

McHenry County Transit Plan Implementation Task Force

Agenda

McHenry County Transit Plan Implementation Task Force

Transit Plan Implementation Task Force

Donna Schaefer
Chairman
McHenry Township

Lyn Orphal
McHenry Co. Board

Anna May Miller
McHenry Co. Board

Tina Hill
McHenry Co. Board

Sue Low
City of McHenry

Jay Nolan
City of Harvard

Brian Sager
City of Woodstock

Paulette G. Pelletier
Village of Fox River Grove

Tamara Valentine-Garza
Richmond Township

John Rossi
Grafton Township

Robert Miller
Algonquin Township

Don Kopsell
Nunda Township

Jack Nichols
McHenry Co. PADS

Daniel Byars
Centegra Health System

Chris Manheim
McHenry Co. EDC

Patrick Wilmot
Pace Suburban Bus

Donald Kopec
(CATS) Chicago Area
Transportation Study

Shamus Misk
U. of Illinois, Chicago

Joseph DiJohn
U. of Illinois, Chicago

DATE: Monday, June 4, 2007

TIME: 2:00 - 4:00

LOCATION: McHenry County Division of Transportation
Large Conference Room

1. Call to Order

2. Public Participation

3. Approval of Previous Meeting Minutes

4. Update of the Pilot Coordinated Demand Response Service Group

- Staff will give an update of the Pilot Coordinated Demand Response Service Group activities. On April 24th, the Group reviewed general service design options and possible funding sources.

ACTION – Discuss and vote on general service design

5. Funding Applications

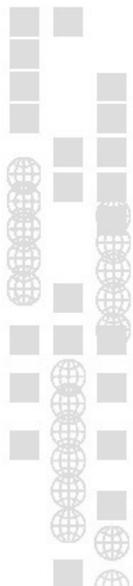
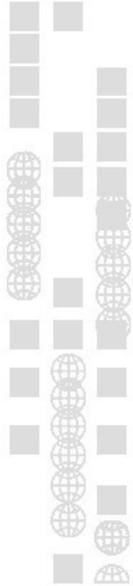
- The possibility of applying for a McHenry County Senior Services Grant will be discussed as it relates to other future funding possibilities.

ACTION – Discuss and vote on whether to submit an application for McHenry County Senior Referendum Grant

6. Oversight Body Considerations

- The formation of a permanent body is recommended to oversee the coordinated demand response system when it becomes operational.
- TranSystems staff will present some options to consider.

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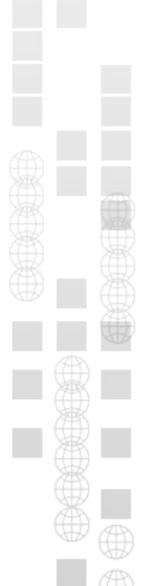
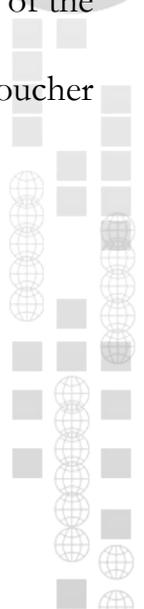
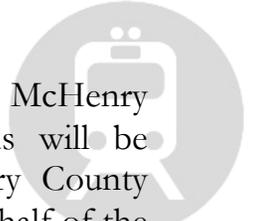


7. Next Steps

- Following approval, an application for McHenry County Senior Referendum Grant funds will be prepared and submitted by the McHenry County Division of Transportation and Pace on behalf of the ITF.
- First sub-committee meeting for a Taxi Voucher Program will be held

8. Next Meetings

9. Adjournment



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Chris Manheim
McHenry Co. EDC

Christine Rose
Pace Suburban Bus

Donald Kopec
(CMAP) Chicago
Metropolitan Agency for
Planning

Shamus Misek
Bull Valley Resident

Joseph DiJohn
U. of Illinois, Chicago

IMPLEMENTATION TASK FORCE MCHENRY COUNTY TRANSIT PLAN MINUTES

Monday, June 4, 2007

2:00 p.m. to 4:00 p.m.

McHenry County Division of Transportation
Main Conference Room

Members in Attendance

Tina Hill, Tamara Valentine-Garza, Robert Miller, Craig Adams (for Jack Nichols), Patrick Wilmot, Joseph DiJohn, Paulette Pelletier, John Rossi, Chris Manheim, Daniel Byars, Don Kopsell

Members Not In Attendance

Chairman Donna Schaefer, Lyn Orphal, Anna May Miller, Shamus Misek, Sue Low, Jay Nolan, Brian Sager, Donald Kopec

Ms. Hill left at 3:00 p.m.

Other Attendees

John Labaj, Deputy County Administrator, Administration; Dan Shea, County Board Member, Transportation; Jason Osborn, Transportation/Planning and Program Coordinator, Division of Transportation; Wally Dittrich, Design Manager, Division of Transportation; Lynn Otte, Associate, TranSystems Corporation; Larry Deeter, Transit Planner, TranSystems Corporation; Sally Ann Williams, Division Manager, Pace; Tom Groeninger, Pace; Joe Voccia, Rta; Randy Comstock, Division Manager, Pace; Shannon Andrews, Assistant Administrator, Village of Lake In The Hills; Jeannine Bolton, Transition Facilitator, Sedom; Rose Sutton, School Sector Coordinator, Family Care; Brad Mitchell, Administrative Analyst, Crystal Lake; Bob Helfand, Thresholds; Donna Adamson, Receptionist, Division of Transportation

Call to Order

Jason Osborn sitting in for Chairman Schaefer called the meeting to order at 2:03 p.m.

Public Participation

None

Approval of the November 1, 2007 Meeting Minutes

On a motion by Mr. Miller and seconded by Mr. Rossi, the January 24, 2007, meeting minutes were approved as presented.

A vote was taken with all members present voting "aye"; motion carried.

Update of the Pilot Coordinated Demand Response Service Group

Mr. Osborn updated the members of what occurred at the last Coordinated Demand Response Service (CDRS) meeting recalling specifically what was included in the "price of admission" and its parameters as a coordinated service.

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Mr. Deeter further addressed the topic of the “price of admission” with a handout. This handout explained what came out of the discussion with the various agencies. Pace is willing to investigate providing door-to-door service, but they would need a very specific definition. Questions still remain with Pace that require further discussion. However, Mr. Deeter feels that Pace is equipped to handle these issues. Mr. Deeter invited the group to approach him after the meeting with questions.

Mr. Deeter then discussed the timeline indicating that this meeting must determine which agencies are really interested in participating. The next step is to form an oversight agency to research service guidelines. As indicated on the timeline, next are the applications.

Mr. Osborn reminded the group of the criteria that is needed in order to complete these applications, namely 1) which agencies; 2) agencies cannot be a pass-through agency. Also, what would be the makeup of the group and how complex do we want to make the grant application?

Ms. Hill suggested that one agency could be a lead agency.

Mr. Labaj stated that the intent of the application is that the funds are not going toward a not-for-profit organization.

Mr. Osborn said that one possibility is that MCDOT would apply for the Senior Services Grant, for a certain amount (up to \$200,000). So if an agency wants to take a risk and be involved in this, the additional costs can be covered by grant money. Tentatively the goal is to have something up and running by 2008. Currently the County does not have a plan B.

Mr. Miller stated that he is looking at a plan C. The fear is that if a new CDRS is implemented and it doesn't work out for various reasons, is it feasible for the townships to keep their core program from 7:00 a.m. in the morning till 3 p.m., and Pace would offer its program from 3:00 p.m. to 7:00 p.m. Then if this should work, we could segue into this new program. Also, the idea of door-to-door; currently service ends at the door.

Mr. Osborn stated that the numbers provided on the handout is on the assumption that the system is handled 100% by Pace vehicles. Should a transition occur for a period of time, how far off are the numbers?

Ms. Otte said in the scheme of things, most of these programs that the townships offer are fairly small. They are not likely to overwhelm the Pace system. The townships can greatly benefit from utilizing the Pace system by utilizing the service outside the hours they can travel and outside of their geographic boundaries. By applying for the Senior Services Grant and/or the New Freedom Initiative Grant, all expansion of services would be funded through new funds.

Mr. Miller asked whether the application funds are frozen. The townships need to feel secure in order to move forward.

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Mr. Labaj said that it would be a detailed contractual obligation with Pace. However, the concerns that the townships have are not insurmountable, and it is possible that the contract could build in some protection for the townships.

Mr. Rossi asked if it had to be all or nothing.

Mr. Miller reiterated his initial question whether it is possible to phase in, or is it all or nothing. Is there a plan C?

Ms. Otte stated that they weren't planning for something else.

Mr. Groeninger said that theoretically it can be done. However, New Freedom dollars has to use for new service. That is an issue that must be explored in the concept of New Freedom funds.

Mr. Osborn asked how much can be taken on at this time. The focus was not the limit but to start simple. Subtracting service is not part of the plan. Starting service Monday through Friday, from 6:00 a.m. to 6:00 p.m. was to start as the simple first step with the understanding that agencies can have operations outside the core.

Mr. Groeninger said that this requires further discussion.

Mr. Rossi asked if the ADA busses will be available from 3:00 p.m. to 7:00 p.m. Ms. Otte said that that was a civil rights issue. Those services will have to be provided. The whole idea behind the CDRS is to squeeze efficiencies out of this service. So layering different programs together will achieve better efficiencies in the use of the equipment.

Mr. Rossi said that the agencies are looking for reliable, stable service. Let the program prove itself on a smaller, limited use (subject to the approval of grants). If it be necessary to cut back, the expanded hours would be eliminated and not all of the service.

Mr. Groeninger said that the New Freedom Initiative funds don't guarantee continual funding.

Mr. Osborn stated that he has attended a couple criteria meetings and it is heavily slanted towards start-up. It is incumbent on the agency to prove it is a new service. The New Freedom Initiative grant gives the agency three (3) years to see it works. The higher the level of service requested, the harder it is to find a permanent funding source later.

Mr. Adams expressed interest in participating, but it would depend upon the total additional cost. Mr. Deeter said that it is right at \$8,000

Mr. Osborn said that the general purpose for having the core is to have something to define when applying for funds. Also, is it generally agreed upon that these are the core things to be accomplished?

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Mr. Manheim stated that the CDRS should cut back on the redundancies.

Mr. Adams said they don't have many employees who are drivers. They are already contracting with Laid Law and using Pace. Mr. Osborn stated one of the possibilities is to consider a hybrid arrangement. What happens to the current employees if the CDRS gets turned over to Pace?

Mr. Wilmot said that Pace looked at it as an extension of existing service. It would cover more area, hence more vehicles, and this is how it was priced out. Mr. Groeninger stated that the use of taxis might be another possibility.

Mr. Osborn stated that the cost estimates were compiled with some assumptions made for each agency.

Ms. Williams said that once there is an agreement, the agencies will become service providers as the contracted entity Laid Law. As a provider, rides will be dispatched within the service area. To the consumer it will be seamless. The consumer will call the one number to book the ride. Pace will place that ride with the provider that is providing service in that area at that time.

Mr. Miller said this has evolved into something wherein he was never interested.

Mr. Groeninger believed that what Mr. Miller was talking about was doable, however it requires further discussion. The direction that will be taken should be comfortable.

Ms. Hill stated that she was under the impression that everybody had met in the CDRS meetings and this was to be a report to the committee as a whole.

Ms. Otte said that there had been a shifting group of participants in the CDRS meetings and all the costs were presented at the last meeting.

Mr. Groeninger said that what has changed was the introduction of the New Freedom Initiative Grant. The regulations were only published in December. Ms. Williams said that when designing the services, compliance with the New Freedom Initiative regulations is imperative.

Mr. Osborn said that one issue that came out of the Transit Plan was the responsibility for service complaints and making sure the complaints were addressed.

Ms. Otte said that whoever is going to be on the program needs to be voting on what happens with that program.

Mr. Dittrich stated that there are different options to utilize when putting the CDRS together.

Mr. Shea asked when the grant application must be submitted (August 1, 2007) and

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further emphasized the necessity to prepare it.

Mr. Labaj said to construct a basic framework, dollar wise, and list those agencies that are interested and to indicate that there might be other agencies and/or jurisdictions participating prior to the actual contract.

Ms. Otte said that the application can be reviewed by the members by e-mail.

Mr. Labaj said that once the application is drafted it might flush out many issues.

Mr. Osborn stated that he will draft the application based on the numbers provided, for maybe \$200,000, so that McHenry County can provide senior trips above and beyond what is currently being provided.

On a motion by Mr. Miller, seconded by Mr. Kopsell, the Senior Services Grant application will be drafted by Mr. Osborn.

A vote was taken with all members present voting “aye”; motion carried.

Mr. Deeter distributed a Ride DuPage and Ride in Kane handout indicating that Ride DuPage is scheduled to start August 6th. There will be a big media event June 22nd and anyone is invited to attend.

Next Steps

Mr. Osborn concluded the meeting with the following points:

- 1) Draft application and send out by email.
- 2) Facilitate a meeting with Pace and the townships.
- 3) Focus on the “price of admission” and the services it provides.
- 4) Reach a consensus on the list before the next ITF meeting.
- 5) Wait on a discussion for the tables.
- 6) Wait on a discussion for the taxi voucher program.

Mr. Osborn said he encourages communication between the agencies stating that he, Ms. Otte, Mr. Deeter, and Mr. Wilmot are all available for questions. The Senior Services Grant application will be submitted before full consensus is reached. A better idea about the CDRS should occur after the application is drafted. Next will be the New Freedom Initiative and the Job Access Reverse Commute applications.

Mr. Shea questioned the possibility of a Community Block Grant which Mr. Osborn said he would pursue.

Next Meeting Date & Location

The date for the sixth Implementation Task Force Meeting, held at the Division of Transportation, is tentative.

Adjournment

On a motion by Mr. Miller, and seconded by Mr. Kopec, the meeting was adjourned at 3:45 p.m.