



Jeremy Peterson
Chief Executive Officer

Erie Metropolitan Transit Authority
127 East 14th Street
Erie, Pennsylvania 16503

EMTA Safety Committee Sign-In Sheet

Monday, September 25, 2024 10:30 a.m.

1. Becca Grathers
2. Joe Harbitt
3. Matt Sanfilippo
4. John Burbules
5. John Renwick
6. Julie Michalak - julie.michalakoyak@emta.com
7. Dan O'Neil
8. Daniel Dibble
9. John Hart
10. Robin Hurvath jpear270@roadrunner.com
11. _____
12. _____
13. _____
14. _____
15. _____



Erie Metropolitan Transit Authority

127 East 14th Street- Erie, Pennsylvania 16503

CEO, Jeremy Peterson

ERIE METROPOLITAN TRANSIT AUTHORITY

SAFETY COMMITTEE AGENDA

September 25 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) SMS & Erie County Fire Department Walk-Thru
- 10) Accomplishments
- 11) Open Forum – General Safety Concerns
- 12) Adjournment

The next meeting will be held on August 23, 2023 10:30 AM



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**Erie Metropolitan
Transit Authority
Safety Committee
Minutes
September 25,
2023 - OFFICIAL**

CALL TO ORDER & RECORDED:

Matt Sanfilippo called this meeting to order at 10:35 a.m.

ATTENDANCE:

EMTA Management Staff: Matt Sanfilippo; Jon Hart; Becca Gathers; John Burbules.

EMTA Union Staff: John Renwick; Julie Michalak; Dan O'Neil; Daniel Dibble; Robin Horvath, Joe Hazlett.

MOTION TO ACCEPT AGENDA:

Matt Sanfilippo called for a motion to accept the September Safety Committee Agenda.

Robin agreed, Julie second. Motion carried.

MOTION TO ACCEPT PREVIOUS MINUTES:

August minutes tabled until the October Safety meeting for Union's review.

ELECTION OF OFFICERS:

Chair:

Vice Chair:

Secretary:

ELECTION OF OFFICERS - Tabled until next meeting, October 23rd per Union's request.

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

ELECTION OF PROPOSED BY-LAWS - Tabled until next meeting, October 23rd, to allow Union time to review by-laws.

ACCIDENTS:

FIXED - Several reports of passenger falls due to the bus moving prior to customers sitting down. Drivers are to be retrained.

LIFT - One accident reported Saturday, September 23rd, 2023.

GARAGE - No accidents to report at this time.



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WORKMAN'S COMPENSATION:

Two Workers' Compensation claims are currently in review.

SMS INFO/FIRE DEPT WALK THRU:

Updating SMS for 2023 submission.

Second Safety Concerns box to be added for the LIFT/Garage employees.

Fire Department to complete a walk-thru on November 6, 2023 at 10:00 a.m.

Scheduling a walk-thru with EPD with digital blueprint of the building to follow.

ACCOMPLISHMENTS:

Three awards from the Safety Round Table – score is going up

Sharp kits have been added to vehicles – signs to be posted for driver awareness

Vehicle accident kits have been added to our first responder vehicles

New in-house drug drop box to be added soon.

OPEN FORUM

Trespassing concerns – Reviewing potential fencing options for barrier to entry points. No trespassing signs are also being added.

Loomis Issue – Bus and vehicle times are currently an issue due to both vehicles almost colliding. “Do Not Enter” signs added to direct one-way traffic.

Dispatch leaving/last bus arriving gap- In review

Bus Tripper – Continuing to monitor. Buses have been re-routed to assist with overcrowding relief. Bus pass checks to be enforced through the School District.

Railroad tracks near Wastewater Treatment – Reviewing if tracks are currently in use. LIFT to continue to stop at tracks unless otherwise noted.

Door Access Issue – Additional FOB to be reviewed with Erie Fire Department during November 6 walk-thru.

Maintenance issues:

All maintenance concerns to be added into the DVI book. If issues are left unsolved, instructed to reach out to a supervisor.

ADJOURNMENT:

Matt Sanfilippo called for a motion to adjourn. Becca Gathers and Jon Hart seconded. Motion carries. End 11:45 a.m.

The next meeting will be **Monday October 23, 2023, @ 10:30 a.m.**

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