. All departments are represented in the committee. Great investment in EMTA future.

Hosted NPO technical advisory committee meeting. Makes recommendations to transportation infrastructure in the county which directly impacts EMTA funding.

July EMTA participated in the PPTA Rodeo. The 2025 ROADEO will be hosted by EMTA. Excited to host the event next summer. PPTA executive director will be here tomorrow to look at prospective sites and will keep all updated as things unfold.

Prepared letter – Attn: Ed Nielson – PA house committee chair for transportation. HB 1914 is the companion bill to - Senate 597 (Laughlin) Senate bill already passed. Will modernize public transportation with a focus on capital funding and local decision making. Vital piece of legislation and will help small urban transit authorities.

EMTA has a tent at 8 great Tuesdays. Invited board to attend. August 27.

Solicitors report: We need an executive session for real estate issues.

Executive Committee:
Has not met.

FINANCE COMMITTEE:

Vicky reviewed the June and July preliminary reports. Information was provided to the actuary and final reports will be finalized once some information and the audit is complete. Auditors will present at the November board meeting. These reports cannot be approved until they are finalized. Can be accepted subject to audit.

Dylanna made a motion to accept reports as presented (subject to audit). Jessica seconded. Motion passed.

Concrete bids: In lieu of the wide disparity of all bids. Lyn made a motion to reject all bids and issue a new RFP due to the wide discrepancy in pricing. (intermodal project). Shantell seconded. Motion passed.

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PERSONNEL COMMITTEE:

DEI Committee – newly formed committee will meet Sept 10. Opened Eyes will lead the project to get the project moving.

Looking for board approval for the DEI contract. Lyn made the motion to authorize the executive director be authorized to move forward with the DEI contract because it is under the threshold. Dylanna seconded the motion. Motion passed unanimously.

Total 66 interviews for month of August – 2 Fixed and 2 LIFT drivers started August 19, 2024. Have several candidates in queue.

Fixed Route drivers – 87 employees

LIFT drivers – 42 employees

Garage – 27 employees

Administration, Customer Service, Dispatch – 39 employees

Total EMTA complement: 195

Recruiting on EMTA website, Indeed.com and PA CareerLink.

Reached out to Blasco Library – may schedule recruiting day there in near future.

Reached out to PA CL – working to schedule another recruiting event at their location soon.

Doing mid-year review of CEO is ongoing.

MARKETING COMMITTEE:

Dr. Wilson – thanked Jeremy for reviewing route changes, PPTA, and Eight Great Tuesday. Sarah has been working with the zoo for senior days.

The mural was completed by the Erie Center for Arts & Technology students. Sarah has purchased TV ads that will focus on the recruiting aspect, with JET TV and the other stations as well. Hope to add to the recruiting efforts in that way. Been holding food truck Fridays at EMTA. Some trucks haven't been as reliable, but the idea is well received.

OPERATIONS COMMITTEE:

Jessica Molczan reported:

Fixed route had 113,421 July rides. The Presque Isle Express has 1273 rides LIFT route had 10,757 rides for July. Of the trips, 3119 were ADA trips.



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PLANNING COMMITTEE:

NEGOTIATING COMMITTEE:

An executive session was held with the labor attorneys and the arbitrator on August 19. Another meeting will be held in September.

CHAIRWOMAN'S REPORT:

OLD BUSINESS: Nothing else to add.

NEW BUSINESS:

Nothing

REMINDER – several staff

ADJOURNMENT:

Ashley Lawson adjourned the meeting.

Lyn made a motion to adjourn. Shantell seconded. Motion carried.

The meeting adjourned at 4:31pm.

The next meeting will be **September 23, 2024**, via
ZOOM and In-person @ 4:00 p.m.