



Erie Metropolitan Transit Authority

127 East 14th Street- Erie, Pennsylvania 16503

CEO, Jeremy Peterson

ERIE METROPOLITAN TRANSIT AUTHORITY

SAFETY COMMITTEE AGENDA

August 23, 2023 at 10:30 a.m.

- 1) Meeting Called to Order
- 2) Attendance
- 3) Accept the Agenda
- 4) Accept previous minutes
- 5) Election of Officers (chair, vice chair)
- 6) Review, discussion, and acceptance of proposed by-laws (see attached)
- 7) Accidents
- 8) Workman's Compensation
- 9) Accomplishments
- 10) Open Forum – General Safety Concerns
- 11) Adjournment

*The next meeting will be held on **September 25, 2023** 10:30 AM*



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Chief Executive Officer

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**Erie Metropolitan
Transit Authority
Safety Committee
Minutes
August 23, 2023
- OFFICIAL**

CALL TO ORDER & RECORDED:

Matt Sanfilippo called this meeting to order at 10:35 a.m. and advised meeting will be recorded.

ATTENDANCE:

EMTA Staff: Matt Sanfilippo; Jon Hart; Becca Gathers; John Burbules. NOTE: Union Members not present due to not being seated at this time. Per Renwick, members to be seated at Union meeting on September 7, 2023 and should be present at September safety meeting.

MOTION TO ACCEPT AGENDA:

Matt Sanfilippo called for a motion to accept August's Safety Committee Agenda. Jon H. agreed, John second. Motion carried.

MOTION TO ACCEPT PREVIOUS MINUTES:

Matt Sanfilippo called for a motion to accept the July Safety Committee minutes. Jon H. agreed, John B. seconded. Motion carried.

ELECTION OF OFFICERS:

Chair:

Vice Chair:

Secretary:

ELECTION OF OFFICERS - Tabled until next meeting, September 25, 2023, due to Union's presence required.

REVIEW, DISCUSSION, AND ACCEPTANCE OF PROPOSED BY-LAWS:

ELECTION OF PROPOSED BY-LAWS - Tabled until next meeting, September 25, 2023, due to Union's presence required.

ACCIDENTS:

Matt Sanfilippo – Fixed route has two accidents to report.

August 11th, 2023 - still waiting on word from adjuster to advise if bus is a total loss or not. Driver is currently not permitted to drive.

Second accident involved Paul Rodgers, who was injured while de-fueling the CNG Tanks on that bus.

John Burbules – Two LIFT accidents:

First accident involved a LIFT driver who clipped and broke a mirror. This was not filed through GB.

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Second accident involved a LIFT driver who was parked at UPMC-Hamot on State Street, while another driver side-swiped their LIFT bus. LIFT driver was found not at fault, and no injuries were reported. Claim filed through at-fault party.

Jon Hart – GARAGE: No accidents to report at this time.

WORKMAN'S COMPENSATION:

Matt Sanfilippo – Two Workers' Compensation claims were filed from fixed route accidents involving Angela Kanj and Paul Rodgers.

ACCOMPLISHMENTS:

Matt Sanfilippo - Sharps kits have been created and deployed to first responding vehicles. Matt is currently looking into creating an accident kit to add to sharps kit to ensure we are fully prepared when responding to an accident.

Becca Gathers – Building an Employee Intranet site to aid in Safety Communication throughout the entire organization. Currently working with VNet to create Guest usership for employees to gain access to the portal.

OPEN FORUM – GENERAL SAFETY CONCERNS:

Matt Sanfilippo – Should EMTA workers de-fuel CNG Tanks?

Jon Hart responded advising EMTA employees certified employees with MBGI. EMTA has more certified employees than any entity in the state of PA on CNG Fuel systems. Advised accident regarding Rogers should remain an isolated incident due to having a different style port system. Jon is requesting procedure manual for that particular style bus port. Jon and Matt to advise Jeremy and provide Jeremy with a list of certified employees through Joe Hazlette.

Homeless concern: several homeless coming down the hill and trespassing on EMTA property. We may need to enforce weak openings with a gate. Jon Hart advised we have two quotes, and he will re-visit that information and present it to Jeremy for his review.

Two separate vehicles noticed tailing EMTA Fixed Route buses. License Plates and vehicle descriptions have been forwarded to EPD for review.

Matt, Andre and Ed to attend CDL change review in Warren next time new testing is available to see what the new course entails.

Becca Gathers – Safety drills. To investigate live training event in the near future.

SMS – Coming due in December and looking to be better prepared. Will need input from Garage, Maintenance, and Union. Will present questions at next Safety Committee meeting and add this item to the September Agenda.

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John Burbules – LIFT employees are supposed to stop at train tracks near Bayfront by Devita. Traffic is increasing at a nearby hotel, and a larger vehicle may not see or notice LIFT service coming to a complete stop. There are two separate sets of tracks. Requesting to see if LIFT employees can put their four-ways on and do a roll thru versus stopping and creating a potential safety hazard.

ADJOURNMENT:

Matt Sanfilippo called for a motion to adjourn. Becca Gathers and Jon Hart seconded. Motion carries. End 10:45 a.m.

The next meeting will be September 25, 2023, @ 10:30 a.m.