

**Planning and Stakeholder Relations Committee
Minutes
May 29, 2019**

Correction to April meeting minutes

The meeting was called to order at 8:30 am in Port Authority's Neal H. Holmes Board Room at 345 Sixth Avenue, Fifth Floor, Pittsburgh, with the following in attendance:

Board Committee Members

John Tague, Jr., Chairman

Ann M. Ogoreuc

Stephanie Turman

Jessica Walls-Lavelle

Board Members and Solicitor

Joel Lennen

Michelle Zmijanac

Opening Remarks

Mr. Tague, Committee Chair, opened the meeting and welcomed those in attendance.

Approval of Minutes from the April 18, 2019 Planning and Stakeholder Relations Committee Meeting

Mr. Tague asked Committee members if there were any corrections to the minutes. There was one: Jessica Walls-Lavelle should have been listed as one of the Board Committee Members that attended the meeting.

Authorization to Adopt Updated Title VI Program (A. Silbermann)

Mr. Huffaker explained that the Title VI is a long document (204 pages) that was sent to members a month ago so that everyone would have time to review and submit comments and any comments we received have been incorporated in the document as necessary.

Ms. Silbermann explained that The Civil Rights Act was passed in 1964 and includes Title VI, which is a federal requirement. This is a program that we review and update every three years and submit to the FTA. We have made revisions for our 2019 program and those revisions must be adopted by the board.

Among the updates: complaint investigation and tracking, language assistance plan, demographic information that we receive from the US Census, and definition of a major service change to make it slightly more inclusive.

Mr. Huffaker requested the Committee recommend to the full board.

Agency Long Range Plan – Overview and Schedule

Mr. Huffaker discussed how PAAC is pursuing development of a Long Range Plan. The last long range plan guiding PAAC activities dates back to 2006 and it was the Regional Strategic

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Vision for Public Transportation serving Southwestern Pennsylvania. It was a document that Port Authority co-authored with the agency's within SPC (Southwestern Pennsylvania Commission) territory. This plan was a document that listed a lot of projects that totaled nearly \$10 million.

Unfortunately, 2006 came just before financial difficulties came with Act 44 before some of the cutbacks in funding for transportation in this region and it derailed some of the projects from happening. It is time for Port Authority and Allegheny County to update our vision and this gives us the opportunity to develop a new Long Range Plan.

We are really focusing heavily on public outreach and will be working with various groups countywide. We are looking at 15 to 18 months for the full timeframe to roll out and we will be reporting to this Committee monthly. Next steps will be kicking off summer and fall of 2019. We are currently finalizing the scope of work for our consulting effort to help support some of this outreach and some of the visioning efforts for the undertaking. We will be creating a Steering Committee to guide the effort to help us ensure we are on track with meeting the goals of this project. We will be coordinating the first round of Public Outreach this summer or into the fall and that will help us identify the goals and vision to where Port Authority is going.

In fall of 2020, we expect to have our priority project list defined and be able to put it on the website and have a final document.

Ms. Kelleman stated that when she was hired it was clear that the board wanted to establish a vision and long-range plan.

Preliminary FY2020 Operating and Capital Budgets Presentation

Port Authority has not been given formal notification of any change in the capital funding that we would receive from the Turnpike Commission. We are hoping in the next two to three weeks to be notified.

CFO Pete Schenk reviewed Act 89 and how it benefitted Port Authority.

When Act 89 was passed, we were projecting operating budget deficits in FY2016 and they were projected to grow substantially by FY2024. We have been fortunate that we haven't had those operating deficits and have been able to push them off.

- *Ms. Kelleman added that we have been well ahead of what was projected when Act 89 passed.*

Mr. Schenk explained that if we did run into those operating deficits, we would use operating reserves.

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We have identified three or four capital projects and we deprogrammed those to use the funds toward our vehicle overhaul program, which is traditionally part of our operating budget. What it funds is mid-life overhaul of the buses and some light rail vehicle work.

Mr. Schenk reviewed highlights of the preliminary operating budget.

Questions from the committee, board members and others:

1. Mr. Tague asked if he could ask questions during the Title VI presentation.
 - a. Mr. Huffaker answered yes, absolutely.
2. Mr. Tague explained the two things that stood out to him in this report is the community outreach and that there was 300 complaints due to disrespect. Have the complaints decreased in the recent years?
 - a. Mr. Wells replied that when there is wrongdoing by our operators, the OEO staff will have discussions with their manager and in some cases, the employee has a hearing. Employees could be disciplined. He said there has not been an increase since the last report.
3. Ms. Walls-Lavelle asked if we could be more specific on how we address certain problem operators.
 - a. Mr. Wells replied we are required to report the issue as being addressed and their own service file or record has a record of discipline at that period.
4. Mr. Tague asked if this would be accessible through the website.
 - a. Mr. Huffaker said yes.
5. Ms. Zmijanac said she would like to see when Mr. Huffaker is moving forward on this project the deadlines, dates, and then see any action steps.
 - a. Mr. Huffaker said yes every step of the project would be presented.
6. Ms. Turman stated to Mr. Ritchie when you are scheduling and coordinating the public outreach that she would like to work in conjunction with the BRT schedule as well.
 - a. Mr. Ritchie replied we have many things in the air right now that can be confusing from a public standpoint, so we don't want to go and have too many community outreach meetings on different topics. We want to do it all at once and simplify it for the public.
7. Mr. Tague asked where the Authority keeps the money.
 - a. Mr. Schenk said we have this in several interest bearing bank accounts