

Quarterly Transportation Call

8/11/20:

Attendees:

Jerald Wolff-Palatine Township
Linda Steininger- Hanover Township
Yvette Dotson-Oak Park Township
Tammy Harrington-Rich Township
Pat Peters-Rich Township
Sheryl Ford-Bloom Township
Nick Christopher-Schaumburg Township
Anna Newell-Schaumburg Township
Lynddah Lahey-Wheeling Township

• **Budgets:**

- *Bloom Township:*
 - Bloom has basically 3 funding sources:
 - Tax dollars
 - Paid Municipal Contract
 - Reimbursement of \$3.00 a ride
 - AgeOptions grant
 - Total program costs vary between the range of \$375,000 and \$475,000
 - They do approximately 21,000 rides a year
 - The bulk of their funding is from tax dollars:
 - Receive about \$50,000 from AgeOptions
 - Receive about \$60,000 from Pace
 - Donation based:
 - Do not charge a fare
 - The transportation service is more and more in demand
 - Increase in rides also yields an increase in costs
 - Bloom's Board is very supportive of Transportation program
 - Townships are doing a lot of paratransit rides
- *Palatine Township:*
 - The bulk of Palatine's costs are in the maintenance area
 - Palatine leases all of their buses from Pace other than 1 vehicle that they own
 - Palatine's Board is very supportive
 - Ridership has gone up until COVID
 - The Administrator manages the overall budget for Transportation
 - They did purchase a new bus for approximately \$80,000:
 - Approximately half of the funding came from a grant and the other half from the Township
- *Wheeling Township:*
 - Equipment Maintenance is a big expense which includes bus repairs
 - About \$60,000 for that line item
 - Palatine owns 4 vehicles and leases 6 vehicles
 - Lease vehicles through Pace VanPool for \$100.00 each a month

- Township responsible for maintenance and reporting which is a lot of work
 - Palatine currently has 12 drivers:
 - 4 are full-time and the rest are part-time
 - They do between 21,000 and 23,000 rides (pre-COVID)
 - They were running the whole time (during COVID)
 - They were delivering groceries for the Food Pantry
 - *Schaumburg Township:*
 - Schaumburg owns all 8 buses in their fleet
 - They have a maintenance line item for bus repair of \$60,000
 - If they don't use all of the money in this line the extra is carried over toward purchasing a new bus
 - Last fiscal year they had \$19,000 carry over towards a new bus
 - *Hanover Township:*
 - Hanover Township has 2 basic funding sources:
 - Tax dollars
 - AgeOptions Grant
 - Received approximately \$26,000 in FY20
 - Total Program costs in FY20 were around \$509,381
 - Bulk of the line costs are:
 - Salaries
 - Health Insurance
 - Vehicle Maintenance
 - Hanover's fleet is comprised of 10 vehicles
 - 8 are owned
 - 2 are leased through Pace VanPool
 - \$100.00 per month each
 - Township is responsible for maintenance
 - Donation based:
 - Do not charge a fare
 - Peak ridership was 20,000 rides
 - Hanover has 7 drivers:
 - 6 full-time
 - 1 part-time
 - New buses are purchased from a vehicle replacement fund
 - **Discussed ways to receive additional funding:**
 - **Pace receives funding as a Public Transportation provider**
 - **Townships provide a lot of rides that Pace ADA would otherwise need to service**
 - **Should Townships look to Pace for funding?**
 - **If so, this would need to be on behalf of all Townships united**
- **COVID- Best Practices:**
 - *Schaumburg Township:*
 - Schaumburg disinfects the floors every morning and after lunch
 - All handrails are cleaned after each client
 - All drivers and clients wear masks

- Installed shields in all buses
 - Promote social distancing
 - Transport 3-4 clients at a time
- *Hanover Township:*
 - Maximum of 2 clients to a bus as of June 1st to promote social distancing
 - 1 client to a bus in March/April/May
 - All drivers and clients are required to wear masks/gloves
 - If they don't have them they will provide them
 - All drivers are cleaning the seats and handrails after each client exits the bus
 - They are required to fill-out a cleaning log after each client
 - At the end of the day the buses are brought back to the Senior Center and the Maintenance department is using an industrial sprayer to disinfect each bus
- *Wheeling Township:*
 - Using industrial spray to clean the buses
 - Masks are mandatory for the drivers and the clients
 - They can wear gloves but are not mandatory
 - Exceptions made in rare cases
 - Maximum of 2 passengers to a bus
 - Largest bus is a 12 passenger
 - Cleaning buses everyday but wiping down the handrails routinely
- *Palatine Township:*
 - Sanitize the buses daily
 - Must send a log to Pace Municipal daily
 - Using log in Ecolane under alerts
- *General COVID:*
 - How is everyone getting PPE/supplies?
 - Most Townships are buying cleaning supplies as they see them
 - Some are using their purchasing cards or being reimbursed through petty cash for:
 - Paper towels, Clorox wipes, disinfectant spray, hand sanitizer, etc.
 - Some Townships are using bulk condensed spray instead of individual cans of disinfectant
 - How is everyone offsetting the costs for PPE?
 - Bloom township is trying to recoup costs through the CARES act and FEMA
 - Bloom Township is asking the health screening questions when clients make their reservations
 - No Township other than Hanover has had a client report that they have tested positive while being transported on the bus
 - Hanover followed the CDC guidelines
- ***Weather Protocol:***
 - Does anyone have protocol for the drivers pertaining to emergency weather?
 - Palatine Township defers the CDL protocol which states the driver should pull over to a safe place and put on their flashers and wait until it is safe to proceed
 - Other Townships seem to have procedures for employees that reside in the building but not for drivers on the road

- **Work Groups:**
 - Palatine Township suggested that they are interested in putting together an Ecolane operations manual and putting together a plan for a pool of shared drivers.
 - If anyone is interested in participating in a work group for either or both subjects, please notify Linda Steininger.
 - Jerald Wolff from Palatine Township volunteered to head up one of these work groups. Linda will pass along your name to Jerald
- **General Information:**
 - Just a reminder that these call are part of ITASCSC
 - Please make sure you have paid your annual ITASCSC fee
 - For any questions consult the ITASCSC website, <https://itascsc.net/>, or contact Megan Conway, at mconway@hanover-township.org
 - The IPTA Conference that was originally was going to be in August has been postponed. According to the website, they may try and have a virtual meeting in the fall. For more information see the website: <https://www.ipta-net.org/eweb/startpage.aspx>
- **Next Call/Agenda:**
 - The next call will be Tuesday, 11/17/20, from 10:00am-11:00am
 - The agenda will be:
 - Updates to COVID Procedures
 - Let Linda know if any other item of interest arises

Thanks to everyone for taking time out of your busy schedule to participate in this call. Please let me know if you have any feedback, comments, or suggestions.

Regards,
Linda Steininger
(630) 483-5668

