

PITTSBURGH REGIONAL TRANSIT
MINUTES OF THE REGULAR BOARD MEETING
FRIDAY, FEBRUARY 24, 2023

The Regular Meeting of the Board of Pittsburgh Regional Transit (PRT) was held on Friday, February 24, 2023, at 9:30 a.m. at PRT's Administration Offices, 345 Sixth Avenue, Pittsburgh, Pennsylvania, 15222-2527, pursuant to due public notice given as required by law.

The following members were in attendance in person: Jeffrey Letwin, Chair, Jennifer Liptak, Ann Ogoreuc, Michelle Zmijanac, and John Tague. The following members were in attendance virtually: Senator Jim Brewster, Stephanie Turman, Lori Mizgorski and Ali Doyle. 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 and asked for a moment of silence for victims of gun violence and mass shootings.

A recommendation was made for approval of the minutes of the November 17, 2022 Regular Meeting. A motion was made, seconded, and unanimously passed.

Mr. Letwin called on Pittsburgh Regional Transit CEO Katharine Kelleman for a report.

Ms. Kelleman first asked for a moment of silence for the for the following former employees and one active employee who passed away in December and January: Operators Charles Watt, Louis St. Clair, James Thorhauer, William Dugan, David Hunt, and John Weber; Offboard fare collector Anita Alfera; Seat and sign repairman Edward Sowell; automotive mechanic Wendell Poindexter; traffic surveyor Andrew Munster; Service person Richard Pokrant; Route foreman Raymond Campbell; and Stockman James Perlinger.

The only item on Ms. Kelleman's agenda was to honor 17 employees who went above and beyond in 2022 to improve our organization and help our riders. "We are privileged to have so many outstanding people who dedicate their talents here at PRT, and we try to recognize their contributions on a regular basis," Ms. Kelleman stated.

The recognition was for deeds that require employees to go out of their way and take action when not everyone would. They may have saved the agency a significant amount of money. They may have developed a new program. Some took steps to greatly improve service for riders. And in a few cases, they performed a heroic act that probably saved lives. They were:

Maintainer Eric Alexandroff was at one of PRT's substations when his coworker got stung or bitten by an insect. Alexandroff told his partner to sit down and take a break, but fifteen minutes later, he realized he had a medical situation on his hands. Alexandroff rushed his coworker to a local hospital, where it was later determined that he was having an anaphylactic reaction.

One day last summer, Operator Barry Carter witnessed a woman running away from a man who was trying to throw a brick at her. Carter stopped to let the woman on his bus, protecting her from danger. It's a good thing he did – because the man who had been chasing her punched the door of the bus and broke the glass. Operator Carter immediately called police who arrested the man.

Operator Brian Derkach picked up two young kids during his Route 1 Freeport Road trip. The kids seemed exhausted, confused, and couldn't clearly communicate where they were trying to go. Operator Derkach tried to help them, and when that failed, he did what his training taught him to do -- he radioed for assistance. Port Authority Police met the bus in Fox Chapel. Eventually, officers identified the kids, who had gone missing the previous night, and returned them home.

Operator Alan Loskoch went above and beyond to save a man's life after he overdosed on the street and stopped breathing. After he was waved down by the man's daughter, Loskoch pulled over, secured the vehicle, and gave the man CPR until first responders arrived. When asked about the incident, Loskoch told us he "could not just go without helping."

Colton Nist hasn't been with PRT very long, but he has already made a tremendous impact at PRT's Main Shop in Manchester. Even more impressive, he may have helped save another employee's life. A few months ago, an employee collapsed in a hallway. Nist performed a patient assessment and determined the employee was semi-conscious. Nist told those nearby to call 911 and to get a defibrillator. While the AED was not ultimately needed, Nist's quick reaction to a coworker in distress helped paramedics when they arrived.

Operator Timothy Robson was driving the 83-Bedford Hill and stopped at a bus stop on Fifth Avenue. When he opened the doors to let passengers get out, an illegally parked car started to back up as a woman was exiting. Robson took quick and decisive action, closing the rear doors and yelling for the woman to stop, preventing her from walking into a moving vehicle.

Jarryd Schwartz works at the Heinz 57 Center in the accounts payable department, which processes 26,000 invoices a year. Schwartz worked overtime throughout summer 2022 while PRT was short-staffed to make sure vendors got paid. He also foiled multiple fraud attempts by hackers and scammers who were trying to gain access to our vendor banking information. He followed PRT fraud detection and prevention procedures, and prevented payments being diverted to fraudulent bank accounts.

Operator Patrick Slade pulled up to a stop when a man stepped on the bus and offered to sell him a gun. He even showed the weapon to Slade. After that, the man tried to get onto another bus, so Operator Slade radioed the other operator and told him not to let the man on. He also called police and provided a detailed description of the salesman. When police arrived, they found the gun and discovered it was stolen. Thanks to Slade's quick thinking and calmness in a potentially dangerous situation, an illegal gun was removed from the streets.

Something didn't seem right to Operator Clayton Smith on a frigid November day at Swissvale Station. There was a box left in an unusual place. It was outside and someone was bound to run it over. Smith investigated and found five tiny kittens inside the box. He brought his discovery on board and placed the box full of kittens next to the heater to keep them warm while he waited for police to arrive. PRT's officers took the kittens to Animal Friends so they could receive care.

Route Foreman Montel Staples wasn't even on the clock when he got a standing ovation from a bus full of riders. A house fire in Duquesne prevented a bus from taking its regular route. The bus had nowhere to go and everyone on board was facing a significant delay. Lucky for them, Staples was attending a community event nearby. He climbed aboard the bus and navigated through the blockage. Even though he was off the clock, he rode with the operator through the temporary detour. Staples only left the bus once the operator said he was good to be left alone.

Operator Patrick Ulm witnessed a car and a bicyclist collide on East Carson Street. Ulm secured the bus and approached the bicyclist on the road. With the help of a nurse, he rolled the motionless bicyclist over and administered CPR. Medics arrived a short time later and transported the bicyclist to a local hospital.

Last but not least, a group of PRT employees went well above the call of duty in the aftermath of the collapse of the Fern Hollow Bridge. Lieutenant Robert DiPippa, Lieutenant Shawn Mauro, as well as Officers Trastian Collins, David Harris, Nicholas Masi, and David Walters were all called to the scene of the collapse. Upon arrival, they determined bus 3309 had dropped from the bridge onto the rubble on top of the gorge below.

These six members of the Port Authority Police Department courageously climbed down the hillside to help the driver and two passengers out of the bus, even though there was a major natural gas leak nearby. They didn't stop to get treatment for natural gas exposure until after the rescue was completed – but not before rushing to help with other aspects of the emergency response.

Kelleman concluded honoring these employees by stating that “PRT thanks each of these employees for their compassion and dedication, not only to our community, but to our agency as a whole.”

That concluded the report of the Chief Executive Officer.

Before calling on Ms. Zmijanac for a report of the Performance Oversight Committee, the Chair, on behalf of the entire Board, thanked the employees being honored at the meeting. He stated that “The Board appreciates the employees going above and beyond but also for their day to day service.”

Ms. Zmijanac then reported that the Performance Oversight Committee met the prior week and had five resolutions to present to the Board for consideration.

The Committee first reviewed six procurement items and determined the bids to be in accordance with PRT's procurement policies and procedures, the prices fair and reasonable, the bidders to be responsible and the bids responsive.

The Performance Oversight Committee recommended the award of bids listed in the resolution for the total amount of \$2,018,182.76.

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

The second resolution presented was to authorize PRT to approve and ratify the terms of a Collective Bargaining Agreement with Port Authority Transit Police Association covering Transit police officers. The current agreement expires on July 31, 2023.

It was reported at the meeting that PRT staff and Police Association representatives have been engaged in good faith bargaining in an effort to reach a new agreement.

It was also noted at the meeting that the Police Association has voted to accept the terms and conditions of the amended agreement.

The Performance Oversight Committee recommended that the Board approve and ratify the Agreement between PRT and the Police Association covering the terms and conditions of employment for the officers for the period August 1, 2023 through July 31, 2024, as set forth on the summary attached to the resolution as Exhibit A.

On behalf of the Performance Oversight Committee, Ms. Zmijanac 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 to is authorize PRT to enter into a Cooperation Agreement with the Pittsburgh Water and Sewer Authority for the Mellon Terrace Bus Layover project.

It was reported at the meeting that PRT operates bus service on a portion of Mellon Terrace, a public street in the City of Pittsburgh's Highland Park neighborhood, and that PWSA is in the process of finalizing plans to perform construction work along Mellon Terrace.

Currently there is insufficient space along Mellon Terrace for buses to layover without disrupting the flow of vehicular traffic. PRT therefore desires to construct a bus layover space and perform related roadway improvement work along Mellon Terrace.

In order to reduce the overall cost and duplication of tasks, and to maximize coordination and minimize the potential for conflicts or delays, PRT and PWSA have agreed that PWSA's contractors will also perform the construction on PRT's layover project, for which PRT will reimburse PWSA.

The Performance Oversight Committee recommended authorizing PRT to enter into the Cooperation Agreement with PWSA for this project.

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

At the Performance Oversight Committee, Chief Safety Officer Burt Jennings updated the Committee on the Amended Public Transportation Agency Safety Plan.

It was explained that since PRT is a recipient of federal and state funding, PRT is required to comply with all applicable federal and state laws, regulations and rules.

On June 26, 2020, the Board authorized PRT to adopt and implement its first Public Transportation Agency Safety Plan to replace its previous System Safety Program Plan.

Pursuant to FTA regulations, PRT must review its PTASP on an annual basis to determine if further changes and/or updates need to be made. Should there be any necessary changes or updates, approval is required by the PRT's Board along with PennDOT's Rail Transit Review Program. PennDOT's Rail Transit Review Program has preliminarily approved the plan.

Due to the large amount of material included in the plan, it has been posted on PRT's website, and a number of copies are available today at the sign-in table.

The Performance Oversight Committee recommended approving and implementing the 2022 Public Transportation Agency Safety Plan.

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

Ms. Zmijanac continued reporting that In January 2019, PRT entered into agreements with Greenlee Partners, LLC and Buchanan Ingersoll & Rooney PC to provide governmental relations and legislative consulting services. The agreements were for an initial term of three years and a total not-to-exceed amount of \$888,000, to be allocated by PRT among the two firms on an as-needed basis.

Agreements also contained two option years to be exercised by PRT in its sole discretion, and in November 2021, the Board authorized PRT to exercise the first option year to extend Agreements through March 31, 2023 and increase the total not-to-exceed amount of \$1,137,206.

PRT determined that the services performed by both firms have been satisfactory and in compliance with the agreement.

The Performance Oversight Committee recommended exercising the second option to extend the term of Agreements for an additional year to March 31, 2024, and to increase the previously authorized amount by \$292,650.50.

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

That concluded the report of the Performance Oversight Committee.

The Chair called on Ms. Ann Ogoreuc, Chair of the Finance Committee, for a report.

Ms. Ogoreuc reported that the Finance Committee met last week she had a resolution to present for the Board's consideration.

The resolution was to authorize PRT to extend and amend the agreement for Fare Model Development and Title VI Analysis services.

These services include, but are not limited to, reviewing PRT's current fare structure and policy, assisting with utilizing the previously delivered fare model, analyzing alternative fare structures, providing support at internal and public meetings and providing a Title VI Fare Equity analysis report.

Ms. Ogoreuc reported that in January 2019, PRT's Board authorized an award to Four Nines Technologies to provide the services for a three-year term for a not-to-exceed amount of \$210,000. The agreement also included two option years to be exercised at the sole discretion of PRT. On February 25, 2022, the Board authorized PRT to exercise the first option year through February 28, 2023 and to increase the not-to-exceed amount to \$410,000.

PRT has determined that it is in its best interest to exercise the second option extending the term of the agreement to February 28, 2024 with no increase in the not-to-exceed amount.

At the meeting, Controller Peter Schenk emphasized, in response to a Board Member's question, that the fare model and Title VI-related analysis work was done under the original agreement and first option year extension. Any supplemental work that PRT may require during the second option year would be done on a work order only basis and likely be limited in nature and well within funds already authorized for this contract. Therefore, the proposed resolution to exercise the second option year for this contract would include no further increase to the previously authorized total not-to-exceed amount.

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

Ms. Ogoreuc continued reporting that the January financial results were also presented at last week's meeting.

It was reported that Total Operating Income for the month of January was over budget by \$112,244 due to higher Interest Income and ACCESS Shared Ride Revenues. For the fiscal year, Total Operating Income is \$2.5 million below budget due to lower Passenger Revenue and ACCESS Shared Ride Revenue which is partially offset by higher Interest Income.

January Operating Expenses were below budget for the month by \$3.3 million primarily due to lower Salary and Wages, Purchased Services and Materials & Supplies. Total Expenses for the fiscal year are \$30.1 million below budget with every expense category currently below budget.

Total Subsidy for the month of January was \$583,885 below budget due to lower State Operating Assistance related to the ACCESS Program.

Total Subsidy through January is \$3.7 million below budget due to lower ARPA invoicing which will normalize by year-end if the full budget of federal subsidy is needed.

Finally, it was reported that the Authority ended the month of January with approximately \$167.1 million in cash reserves.

That concluded the report of the Finance Committee.

The Chair called on John Tague, Chair of the Planning and Stakeholder Relations Committee for a report.

Mr. Tague reported that the Planning and Stakeholder Relations Committee met last week and he had a few items for the Board.

First at the meeting, staff presented a summary of the public comment period for the proposed Downtown-Uptown-Oakland Bus Rapid Transit Service Changes.

It was reported that the public comment period began on December 15 and ran through February 1. A total of 730 comments were collected during this time, representing a diverse range in race, income, and geography. The vast majority, 95 percent, of the comments were delivered online, with about three percent delivered on voicemail, and one percent delivered both to Customer Service and through the public hearings which were held on January 18.

A total of more than 3,500 comments have been received since the inception of the project in 2017.

Mr. Tague noted that most of the comments are favorable to the proposed changes, with about 1,800 comments in favor and 1,600 opposed. A large number of negative comments were received opposing the potential change of the P3 Route. The proposed changes include extending service downtown via the BRT corridor while stopping the route in Wilkinsburg rather than in Swissvale. These changes will not be implemented until 2025, so there is time for staff to conduct additional analysis and outreach prior to implementing changes to the P3 Route.

Mr. Tague continued reporting that In March, the Board will receive the Title VI Report and recommendations for the service changes planned for 2023. Construction is expected to begin in the Downtown portion of the project in spring of 2023 and the earliest the changes would begin would be October. Construction of the Uptown-Oakland corridor is expected to begin in spring of 2024.

The Committee also received a report on the Allegheny County Transit Council (ACTC) and The Committee on Accessible Transportation (CAT).

ACTC met on February 22. Staff briefed the Council on the Collective Bargaining Agreement with ATU Local 85. Staff also provided the Council with an overview of PRT's park and ride facilities. The transit service standard updates were provided to the group and staff briefed the Council on the BRT service change process. Their next scheduled meeting is March 22.

CAT met on February 2 and received updates on the braille sign progress and next steps; the transit service standard updates, the annual service report, and upcoming public meetings; and the upcoming February service changes.

Ms. Karen Hoesch of ACCESS also provided the Committee with an update on ridership, paratransit drivers, and the same day pilot extension. Their next scheduled meeting is May 4.

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

The Chair called on Ms. Liptak, Chair of the Technology Committee for a report.

Ms. Liptak reported that the Technology Committee met on Thursday, February 16, and had one resolution for the Board's consideration.

This resolution would amend the software license and services agreement with Oracle America, Inc. for Maintenance and Support Services. The agency utilizes Oracle's Peoplesoft software for Human Resources and Financial functions. Due to escalation clauses built into the contract when it was originally acquired and the agency's budgetary growth and enhanced use of modules triggering such clauses, additional fees take effect which are not able to be covered under the previously authorized 2019 contract.

The Technology Committee recommended amending the 2019 agreement with Oracle for the services and increase the total not-to-exceed amount to \$4,582,839.35 and also authorizing designated management to enter into any further amendments and ordering documents with Oracle to carry out the purpose of this resolution.

On behalf of the Technology Committee, Ms. Liptak respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented. Following this resolution, the Committee received brief updates on the Technology Work Plan for 2023 and the pilot activation of Disruption Management to provide more timely service updates for riders.

That concluded the report of the Technology Committee.

Under New Business, the Chair presented a resolution for approval to provide CEO Katharine Kelleman a calendar year 2022 Performance Bonus in the amount of 20 percent of her 2022 base salary. It was determined that Ms. Kelleman met the various targets and criteria set by the Board in 2022 and therefore has earned the performance bonus.

On behalf of the Governance Committee, Chairman Letwin respectfully requested approval of the resolution. It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Next, there was only one speaker, Mr. Ralph Williams, President of ACTC, who addressed the Board under public comment. Mr. Williams first congratulated Ms. Kelleman on her performance bonus and applauded the employees who received the awards at the meeting.

Mr. Williams then urged PRT Board to bring back the operators who lost their jobs due to the COVID vaccine mandate. He stated that although PRT is making strides in hiring new operators, experience counts. Riders are going to lose confidence in PRT and stop riding.

The Chair announced the next Regular meeting of the Board will be Friday, March 24, 2023.

With no further business the meeting was adjourned.