

**PATH Riders' Council Inaugural Meeting Minutes - November 19, 2014 – 6:00 PM**  
Journal Square Transportation Center

**Meeting Agenda**

- I. Welcome, Introductions, and Housekeeping Items
- II. Recap of working groups and goals, kick-off of Service Working Group, introduction of punch list exercise
- III. PATH Presentation by Kevin Lejda – “PATH’s Service Planning and Scheduling”
- IV. Question and Answer Period
- V. Service Working Group Discussion – Short and Long term goals
- VI. Follow up and next steps

**ATTENDEES (PRC MEMBERS):**

1. Philip Burford
2. Anamitra Ghatak
3. Meesha Diaz Haddad
4. Ralph Jimenez
5. Terry Karney
6. Jeff Lichtstein
7. Ya-Ting Liu
8. Persio Logos
9. Anthony Lupena
10. Stewart Mader
11. Thomas Miller
12. Sridhar Shankar
13. Scott VonSchilling
14. Matthew Kessler
15. Noreen Redden
16. Asif Sandhu
17. Bonnie Wong

**ATTENDEES (STAFF):**

1. Linda Doss (Special Services Assistant, PATH – Operations Support)
2. Stephen Kingsberry (Director/General Manager, PATH)
3. Jessica Mills (Coord. of Marketing and Customer Service Programs, PATH-Operations Support)
4. Juan Carlos Rojas (Sr. External Relations Rep., PANYNJ-Government and Community Relations)
5. Edwin Sasportas (Manager, PATH-Operations Support)
6. Kevin Lejda (Assistant Superintendent, PATH Transportation Division)
7. John Burkhard (Superintendent, PATH Way & Structures Division)
8. Cheryl Ann Albeiz (Port Authority Media Relations Dept)

**MINUTES**

**Welcome, Introductions, and Housekeeping Items:**

Jessica Mills opened the meeting highlighting that the meeting would focus on service, scheduling, and capacity as per the group’s choosing. She advised the group that Linda Doss has returned from sick leave. She also asked council members to please remember to fill out and submit their responses to the post meeting surveys. Jessica Mills then proceeded to introduce Cheryl Ann Albeiz of the Port Authority’s Media Relations Department.

Cheryl Ann Albeiz addressed the group regarding their request for the PRC to be able to speak to the Media independently. She specified that:

- The group may not speak on behalf of PATH/PA, but only as PRC members / members of the public – any communication with any media outlets must go through the Council Chairperson and Co-Chairperson only

- They are encouraged to reach out to Media Relations for support on responding to any media inquiries, but are not required to do so
- They are encouraged to notify Media Relations when they have been in contact with the Press or made any public statement
- The group was asked to please use discretion and to be mindful of sensitive subject matter such as security
- Cheryl reminded the group that we consider PATH Rider's Council members as partners with PATH and that we value their feedback and support as concerned and informed PATH riders
- Cheryl celebrated the importance and benefits of the council members having an independent voice
- Cheryl encouraged members to attend as many of the PATH Education Series Sessions as possible

Stephen Kingsberry addressed the group and formally apologized for the afternoon's service suspension on the Newark – WTC line due to the malfunction of the Dock Bridge. Stephen complimented the group for their hard work and enthusiasm.

### **Recap of working groups and goals, kick-off of Service Working Group, introduction of punch list exercise**

The Council Chairperson, Ya-Ting Liu, and Council Co-Chairperson, Stewart Mader facilitated a short discussion with the council, which reiterated the working groups which were decided upon at the last meeting on September 17. During the last meeting, the council broke out into four groups and worked through some exercises to determine what their highest priority items were that they would like to see PATH focus on. From those exercises, the groups that were created included the Service Working Group, Technology Working Group, and Communications Working Group. Ya-Ting also ensured that the council members understood which group they would be a part of, and that they found their placements to be agreeable. She also made clear that this meeting's discussions would focus solely on service issues, and asked that the group does not deviate from the topic of service, to ensure that the meeting stayed productive and on track. Additionally, Ya-Ting and Stewart introduced the concept of maintaining a "punch list", or list of easy fix items that the council would recommend to PATH for implementation. These punch list items would be things that can be accomplished fairly easily, and without much of a cost to PATH. Stewart provided one example where PATH could modify their automated on-board announcements to be a little bit more customer friendly and state "thank you for your patience" instead of "please be patient". Ya-Ting and Stewart asked that the members brainstorm ideas they might have and send them forward.

### **PATH Presentation by Kevin Lejda – "Service Planning and Scheduling"**

Kevin Lejda addressed the group on PATH system service, scheduling and capacity with a presentation similar to the one he provided for our recent PATH Education Series meeting held at the Barrow Mansion in Jersey City. Kevin shared his resume with the group to provide background on his history with PATH. Kevin effectively explained the methodology behind some of the system operating decision, and the current limitations due to aging signal technology and other components of the system. Some of the items that Kevin touched on as a part of his presentation included an overview of the PATH system (station, rail car and system information, ridership numbers, patterns, and statistics), current capacity limits, peak/off-peak period service, scheduling methodology and considerations, and on time performance measures. Additionally, Kevin also discussed PATH's integrated railcar and signal system replacement program with the council, to help them understand how when completed, the new system allow significant improvements to PATH service by allowing trains to run closer together, thereby increasing headways and allowing additional service to be added. It was also mentioned that the Exchange Place and WTC stations will be open for the Thanksgiving Day holiday weekend. Most notably, he mentioned to the council that weekend service on the Exchange Place and WTC stations will resume the weekend of December 20/21. The group responded positively to this news.

### **Question and Answer Period**

Kevin's presentation was followed up by a brief question and answer session. The council members raised several questions pertaining to items such as scheduling methodology, further details into the concepts of the signal system replacement and how service improvements will be realized, and concerns regarding the growing population in Jersey City and how PATH will meet those needs for the increasing ridership. Other questions that arose pertained to current weekend service and service during peak/nonpeak hours, as well as the reasoning behind the Journal Square – 33<sup>rd</sup> street (via HOB) service on weekends.

Ed Sasportas followed Kevin's presentation by sharing a draft document regarding PATH service and fare change policy and analysis relating to Title VI. All members of the group were provided with draft hand outs highlighting PATH's definitions and thresholds for impact analysis. The group was asked to please provide any feedback by December 31<sup>st</sup>. They were also advised that the same information will be posted on the PATH website and distributed via printed literature at PATHursdays. The members did not express any concerns with this topic.

### **Service Working Group Discussion – Short and Long Term Goals**

The Council Chairperson, Ya-Ting Liu provided the group with a recap of the 2 previous meetings and discussed the group's short-term and long-term goals and the remaining timeline for moving forward and getting as much work done as possible.

After the Chairperson's recap, the group listed the following recommendations for possible submission to PATH:

- PATH should provide the public with more information about work that is ongoing and completed
- PATH should showcase and post images / videos of work crews in action
- PATH should provide the public with more information on timelines and work schedules for ongoing capital projects
- PATH should have more signs posted in stations as part of a campaign regarding ongoing work and repairs rather than just rely on social media, PATH website, etc.
- PATH should consult with the PRC to come up with a plan for service shutdowns on uptown lines next year (i.e. What are the options, alternatives, and contingency plans for alternate service)
- PATH should do more to educate the public about its operation and on-going projects
- The PRC members may propose that meetings be held once a month during the rest of the pilot period so that they can better accomplish their short term and long term goals. This item is still under discussion.

### **Follow Up & Next Steps**

The meeting concluded with agreement for the council to provide recommendations as discussed to the chair and co-chair, to be submitted to PATH. Additionally, after the council has agreed that following the work within the service working group, work within the technology working group will begin.