

PITTSBURGH REGIONAL TRANSIT
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, NOVEMBER 22, 2024

The Regular Meeting of the Board of Pittsburgh Regional Transit (PRT) was held on Friday, November 22, 2024, at PRT's Administrative Offices, 345 Sixth Avenue, Pittsburgh, Pennsylvania, 15222-2527, pursuant to due public notice given as required by law.

The following Board members were in attendance in person: Jennifer Liptak, Chair, Tom Burgunder, Bobbie Fan, Joe Totten and Lori Mizgorski. The following members participated via TEAMS: Ali Doyle, Senator Brewster, Tia McClenney and Stephanie Turman. Board Solicitor Sandy Garfinkel attended in person.

The Chair called the Regular Meeting to order and asked the audience to stand for the pledge of allegiance followed by a silent moment of private reflection.

A recommendation was made for approval of the minutes of the October 25, 2024 Regular Meeting. A motion was made, seconded, and unanimously passed.

The Chair called on Pittsburgh Regional Transit CEO Katharine Kelleman for a report.

CEO Kelleman asked for a moment of silence for the following retired employees who passed away since the Board last met: Automotive Mechanic Joseph Santiso; Internal Auditor Jacqueline Elliott; Service Person Damian Chisco; and Operators Grover Bell, Carl Denson, Harold Jumper, Jr., Edward Franklin, Frank Moore, Constance Neiswonder, Andrew Rudge Jr., Joseph Schaffer, John Stromple and James Zehnacker.

Finally, CEO Kelleman offered her sincere condolences to the friends and family of active employee Collier Operator Joseph Phillips Jr., who drove a bus for nearly a decade. Operator Phillips passed away this month.

Next CEO Kelleman gave an update on rail service. "Back in 2023, we began a large, five-year, \$150 million push of capital investments in our rail system. As part of those projects, this past summer we shut down part of the Red Line to complete five or six separate projects in the time it would have taken us to complete two, maybe three if we had single tracked or tried to complete separately."

"We learned in the past that it is better for everyone when we plan and schedule a closure rather than performing emergency repairs in the middle of the night when something breaks." The CEO added that, for example, a connection on an overhead power line failed after about 40 years and it took down with it the Silver Line. PRT personnel were able to get most of the line back up within a couple days and the entire line back up in about a week, "but it certainly was not convenient for riders, and nobody wants to be out working on a catenary wire at 3 o'clock in the morning."

CEO Kelleman continued reporting that PRT started a project to replace a crossover in Bethel Park, and the delays were longer than anticipated. She noted that all this work is important, but she understands the frustrations and acknowledged that PRT riders deserve better and it does not make anyone look forward to PRT working on parts of the rail system for the better part of next year. There will be discussions with ATU about working more weekend hours, and CEO Kelleman said she was

committing to making sure PRT has robust communication about upcoming rail projects and the related detours at least a week in advance so riders are better informed and know what to expect.

Next, CEO Kelleman was happy to report that after years of chronic driver shortages, PRT ramped up recruitment and training efforts. “For the first time since before the pandemic, we can fully staff the route schedule.” As a result, the number of missed trips is down an average of 0.7% with many days of no missed trips. CEO Kelleman said that this means out-of-service is down and most days, PRT is meeting every trip. “We might not be where we want to be, but we are almost there.”

CEO Kelleman said that PRT was able to achieve this result by boosting the number of operator trainers and running two shifts of on-the-street training for student operators. In addition to more trainers, PRT made changes to the union contract and offered incentives such as raising the training wage to increase the number of applicants.

CEO Kelleman concluded her report by saying that, “it has been a challenge, but what we have now and the classes we have coming in should cover us for quite some time.”

That concluded the report of the Chief Executive Officer.

The next item of business was the report of the Performance and Oversight Committee.

Member Tia McClenney reported that the Performance Oversight Committee met last week, and she had four resolutions for the Board’s consideration.

The Committee first reviewed three procurement items and determined the bids to be in accordance with PRT’s procurement policies and procedures and the prices to be fair and reasonable.

The Performance Oversight Committee recommended authorizing the award of bids listed in the resolution for the total amount of \$8,041,286.

On behalf of the Performance Oversight Committee, Member McClenney respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The next resolution sought authorization to extend and amend an agreement to provide employee benefits consulting services.

It was reported that PRT’s Board authorized the award of agreement to Willis Towers Watson US, LLC in November 2020 for an initial three-year term for a total authorized not-to-exceed amount of \$825,000, with two additional option years at PRT’s sole discretion.

The Performance Oversight Committee recommended exercising the second option year and increasing the total authorized not-to-exceed amount by \$333,200.

On behalf of the Performance Oversight Committee, Member McClenney respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Member McClenney next reported that PRT maintains a Nepotism, Patronage and Conflicts of Interest in Hiring Policy that sets standards, limitations, and prohibitions regarding the employment of relatives of PRT's Board members and existing PRT managers and employees.

The Performance Oversight Committee recommended that the Board approve an amended policy to clarify exceptions to the general prohibition on managers being in the same line of authority as a relative or close personal relationship, along with other various administrative updates.

On behalf of the Performance Oversight Committee, Member McClenney respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Member McClenney presented the final resolution from the Committee which sought authorization to adopt and implement the FY 2025-26 Internal Audit Work Plan. In November 2007, PRT adopted an Internal Audit Department Charter as a statement of policy and an expressed commitment to provide financial and operational oversight. In accordance with the charter, PRT's Internal Audit Department has conducted various audit and oversight activities over the past several years, pursuant to Board approved 18-month Internal Audit Work Plans.

The Performance Oversight Committee recommended the Board adopt the FY 2025-26 18-month Work Plan.

On behalf of the Performance Oversight Committee, Member McClenney respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Finally, Member McClenney reported that representatives from the Pennsylvania Department of Transportation presented the Annual update of the State Safety Oversight Agency Program. The presentation was very informative, and it was reported that safety events at PRT are on a downward trend.

That concluded the report of the Performance Oversight Committee.

The next order of business was a report of the Planning and Stakeholder Relations Committee.

Member Stephanie Turman reported that the Planning and Stakeholder Relations Committee met last week and she had a few items for the Board.

First, staff presented updates on the NEXTransit Downtown implementation and P3 University Line route plan. It was reported that PRT's Planning group launched NEXTransit Downtown in the summer of 2023 to reduce walking, improve connections, and simplify the network of buses coming into downtown from different areas of the county. Route changes that could be completed without new infrastructure were implemented through regular service changes between October 2023 and October 2024, with potentially more changes coming in June of 2025.

The original University Line Bus Rapid Transit project plan proposed shortening the P3-East Busway-Oakland to run between Downtown Pittsburgh and Wilksburg Station where electric bus charging infrastructure is being installed. PRT received several rider and other stakeholder requests to keep

the P3 running to Swissvale Station, so the plan was altered so that every other P3 trip will run from Swissvale to Downtown with extra trips in the morning and afternoon hours.

Member Turman next reported that staff presented a recap of the 2024 rail work and 2025 planned rail work. Projects completed in 2024 included the Red Line closure which bundled several projects, station improvements to 18 stations, the Mt. Lebanon Tunnel fan replacement, and the first phase of closures in the downtown subway are for the plinth replacement.

In 2025, PRT will again close portions of the downtown subway between January and February to complete the plinth project, which will involve rail detours in two phases in the downtown area. Also planned is an eight-month closure of the Mt. Washington Transit Tunnel for a rail replacement project currently scheduled to start February 23 and run through October. Rail service will detour through Allentown, while bus service will generally detour inbound through Allentown and outbound via the Wabash Tunnel.

Member Turman next reported that staff presented a program overview of the Disadvantaged Business Enterprise/Diverse Business Program. Disadvantages and diverse businesses include those owned by minorities, women, veterans, and socially or economically disadvantaged individuals. PRT does business with several firms, with all federally funded projects having a threshold of work that must be completed using these firms.

The presentation provided to the Committee included an overview of PRT's federal DBE and state DB programs, including efforts to conduct outreach in relation to certifying qualifying firms as DBEs/DBs and connecting them to potential opportunities to serve as subcontractors on PRT capital projects and the provision of professional services.

Lastly, member Turman reported on Allegheny County Transit Council and the Committee for Accessible Transportation.

ACTC met on November 20. Staff provided an operator hiring update, the Aira program that will provide PRT riders with the ability to utilize a professional visual interpreter via a phone application, and an overview of the 5-year light-rail transit projects. Their next scheduled meeting has not been set but will occur virtually at the end of January.

CAT met on November 7. Staff presented an update on the Equitable Access Policy, the Courtesy Campaign, the Language Access Plan, and the Aira program. Alisa Grishman, CAT member, spoke about advocacy regarding parking near bus stops. Karen Hoesch of ACCESS provided the group with an update on paratransit service.

Their next regularly scheduled meeting is January 8.

That concluded the report of the Planning and Stakeholder Relations Committee.

The next order of business was a report of the Finance Committee.

Member Ali Doyle reported that the Finance Committee met on Thursday, November 14, where four resolutions and the October financial results were presented.

The first resolution was to authorize approval of the Title VI Analysis for the proposed PRTner Pass Program. In compliance with the Civil Rights Act of 1964 and Port Authority of Allegheny County's Title VI Program, PRT engaged with its fare consultant to conduct a Title VI analysis. The results of that analysis were positive with no disparate impact and no disproportionate burden found.

On behalf of the Finance Committee, Member Doyle respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The second resolution sought authorization to adopt and implement the proposed PRTner Pass Program. After a pilot was carried out in 2023, PRT conducted a public comment period with two informational sessions and a public hearing regarding the program. The comments received during the public comment period were generally favorable. The Program will offer a 70 percent discount for monthly passes to eligible employers, post-secondary schools, and multifamily properties. This resolution authorizes the adoption and implementation of the program effective January 1, 2025, or as soon as deemed feasible.

On behalf of the Finance Committee, Member Doyle respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The third resolution sought authorization to appoint a Recordkeeper for PRT's Defined Contribution Program. PRT convened an Evaluation Committee and authorized that the Committee, in conjunction with the board-appointed Chief Investment Officer, to evaluate seven responsive proposals to an advertised RFP. That Committee determined Empower Retirement Services to be the highest rated proposer. With approval of this resolution, PRT would be authorized to enter into an agreement with Empower Retirement Services as Recordkeeper for the existing Defined Contribution Program.

On behalf of the Finance Committee, Member Doyle respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The final resolution sought authorization for PRT to adopt an amended and restated Money Purchase Pension Plan Document. PRT, through authorized Pension Committee members, has adopted certain administrative rules and changes to the Money Purchase Pension Plan. These changes were documented as plan amendments. This resolution would allow PRT to amend and restate the Money Purchase Pension Plan to incorporate all provisions and changes into a single document.

On behalf of the Finance Committee, Member Doyle respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Next, member Doyle presented the October 2024 financial report. It was reported that Total Operating Income for October was over budget about \$200,000 due to increased Passenger Revenue and Interest Income. Total Expenses for October were below budget by \$1.7 million due to lower Wages and Salaries and Purchased Services. Total Subsidies for October were over budget by \$700,000 due to increased state operating assistance.

Total Operating Income through October is \$1 million higher than last fiscal year due to increased Fare Revenue and ACCESS Income. Total Expenses through October were \$9.6 million higher than last fiscal year due to higher Wages & Benefits, and Materials & Supplies.

Finally, it was reported that PRT began the month of October with \$351.9 million in cash reserves and finished the month with a balance of \$328.7 million.

That concluded the report of the Finance Committee.

The next order of business was a report of the Technology Committee.

Member Mizgorski reported that the Technology Committee met on November 14 and she had five resolutions for the Board's consideration.

The Committee first reviewed one bid for Cohesity system backup and recovery services. The Technology Committee determined the bid to be in accordance with PRT's procurement policies and procedures, and the price fair and reasonable.

The Technology Committee recommended the award of the item as listed in the resolution for the total amount of \$545,729.70.

On behalf of the Technology Committee, Member Mizgorski respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Member Mizgorski presented the next resolution authorizing PRT to amend and extend an agreement with Hitachi Rail STS, Inc. for the procurement and replacement of the Automatic Trip Stop System. As presented, additional time is needed by the contractor to address an unforeseen condition related to the wayside equipment and circuitry with a new anticipated completion date by December 11, 2025.

An agreement with Hitachi Rail STS, subject to ongoing compliance with Federal Transit Administration rules for rail rolling stock, is recommended with a \$500,000 amended total not-to-exceed amount of \$22,839,652.63.

Member Mizgorski reported that the Committee concluded that the services are needed and that the prices are fair and reasonable, and respectfully recommended that the Board vote in favor of the resolution to authorize PRT amending the agreement.

On behalf of the Technology Committee, Member Mizgorski respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The next resolution presented was for Data Center hosting and managed security services. PRT is requesting approval to exercise the second and final option year with Ideal Integrations, Inc. for this service. This amendment is recommended for this final year amount of \$1,313,656.08 and a total not-to-exceed amount of \$6,568,280.40.

The Committee concluded that the services are needed and that the prices are fair and reasonable and respectfully recommended that the Board vote in favor of the resolution to authorize PRT to amend and extend the agreement.

On behalf of the Technology Committee, Member Mizgorski respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The next resolution presented was for a phone system upgrade and support services. An RFP was released in August of 2024 and all Board-adopted policies were followed in the selection of WWT, Inc., doing business as VOIP Networks, to provide the new Mitel Phone System at PRT for a total not to exceed amount of \$1,000,000.

The Committee concluded that the services are needed and that the prices are fair and reasonable, and recommended that the Board vote in favor of the resolution to authorize PRT to enter into a contract with VOIP Networks.

On behalf of the Technology Committee, Member Mizgorski respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The final resolution presented sought authorization for an amendment to an existing contract with FlowBird for fare vending machines. With BRT Stages II and III progressing, PRT is seeking to buy an additional 19 machines for the various stations along the BRT route at a cost of \$1,824,626.73. The Committee concluded that the services are needed and that the prices are fair and reasonable, and respectfully recommended that the Board vote in favor of the resolution to authorize PRT to amend the contract with FlowBird for new total NTE of \$11,566,201.02

On behalf of the Technology Committee, Member Mizgorski respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

That concluded the reported of the Technology Committee.

Under New Business Chair Liptak appointed a Nominating Committee for the recommendations and identification for Board Officer candidates for 2025. The elections will be held at the Board's upcoming January 2025 Annual Meeting.

The Chair appointed member Stephanie Turman as Committee Chair and members Ali Doyle and Lori Mizgorski to serve on the Committee and thanked the members for agreeing to perform these roles.

The next order of business was public comment. To see the below testimony in full, please visit PRT's website at www.rideprt.org.

The first speaker, Fonda Duse, talked about the perceived lack of ethics in the Human Resources leadership, specifically when it came to conducting surveys; comments regarding her prior role as the Director of Equity and Inclusion; and perceived problems with nepotism in the Employment Department.

The next speaker, Amy Zaiss, said that she knows that there is more rail construction coming up and as a resident who lives in Beechview near the red line, she thinks that PRT handled that communication very well. The service was perhaps lacking compared to what we were used to, but

still effective. Amy also thanked leadership's efforts in hiring. She is really pleased to hear that there's no deficit in the workforce and that PT has made strides to not only bring in new employees, but, keep them well trained and investing in them.

Amy's comments pertained to the upcoming rail work. Amy urged the leadership of PRT to consider communication efforts and how PRT might be able to improve them, especially regarding the transit apps which she stated are showing the wrong configuration of the downtown loop and have been for over a year.

The next speaker, Gaia Parrish, has ridden the bus system for 16 years. Gaia's comments pertained to the proposed changes to the 54 and 77 routes and feels that would be a significant loss of accessibility for all but the younger, more able-bodied residents in the neighborhood. The current routes offer access to such vital resources as possible such as grocery stores, libraries, and places of employment. Gaia's asked that PRT take these things into consideration for the next generation of this Bus Redesign

The next speaker, David Allen, commented on the bus redesign in the East Pittsburgh neighborhood where he lives. As a visually impaired rider, David currently walks two and a half miles between Church Hill and Forest Hills to catch a bus and has to cross a four-way intersection to get to his stop. He wants to know if there will be any information regarding adding service in the bus redesign for riders in the Greensburg Pike area.

The next speaker, Elise MacDonald lives in Brookline, close to the Dormont line. Elise noted that the service changes detailed in the first draft of the bus redesign would likely be a net positive for her household, particularly the proposed one seat ride between the Brookline area and Oakland and the proposed neighborhood route between Brentwood and Carnegie.

Elise stated that a few weeks ago, she posted some basic information about the bus redesign on an extremely active Brookline centric Facebook group and posted the PRT redesign website. She added her own overview and urged everyone to check it out and to provide feedback. Also, a really active conversation, about 50 residents, resulted and the reaction was positive and open overall, but it seemed to be the very first that anyone involved in the discussion was hearing about it.

In closing, Elise urged PRT to redouble its outreach efforts regarding the bus redesign.

The final speaker of the day was Andrew Hussein. As this was his first time addressing the Board since the changes were made to the board's composition, Andrew welcomed the new Board members and thanked them for their service.

Andrew applauded PRT for the upcoming shuttle that they already have in place. He stated that it is helpful to be running it now for people who travel among the free fare zone. Andrew also applauded PRT for the upcoming year-long rail detour via Allentown.

Andrew said that he agreed with a prior speaker's comments on the issue that's been ongoing, and stated that the public has been promised multiple times that PRT would be doing more to address the lack of updates or proper information regarding the routes 61 and 71 downtown. That not only is a signage issue, but the available information of accurate and timely information on the transit apps maps.

The Chair announced the next Regular meeting of the Board will be January 31, 2025.

With no further business the meeting was adjourned.

Approved