

PORT AUTHORITY OF ALLEGHENY COUNTY  
MINUTES OF THE REGULAR BOARD MEETING  
FRIDAY, JUNE 30, 2017

The Regular Meeting of the Board of Port Authority of Allegheny County was held on Friday, June 30, 2017, at 9:30 a.m., at the Authority's Administration Offices, 345 Sixth Avenue, Pittsburgh, Pennsylvania, 15222-2527, pursuant to due public notice given as required by law.

**Board Members:**

Jeff Letwin, Chair  
Jennifer Liptak  
Ann Ogoreuc  
John Tague  
Rob Vescio (via phone)  
Senator Brewster (via phone)  
Rob Kania  
Michelle Zmijanac  
Joel Lennen, General Counsel

**Media:**

Ed Blazina, Post-Gazette  
Sarah Arbogast, KDKA  
Adam Martin, WPXI

**Port Authority Staff:**

David Donahoe, interim chief executive officer, Bill Miller, chief operations officer, Keith Wargo, assistant general manager Engineering and Technical Support, Jim Ritchie, Communications officer, Barry Adams, assistant general manager Human Resources, Mike Cetra, assistant general manager Legal and Corporate Services, Ed Typanski, director Grants and Capital Programs, Catherine Terrill, Professional Services contract specialist, Adam Brandolph, Public Relations representative, Jermaine Ward, manager Professional Services, Dan DeBone, Community and Government Relations Officer, Robert Sechler, Professional Services contract specialist, John DeAngelis, manager Contract Administration, Chris Walker, associate service planner, Fred Mergner, assistant management Service Planning and Scheduling, Melissa Rubin, Public Relations coordinator, Deborah Skillings, Community Outreach coordinator, Diane Williamson, executive assistant.

**Other**

Molly Nichols, PPT, Carolyn Lenigan, Chandana Cherukupalli, PPT, James Love, ACTC, Maria Green, PPT, Dean Mougianis, PPT, Jim Gordon, GAI, Tom Vena, HNTB, Andrew Hussein, PPT, ACTC, Bus Hotline, Ada Rajkovic, TMC, Gabriel McMorland, TMC, Barbara Simpson, ACTC, Michael Alexander, K. Stefani, SPC, Tom Donatelli, MBI, Dave Toten, SPC, Stuart Strickland, ACTC, Jim Robinson, ACTC, James Keener, Alan Hart, Emily Fear, Abigail Cartus, Lisa Gonzalez, Krystle Kight, Christina Warner, Hannah Donovan, Laura Wiens, Abigail Meinen, Jordan Romanus, Michael Telian, Gabriel McMorland, Jordan Malloy, Christina Castillo, Monica Ruiz Rev. Ross Carmichael, Jonah McAllister-Erickson, Jess Gold, Antonia Domingo, Jenna BaronMichael Alexander, Amy Risko, Rhea Dunn, Howard Gamble, Brandi Fisher, Darnika Reed Daniel Malinsky, Seamus Johnston, Lia Juarez, Casey Madden, Mark Rice, Kyle Stewart.

After the recital of the pledge of allegiance, the Chairman announced that due to circumstances beyond his control, he will need to leave the meeting by 10:00 a.m.

A recommendation was made for approval of the minutes of the May 28, 2017 Regular Meeting. A motion was made, seconded and unanimously passed.

Before calling on Mr. Donahoe for a report of the interim chief executive officer, the Chairman announced that Senator Brewster and Mr. Vescio were participating in the meeting via telephone.

Mr. Donahoe reported that this is his first meeting as interim CEO and it has been an active month for him. He noted that this is not the Port Authority of his youth with changes in funding predictability, thanks to state and county legislative and executive branch actions, technology application and rolling-stock reliability have made it a new day for public transit in the county. He also noted the progress that's been made with the ACCESS system, which he helped to start many, many years ago when he was involved with Port Authority. He said that he is impressed with the effort the Board, staff and employees, both represented and non-represented, have put into seizing the opportunities provided.

Mr. Donahoe continued reporting that June was a good month to jump in as we saw a number of challenges that required a team effort to meet. Along with the one planned, there were two unplanned major events that caused significant service dislocation in the central business district, including a major early rush-hour fire, the successful three-day pride weekend, and the Pen's Stanley Cup parade. Road and Rail Operations and police, as well as Communications and Customer Service, swung into action getting detours set up and out to the public. We also played a role, as we frequently do, in providing assisted transportation for fire victims as well as for the parade.

Mr. Donahoe stated that he has also spent considerable time working with staff on the planned light rail fare collection change originally slated for July 1. As we announced earlier this week, we are postponing implementation to give us time to resolve equipment supply and software reliability issues. He was pleased to report that our fare system supplier has been responsive to him, and at this moment has three experts onsite making progress towards resolving the issues. We all get frustrated when a computer fails us, and he is told that the collection system has somewhere between 50 to 70 million customer interactions a year, most of which proceed normally.

Even so, we want to do better he said. For example, one of the items on the agenda will for the first time to provide weekend call-out services on the maintenance of the fare card dispensing machines. As we encourage and even require use of fare instruments, our equipment must be available and at an optimal level.

Mr. Donahoe continued reporting that he attended several meetings on the BRT project; where Port Authority staff did an excellent job outlining the proposed routes and answering public questions and concerns. He is taking an active role in this project, and work is proceeding to present the project to SPC during the summer and file a federal application in September.

Mr. Donahoe has also spent time touring facilities and meeting employees that operate and support the system. Getting to know Port Authority from that vantage point shows you the complexity of service delivery of this magnitude, noting that efficiency, timeliness and safety are being addressed by teams at these facilities. To cite one example, Mr. Donahoe congratulated teams at South Hills Village Rail Center, Collier Division and Administration for multiple months of non-reportable employee injuries. Efforts to keep employees safe are a good employer's duty but also enhance service delivery.

Mr. Donahoe concluded his report by stating that the transition that the Board provided by announcing his appointment in April was seamless and extremely valuable. He thanked the Board members, as well Port Authority's former CEO, Ellen McLean and staff, for making it so.

That concluded the report of the interim chief executive officer.

The Chairman thanked Mr. Donahoe and stated that he must say, in his short tenure here, he has been doing a great job and the Chairman thinks it justifies the Board's decision to retain him.

The Chairman called on Ms. Zmijanac for a report of the Performance Oversight Committee. Ms. Zmijanac reported that a meeting of the Performance Oversight Committee was held on Thursday, June 22, and the minutes from the previous meeting were approved by the Committee.

The financial results for the month of May were reported at the meeting. It was reported that Total Operating Income was \$494,761 over budget primarily due to Passenger Revenues exceeding budget. Total Operating Expenses for the month were \$2.5 million under budget primarily due to lower Employee Benefit Expenses. Total Operating Subsidies for the month were \$154,634 under budget, which is a timing issue.

From a year-to-date perspective, it was reported at the meeting that Total Operating Income is \$395,526 under budget. Total Operating Expenses are \$21.6 million under budget for the year and total Subsidies are \$1.589 million over budget, which is also a timing issue.

There were five resolutions reviewed by the Performance Oversight Committee for consideration by the Board.

The Committee first reviewed three procurement actions and found the bids to be in accordance with the Authority's procurement policies and procedures, the prices to be fair and reasonable, and the bidders to be responsive and responsible.

Ms. Zmijanac stated that the Performance Oversight Committee therefore recommends for award the three items outlined in the resolution for the total amount of \$871,034.00.

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 reported that the Committee then reviewed a resolution requesting authorization to extend and amend agreements for Construction Management Services. The current term for the agreements with Parsons Brinckeroff, Inc. and Hill International, Inc., will expire on July 31, 2017. There are ongoing construction projects that will extend beyond that date for which construction management services are to be provided by both firms.

The Performance Oversight Committee recommends extending the agreements for one year, through July 31, 2018, at no increase in the previously authorized total not-to-exceed amount, solely for the purpose of completing the services for the projects listed in the resolution.

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 stated that the Committee then reviewed a resolution authorizing the Authority to enter into an agreement with LogicTree Corporation to provide interactive voice response services. The current agreement expires on August 6, 2017.

Ms. Zmijanac explained that as the Authority's IVR System utilizes LogicTree's proprietary design, and only LogicTree is currently capable and authorized to service and provide support for the system, the Performance Oversight Committee recommends entering into an agreement with LogicTree to provide the services through June 30, 2018 for a not-to-exceed amount of \$275,000.00.

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 Committee then reviewed a resolution authorizing the Authority to enter into the First Amendment to the service agreement with the University of Pittsburgh. Ms. Zmijanac explained that since the late 1990's, Port Authority and the University of Pittsburgh have been parties to a series of agreements providing eligible Pitt students, faculty and staff with access to Port Authority's transit system.

The current agreement is scheduled to expire on June 30, 2017. Among other terms and conditions, the agreement provides that the University pay the Authority 50 percent of the base fare per card tap, which is currently \$1.25 per card tap.

The Performance Oversight Committee recommends entering into the First Amendment to the agreement which will extend the agreement for one year.

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 reported that the Committee then reviewed the last resolution authorizing the Authority to enter into an Agreement with Scheidt & Bachmann USA, Inc., for the Automated Fare Collection Operational Hardware and Software Maintenance.

Scheidt & Bachmann furnished the Authority's existing Automated Fare Collection System. Pursuant to a resolution passed on May 29, 2015, the Board approved the current agreement with Scheidt & Bachmann for non-farebox operational hardware and software maintenance services.

As the current agreement expires on June 30, 2017, the Performance Oversight Committee recommends entering into a new five-year agreement with Scheidt & Bachmann to provide the maintenance services through June 30, 2022 for a total not-to-exceed amount of \$10.4 million.

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 Chairman called on Mr. Tague for a report of the Planning and Stakeholder Relations Committee. Mr. Tague reported that the Planning and Stakeholder Relations Committee met last week and there are four resolutions that the committee is recommending for approval.

The first resolution authorizes the Authority to adopt the FY 2018 operating and capital budgets and to implement and maintain operating reserve funds. Port Authority's CFO, Peter Schenk, presented the committee with an updated presentation on the operating and capital budgets for FY 2018. The proposed operating budget is \$419,785,746 and the proposed capital budget is \$133,393,000. The initial amount of the reserve fund would be the equivalent to one month's operating budget. Mr. Tague commended Mr. Schenk and his staff for putting together the budgets.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution.

It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Mr. Tague reported that the next resolution authorizes the Authority to accept the Pennsylvania Department of Transportation's Act 44 Performance Report and approve Action Plan Improvement Strategies.

Mr. Tague explained that the purpose of the Act 44 review was to assess the general management practices, business practices, financial stability and to note potential areas of improvement. The Act 44 review for the Authority was conducted in 2015 and 2016, noting that all Board members received a copy of the review.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution.

It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The third resolution authorizes the Authority to file grant applications with the Pennsylvania Department of Transportation for Section 1513 State Operating Assistance and Section 1514 State Capital Assistance of Act 89 available in FY 2018.

This resolution authorizes the Authority to file grant applications to receive \$229,808,491 in operating assistance and \$114,500,000 in capital assistance for FY 2018. Mr. Tague added that this resolution also authorizes the Authority to request the appropriate local matches.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague respectfully requested approval of the resolution.

It was moved, seconded and unanimously agreed that the resolution be approved as presented.

Mr. Tague stated that the final resolution authorizes the Authority to apply for and accept the Commonwealth of Pennsylvania's Multi-Modal Transportation Funding. The Authority is requesting authorization to apply for multi-modal transportation funding from PENNDOT for the second phase of the McKeesport Transportation Center Improvements. PENNDOT funded Phase I, which included demolition in March of the old structure. This resolution authorizes the Authority to apply for \$1,540,000 to complete the second phase of the improvement.

On behalf of the Planning and Stakeholder Relations Committee, Mr. Tague 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 Planning and Stakeholder Relations Committee.

Mr. Letwin stated that the first order of new business is the formation of a special committee regarding fare systems. He stated that he has the ability to form committees for special purposes. Mr. Letwin reported that he has formed a technology committee to deal with the fare system issues, and he has asked Mr. Vescio to serve as chair of that committee. He has also asked Mr. Rob Kania, Mr. John Tague and Ms. Jen Liptak to serve as members of that committee.

At this time, the Chairman passed the gravel over to Vice Chair, Ms. Liptak, to continue to run the meeting.

Also under news business, Ms. Liptak presented a resolution authorizing the Authority to accept a Hillman Foundation grant, noting that the resolution was provided to members, but in summary, we are currently going through a CEO search. A grant application was presented to the Hillman Foundation to help support that effort and we have received an authorization for \$100,000.

Ms. Liptak stated that on behalf of the Authority, we wish to express our sincere gratitude to the Hillman Foundation for its assistance in performing this search, and also for the continued support of the Authority and the entire community in Western Pennsylvania.

After asking for any questions, Ms. Liptak entertained a motion for approval of the resolution to accept the grant.

It was moved, seconded and unanimously agreed that the resolution be approved as presented.

The Vice Chair moved to the public comment section of the agenda. A total of 28 people addressed the Board in regard to the Proof of Payment Policy on the T, including James Keener, Alan Hart, Emily Fear, Abigail Cartus, Lisa Gonzalez, Krystle Knight, Christina Warner, Hannah Donovan, Laura Wiens, Abigail Meinen, Jordan Romanus, Michael Telian, Gabriel McMorland, Jordan Malloy, Christina Castillo, Monica Ruiz, Reverend Ross Carmichael, Jess Gold, Antonia Domingo, Jenna Baron, Michael Alexander, Amy Risko, Rhea Dunn, Chandana Cherukupalli, Howard Gamble, Brandi Fisher, Darnika Reed, Daniel Malinsky and Andrew Hussein.

The speakers asked Port Authority to halt the implementation of the fare enforcement policy on the light rail until public concerns have been adequately addressed. They stated that fare enforcement should be a civil process where an individual receives a bill, not a criminal process with a citation and possible jail time. They stated that the policy also needs to explicitly state that Port Authority will not hold or detain individuals who have warrants issued by Immigration and Customs Enforcement and that the constitutional rights of all immigrants must be upheld.

Some speakers also asked for annual training and internal and external accountability measures for fare inspectors and Port Authority police. A number of speakers asked that fare inspectors not be armed police officers. It was also noted that there should be training on interacting with people with mental health challenges and disabilities.

Among other issues, speakers suggested that the names and information of individuals who are cited not be shared publicly or with Immigration and Customs Enforcement. It was mentioned that Port Authority police should not use dogs to restrain people and that there should be more inclusiveness and diversity in Port Authority police hiring and promoting practices.

One speaker, Mr. James Love, stated that we need to respect our officers. We need to respect the fact that we have officers doing searches on all transit vehicles. He also noted that there are people who repeatedly do not pay their fare.

On another issue, Mr. McAllister-Erickson addressed the Board regarding the bus rapid transit. He stated that the proposed bus rapid transit system could represent a significant improvement for the transit rider experience, possibly offering faster service for a significant portion of the East End riders, more regular service on what would become local buses, eliminating the frustrating phenomenon of three buses from the same route arriving together or within minutes of each other, and a greener rider with electric vehicles.

Mr. Erickson noted that it could also be a spectacular boondoggle spending hundreds of millions of dollars improving travel time and service for the select few that live adjacent to the new service, but significantly worsening the riding experience for everyone else. He noted that without more information about what the service plan for local routes currently designated as key corridor service routes, it is impossible to evaluate the total effects of the BRT.

He said that it is also unclear whether or not proof of payment will come to the BRT, which would significantly expand the reach of the program and policies that many of the other speakers have discussed today.

He concluded his remarks by stating that this is not to mention the most significant point that's missing from the current BRT plan. Both the Committee for Accessible Transit and the Allegheny County Task Force on Disabilities have formally raised concerns about the accessibility of the BRT System. Without a full accounting of the accessibility plan, how can we know if we will spend hundreds of millions of dollars for a system that hinders instead of enhances mobility for seniors, wheelchair users and people with low to no vision.

There being no further business to conduct. The meeting was adjourned.

The next Regular Meeting of the Board will be Friday, July 28, 2017.