

LUZERNE COUNTY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS SPECIAL MEETING  
NOVEMBER 10, 2015

PRESENT:

ANTHONY BALDO, BOARD CHAIRMAN  
ARTHUR BOBBUINE, VICE-CHAIRMAN/TREASURER  
SEAN ROBBINS, ESQ., ASST. TREASURER  
PATRICK CONWAY, SECRETARY  
JOHN KOCH, PH.D, ASST. SECRETARY  
SID HALSOR, PH.D, MEMBER  
VALERIE KEPNER, PH.D, MEMBER  
LYNETTE VILLANO, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ADMINISTRATIVE STAFF:

NORMAN GAVLICK, INTERIM EXECUTIVE DIRECTOR  
HUMAN RESOURCES DIRECTOR  
TRACY KLINE, ACCOUNTING ASSISTANT  
FRANK KNOREK, COMPLIANCE ANALYST  
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.

**1. Pledge of Allegiance:** Board Chairman, Mr. Baldo, welcomed everyone to the November 10<sup>th</sup>, special board meeting.

**2. Roll Call:** The following Board members were present for the meeting: Mr. Baldo, Mr. Conway, Dr. Halsor, Dr. Kepner, Dr. Koch, Mr. Bobbouine, Atty. Robbins and Ms. Villano. Eight board members were present and one absent.

Mr. Baldo asked if there were any questions or comments regarding Title VI. Dr. Kepner said she gave feedback to Frank in an email. She noted that gender was included as a Title VI violation but Title VI seemed to focus on race, nationality and ethnicity.

Mr. Knorek said he spoke with the Title VI coordinator officer in Philadelphia last week. He clarified that the EEO program deals with gender, age, sex, disability discrimination and Title VI deals with race, color and national origin discrimination. He said he is working on the final revisions. Mr. Roselle said the Title VI coordinator has been working with Frank regarding changes.

Mr. Knorek confirmed that we have to have a formal complaint written down; it cannot be verbal and must be documented on the form in order to process the claim. Dr. Kepner said the language was confusing and asked if a signature is required.

Mr. Knorek said we do not have to provide the document in Spanish as we are below the 5 percent requirement also some sections that do not apply to the authority were removed.

He added that we had to make a statement saying we will monitor anything provided to the public such as bus shelters.

Mr. Baldo asked to break for an executive session at 3:16 p.m.

Atty. Blazosek commented that there was an executive session at 3:16 p.m. and it finished at 4:50p.m. He added that no decisions were made and it focused on personnel matters.

Mr. Baldo then asked for a motion to adjourn. The motion was made by Atty. Robbins and seconded by Mr. Bobbouine. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board