

POLICY COMMITTEE MEETING MINUTES

August 11, 2014

A Policy Committee meeting was conducted at 11:04 a.m. on August 11, 2014 at the Area Transportation Authority, Johnsonburg, PA.

Attendees at the meeting were:

Ken Wingo, Chairman - Policy Committee
Dick Stover, Policy Committee Member
Harry Whiteman, Policy Committee Member
Joan Robinson McMillen, Policy Committee Member

Michael Imbrogno, ATA Chief Executive Officer
Coletta Corioso, ATA Chief Financial Officer
Yvonne Wolesslagle, ATA Administrative Secretary

Ken Wingo, Chairman of the Policy Committee, called the meeting to order. The purpose of the meeting was to review Policy No. 354 – Policy on Fares and the Impact of Inflation.

Policy No. 354 – Policy on Fares and the Impact of Inflation:

The new law states that the Board must develop a policy to address the requirements of Title 74 Section 1507 (a) (6.1) requiring a statement of policy outlining the principles for the adjustment of fare growth to meet the impact of inflation. In terms of developing the policy, one thing we need to be aware of is that not everyone in rural areas of Pennsylvania have incomes that grow with inflation. We will need to be cognizant of this fact in relation to any fare increase. Michael feels that it would not work in rural Pennsylvania if we had a fare increase at the cost of the living index every year.

This policy is a compliance issue in terms of having it adopted for PennDOT. Coletta said that this law went into effect in January, 2014. The adoption of this policy can be submitted to PennDOT after the August 20, 2014 Board meeting. PennDOT was aware that transit properties had to engage this process the first of the new fiscal year.

Coletta also stated that in July 2008, ATA had implemented a fare increase and the base fare at that time was \$1.00 and was increased to \$1.25 (25% increase in the fare). We have taken a look at what the CPI was for the year in 2008 and looked at what it was at the close of 2013. The

difference in the CPI was about 7 ½%. What we are comparing is the CPI for the last fare change that we had for the period the last time it was changed, and what our differential in our fare is now. The fact that we had a 25% change in the fare and through 2013 there was only a 7 ½% increase, there is no indication that we need to adjust the fare accordingly. Coletta also pointed out that what happens is when we make a fare adjustment, because of the digital systems that we use; we had to limit our fare increase to increments of \$.25 on the fixed route fares. Based on this, we will not look at a fare increase in the foreseeable future, unless the Board would want to do that.

With no further discussion, a motion to recommend the adoption of Policy 354 to the Board was made by Harry Whiteman. Dick Stover seconded the motion, with all Committee members in favor.

Policy 309 – Service Goals, Monitoring, and Evaluation:

A copy of Policy 309 – Service Goals, Monitoring, and Evaluation was given to the Committee members. Michael stated this policy and other policies regarding services will need to be reviewed and revised in accordance to the new Act 89 legislation. Michael wanted to give the Policy Committee members a copy of this policy to review. A Policy Committee will need to be scheduled to revise and update Policy 309 in accordance to Act 89 mandates regarding establishing new service goals and standards.

Michael also stated that he would like to start giving dashboard reports to the Board members at the Board meetings. These dashboard reports will be indicators to give a quick look at the overall health and welfare of the organization. This will be done in a chart format so that we can start taking a look at such items such as road calls, on-time performance, etc. Ken Wingo suggested we should include the average age of fleet when setting the goals for road calls.

At 11:35 a.m., with no further business, a motion to adjourn the meeting was made by Harry Whiteman. Dick Stover seconded the motion with all members in favor,