



**Pace, the Suburban Bus Division of the Regional Transportation Authority
550 West Algonquin Road
Arlington Heights, Illinois
Minutes of the Open Session Meeting of the Pace Board of Directors
April 21, 2021**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday April 21, 2021 at 9:30 a.m. at Pace corporate headquarters, 550 West Algonquin Road, Arlington Heights, Illinois, pursuant to notice.

Acting Chairman Marcucci led the assembly in the Pledge of Allegiance.

Acting Chairman Marcucci called the meeting to order at 9:30 a.m.

Roll Call

Directors physically present: Carr, Guerin, and Acting Chairman Marcucci.

Directors virtually present: Arfa, Canning, Claar, Hastings, McLeod, Schielke, Smith, Soto, and Wells.

Chairman Kwasneski was absent.

SBD #21-17 – Resolution approving the minutes of the Open Session meeting of March 17, 2021.

Director Schielke moved, and Director Soto seconded a motion to approve the minutes of the Open Session meeting of March 17, 2021. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, McLeod, Schielke, Smith, Soto, Wells, and Acting Chairman Marcucci. All Directors voted Aye.

Public Comment

No public comment.

Richard A. Kwasneski, *Chairman*

Rachel Arfa Christopher S. Canning Terrance M. Carr Roger C. Claar David B. Guerin Kyle R. Hastings
Thomas D. Marcucci William D. McLeod Jeffery D. Schielke Erin Smith Linda Soto Terry R. Wells

Board of Directors

Rocky Donahue, *Executive Director*

Chairman's Report

No report.

Directors' Reports

Director Canning reported that he, and Directors Smith and Soto—the Planning Committee—recently met with Pace staff. The committee discussed post-covid service restoration planning. Pace faces the challenge of full capacity and social distancing on busses if schools return to in-person learning in the fall. Staff is proactively working on this potential issue. The committee received a status on Pulse, a facilities plan, and the Driving Innovation plan. The committee had a discussion on a publication Rocky circulated, an Op Ed called “The Holy Grail of Transportation” which stated that bus transportation is the way of the future. Ryan Ruehle gave the committee his thoughts on points in the article that are addressed in Pace’s Driving Innovation plan.

Director Schielke thanked Pace and its staff for their outstanding work in getting citizens to the COVID-19 vaccination site in the City of Batavia. Director Schielke has received many favorable comments on Pace, including from Kane County government.

Executive Director's Report

Rocky Donahue thanked Pace employees—those on the front lines and behind the scenes—operators, mechanics, dispatchers, supervisors, and administrative staff, for all of their hard work during this unprecedented time.

Rocky stated ridership remains down—approximately 45% of pre-pandemic levels—but we are currently seeing steady increases of 12,000 to 15,000 plus daily riders. March 2021 ridership is up nearly 17% from February 2021.

Through February, Suburban Services is nearly \$4 million positive to budget primarily due to a \$6 million savings in expenses. As a result, we have used approximately \$4 million less of CARES funding than anticipated. ADA is currently right at budget. Farebox revenue is below budget due to TAP fares still being waived, but ADA has achieved savings on expenses.

Rocky reported that of the more than 38,000 public fleets in North America, Pace was named as one of the top 100 Best Fleets in 2021 by the NAFA Fleet Management Association. This is the fourth consecutive year Pace has been awarded this honor. Last year we placed at number 84. This year we climbed the list to number 65. Rocky thanked Mike Braband for managing the award submission and working hard on our fleet year-round.

In January, Chairman Kwasneski and Rocky attended the groundbreaking for the new I-55 garage in Plainfield. This was Pace’s top capital priority in the State's Rebuild Illinois Capital Program. Several photos of the site were shown.

Rocky stated that between an increase in ridership, positive budget results, and capital project progress, Pace is turning its attention to building back Pace and building it back better. Building back Pace may take several years to fully be realized and it will require partnerships and collaboration throughout the region. Rocky thanked the leadership of the Board's Planning Committee for getting Pace well on its way.

Acting Chairman Marcucci stated that while promises were made to bring suspended service back, it may not be feasible to bring every route back. He encouraged Board members to give input, based upon knowledge of their respective regions, to aid in building back Pace better.

Acting Chairman Marcucci commented that as ADA ridership increases, single-rides may not be possible. He encouraged Pace to get that word out so that riders are not surprised when their ride is shared.

Rocky stated that Pace has begun reaching out to the ADA community to advise that rides may be shared. Call takers are advising riders and the message is going out via audio messages to callers on hold. Social media posts and advertisements are underway. Pace has requested assistance from entities such as Access Living to help get the word out. It is understood that complaints may be received that riders didn't know of this; however, Pace is doing its best to avoid this.

Action Items

SBD #21-18 – Ordinance amending the 2021 Operating and Capital Program (Amendment #1) This amendment increases Suburban Service expenses by \$1,451,000. It also increases sales tax funding by \$12,857,000 and Suburban Service farebox receipts and other system-generated income by \$1,300,000. The increases are offset by the reduction of Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding totaling \$12,706,000.

The amendment also increases funding for ADA Paratransit by \$20,000,000 using federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding. A revised estimate increases expenses by \$18,568,000 and decreases farebox receipts and other system-generated revenue by \$1,432,000. This amendment also increases the 2021 Suburban capital budget from \$105,866,260 to \$193,759,732 due to adjustments to the Section 5307 and 5339 federal formula funding, an increase to Innovation, Coordination and Enhancement (ICE) funding, and the reallocation of Rebuild Illinois state bond funds from 2022-2025 into 2021.

This amendment increases the 2021 Regional ADA Paratransit capital budget from \$4,000,000 to \$15,800,000 due to the reallocation of Rebuild Illinois state bond funds from 2022-2025 into 2021. This amendment also reallocates \$1,100,000 of state PayGo funding for Pulse Dempster Line easements and non-revenue vehicles to the Farebox Replacement project in the Suburban capital budget. Lastly, this amendment reduces the quantity of replacement CNG buses by twenty to allow for funding of twenty expansion CNG buses for the Pulse Dempster Line.

Director Carr moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, McLeod, Schielke, Smith, Soto, Wells, and Acting Chairman Marcucci. All Directors voted Aye.

SBD #21-19 – Ordinance authorizing the award of a contract to GovHR USA for search and recruitment for direct placement of executive and mid-level professionals, in an amount not to exceed \$442,100.00.

Director Arfa asked that the contractor consider not only diverse candidates, but also disabled candidates. Rocky stated that it is all-inclusive.

Director Canning asked if there is an incumbent vendor. Marion Roglich, Manager of HR, stated there is not. Pace had previously implemented a hiring freeze during which the previous vendor's contract expired. Factors such as a ridership increase and the economy rebounding dictate it is now necessary that a contract be awarded for these services.

Director Soto asked if Pace is lifting the hiring freeze entirely. When the hiring freeze was implemented, it was for approximately 35 positions at headquarters; however, there are now approximately 70 vacant positions companywide. Pace recently realigned the organization which cut 25 positions. Approximately 45 to 50 critical need vacancies that have been identified will go through an approval process, if filled.

Director Smith stated while she has a background in human resources leadership, she took a critical look at the RFP process, the cost element, and the way the contract is structured, and she is very supportive of this contract.

Director Canning stated that this particular vendor does not handle recruitment of drivers, asked if Pace's difficulty in hiring drivers is being handled by other similar means. Melinda Metzger stated that internal staff handles the hiring of drivers; however, a marketing campaign will assist with driver recruitment.

Director McLeod moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, McLeod, Schielke, Smith, Soto, Wells, and Acting Chairman Marcucci. All Directors voted Aye.

SBD #21-20 – Ordinance authorizing the award of an OMNIA cooperative purchase contract to Mythics, Inc. for the purchase of managed database services in an amount not to exceed \$733,450.00.

Acting Chairman Marcucci asked what “incident detection” means. Melinda Metzger stated that during overnight hours, the vendor monitors and fixes any technical issues that the database systems might encounter.

Director Carr moved, and Director Guerin seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, McLeod, Schielke, Smith, Soto, Wells, and Acting Chairman Marcucci. All Directors voted Aye.

Issues/Discussions/Reports

No reports were given.

Adjournment

There being no further business, Acting Chairman Marcucci asked for a motion and a second to adjourn the meeting.

Director Schielke moved, and Director Smith seconded a motion to adjourn the Pace Board of Directors meeting. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, McLeod, Schielke, Smith, Soto, Wells, and Acting Chairman Marcucci. All Directors voted Aye. The meeting adjourned at 10:26 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, May 19, 2021 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.

Karen Kase
Secretary, Board of Directors