

**BEFORE THE  
PENNSYLVANIA PUBLIC UTILITY COMMISSION**

Application of First Line EMS, LLC. for approval :  
to provide paratransit service in Philadelphia, :  
Montgomery, Bucks and Delaware Counties : A-2024-3050588  
for the purpose of transporting persons from :  
their homes to appointments :

**PREHEARING ORDER FOR TELEPHONIC HEARING**

An initial telephonic hearing in this case is scheduled for Wednesday, November 13, 2024, at 10:00 a.m. To participate in the hearing, you must dial the toll-free number listed below. You will be prompted to enter a PIN number, which is also listed below. You will be asked to speak your name and then the telephone system will connect you to the hearing. If you have any witnesses you want to have present during the hearing, you must provide them with the telephone number and PIN number.

- **Toll-free Bridge Number: 1.877.989.3761**
- **PIN Number: 25585319#**

**You must call into the hearing on the scheduled day and time. If you fail to do so, your case may be dismissed. You will not be called by the Administrative Law Judge.**

The parties also are hereby directed to comply with the following requirements:

1. **YOU MUST EMAIL MY LEGAL ASSISTANT PAMELA MCNEAL AT [pmcneal@pa.gov](mailto:pmcneal@pa.gov) ANY DOCUMENTS THAT YOU ELECTRONICALLY FILE IN THIS PROCEEDING. IF YOU EMAIL MY LEGAL ASSISTANT PAMELA MCNEAL AT [pmcneal@pa.gov](mailto:pmcneal@pa.gov) ANY DOCUMENTS OR CORRESPONDENCE, YOU MUST ALSO SEND A COPY TO ALL PARTIES IN THIS CASE. THE CURRENT SERVICE LIST (WITH AVAILABLE EMAIL ADDRESSES) IS ATTACHED TO THIS ORDER. ALL PARTIES ARE ENCOURAGED TO SIGN-UP FOR eFILING and eSERVICE.**

**PLEASE VISIT THE COMMISSION'S WEBSITE AT [www.puc.pa.gov](http://www.puc.pa.gov) FOR INSTRUCTIONS.**

2. A request for a change of the scheduled hearing date must state the agreement or opposition of other parties and must be emailed to my legal assistant Pamela McNeal and all parties no later than five (5) business days prior to the hearing.

52 Pa. Code § 1.15(b). Email my legal assistant Pamela McNeal at [pmcneal@pa.gov](mailto:pmcneal@pa.gov) with any request for a change of the hearing date. For your convenience, a copy of the Commission's current service list of all parties (with available email addresses) is attached to this Order. A change in the hearing date may be granted for good cause shown.

3. If you intend to present any documents or exhibits for my consideration during the hearing, you must email them to my legal assistant Pamela McNeal at [pmcneal@pa.gov](mailto:pmcneal@pa.gov). You must also submit a copy of each document you submit to me to all parties in this case. Your exhibits must be received by me and all parties at least five (5) days before the scheduled hearing. As previously noted, a copy of the Commission's current service list of all parties (with available email addresses) is attached to this Order. Proposed exhibits should be properly pre-marked for identification, such as Applicant Exh.1, Applicant Exh. 2, etc.

4. This telephonic hearing is a formal proceeding and will be conducted in accordance with the Commission's regulations.

5. Pursuant to 52 Pa.Code §§ 1.21 & 1.22, you may represent yourself, if you are an individual, or you may have an attorney licensed to practice law in the Commonwealth of Pennsylvania, or admitted *Pro Hac Vice*, represent you. However, if you are a partnership, limited liability company, corporation, trust, association, or governmental agency or subdivision, you must have an attorney licensed to practice law in the Commonwealth of Pennsylvania, or admitted *Pro Hac Vice*, represent you in this proceeding. Unless you are an attorney, you may not represent someone else. Attorneys shall insure that their appearance is entered in accordance with the provisions of 52 Pa.Code § 1.24(b).

6. **First Line EMS, LLC. You must have an attorney licensed to practice in the Commonwealth of Pennsylvania enter an appearance to represent you on or before November 13, 2024.**

7. In order to expedite the conduct of the hearing, on or before November 5, 2024, counsel for the Applicant and the protestant are directed to confer in person or by telephone to exchange the names, addresses and telephone numbers of all witnesses they intend to call on behalf of their respective clients.

8. On or before November 5, 2024, the parties are directed to exchange copies of all exhibits to be presented during the hearing; any such document(s) should be reviewed before, rather than during the hearing. **Do not include account numbers or any other personally identifiable information (PII), such as social security numbers, in your documents or exhibits. It is the parties' responsibility to redact any PII contained within a document or exhibit before submitting it into the record.**

9. Commission policy promotes settlements. 52 Pa.Code § 5.231(a). You are urged to discuss among yourselves the possible settlement of this case at least one week before the hearing. If you are unable to settle this case, you may still resolve as many questions or issues as possible during your informal discussion.

10. If you intend to subpoena witnesses for the hearing, you should review the procedures established in 52 Pa.Code § 5.421. You must submit your written application to the Administrative Law Judge, via email to my legal assistant Pamela McNeal at [pmcneal@pa.gov](mailto:pmcneal@pa.gov), sufficiently in advance of the hearing date so that the other parties will have the required ten (10) days' notice to answer or object, and so that you will have enough time to receive the subpoena and serve it.

11. If you, or anyone you plan to call as a witness on your behalf, have a limited ability to speak or understand English or are deaf or hearing-impaired, a qualified interpreter can be provided upon your request. If you want an interpreter, please email my legal



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