



**ORANGE/ OSCEOLA/ SEMINOLE COUNTIES JOINT TRANSPORTATION  
DISADVANTAGED LOCAL COORDINATING BOARD**

**DATE:** Thursday, February 14, 2019  
**TIME:** 10:00 a.m.  
**LOCATION:** David L. Grovdahl Board Room  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801



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**Mayor Jose Alvarez, Presiding**

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**AGENDA**

- I. CALL TO ORDER – Mayor Jose Alvarez**
  
- II. PLEDGE OF ALLEGIANCE**
  
- III. INTRODUCTIONS**
  
- IV. CONFIRMATION OF QUORUM – Ms. Lisa Smith**
  
- V. AGENDA REVIEW & ANNOUNCEMENTS– Ms. Virginia Whittington**
  
- VI. PUBLIC COMMENTS ON ACTION ITEMS**

Comments from the public will be heard pertaining to Action Items on the agenda for this meeting. People wishing to speak must complete a “Speakers Introduction Card” at the reception desk. Each speaker is limited to two minutes.

- VII. Quality Assurance Task Force (QATF) Report**

The QATF Chair will provide a brief report from their February 14, 2019 meeting.

## VIII. CONSENT AGENDA

### A. Approval of minutes of previous meeting TAB 1

The minutes of the November 15, 2018 Transportation Disadvantaged Local Coordinating Board meeting are included at Tab 1 for approval.

### B. Acknowledgement of public meeting comments TAB 2

Staff requests acknowledgement of a summary of the public meeting comments received during the annual public meeting November 15, 2018. The summary is attached at Tab 2.

## IX. ACTION ITEMS

### A. Election of 2019 TDLCB Vice Chair

Pursuant to the TDLCB Bylaws, the TDLCB shall hold an annual organizational meeting for the purpose of electing a Vice-Chairperson (41-2.012(2) FAC). The Vice Chairperson shall be elected by a majority vote of a quorum of the members of the TDLCB. The Vice Chairperson shall serve a term of one year starting with the first meeting after the election. For multi-county boards, an elected official, not serving as the Chairperson, shall serve as Vice Chairperson. In the event of the Chairperson's absence, the Vice Chairperson shall assume the duties of the Chairperson and conduct the meeting. The Quality Assurance Task Force (QATF) shall recommend a Vice Chairperson for approval by the full TDLCB.

### B. Approval of 2019 Grievance Procedures

Pursuant to the CTD operating guidelines, annually, the TDLCB must review and update its grievance procedures, if necessary. The grievance procedures will be reviewed by the QATF at their February 14, 2019 meeting and a report made at the TDLCB meeting which follows. A copy of the procedures will be provided at the LCB meeting.

### C. Appointment of 2019 Grievance Committee

Pursuant to the TDLCB Grievance Procedure, a Grievance Committee shall be appointed by the Transportation Disadvantaged Local Coordinating Board Chair and shall consist of at least five (5) voting members of the TDLCB. The current members are: Ms. Diane Arnold, Ms. Marilyn Baldwin, Ms. Crystal Ford, Mr. Bob Melia and Ms. Jane Tkach. The Grievance Committee will only be convened in the event an irreconcilable complaint is filed.

### D. Approval of TDLCB Membership Certification TAB 3

Pursuant to Rule 41-2.012(3), FAC, the MetroPlan Orlando Board will be asked to certify the membership of the Local Coordinating Board at its March 13, 2019 meeting. Action is requested to recommend approval of the TDLCB membership, which verifies compliance with the Commission for the Transportation Disadvantaged Local Coordinating Board and Planning Agency guidelines.

## X. PRESENTATIONS & STATUS REPORTS

### A. LYNX/Community Transportation Coordinator (CTC) Update

Mr. William “John” Slot, LYNX’s Interim COO, will provide a report on current and ongoing ACCESS LYNX operations, including a mobility services update and responses to LCB member concerns with complaints received during the annual public meeting.

### B. Transportation Disadvantaged Service Plan Update – Status Report

Ms. Nanette Stephens, ACCESS LYNX staff, will provide a status report on the annual update of the Transportation Disadvantaged Service Plan (TDSP). The TDLCB will be asked for final approval at their May 9, 2019 meeting.

### C. Partner Highlight – ACHA

Mr. Calvin Smith, Agency for Health Care Administration (ACHA), will give a brief presentation on ACHA’s role in providing transportation to the transportation disadvantaged.

## XI. GENERAL INFORMATION

TAB 4

### A. Planning Grant Update Report

Quarterly progress reports of transportation disadvantaged planning accomplishments and planning contract deliverables as outlined in the planning grant agreement.

### B. Report of Operator Payments

The Operators Payments Report is a requirement of the Local Coordinating Board and Planning Agency Operating Guidelines to ensure that operator payments are addressed as a standard agenda item. A copy of the report will be provided at the meeting.

### C. 2018 Attendance Records

A spreadsheet showing the attendance records for the TDLCB meetings during 2018 is enclosed for information purposes.

## XII. UPCOMING MEETINGS AND EVENTS OF INTEREST

*A. MetroPlan Orlando Board meeting – March 13, 2019 at 9:00 a.m.*

*B. 20th Annual Transportation Disadvantaged Legislative Awareness Day at the Capitol in Tallahassee. - Wednesday, March 20, 2019*

*C. Quality Assurance Task Force – April 23, 2019 at 10:00 a.m. (if needed)*

*D. TDLCB Meeting Dates for 2019:*

- May 9, 2019
- August 8, 2019
- November 14, 2019 (Annual Public Meeting followed by the regular quarterly meeting)

**XIII. MEMBER COMMENTS**

**XIV. PUBLIC COMMENTS (GENERAL)**

**XV. ADJOURNMENT – Next meeting: May 9, 2019**

If any person with a disability as defined by the Americans with Disabilities Act (ADA) needs special accommodations to participate in this proceeding, he or she should contact Ms. Lisa Smith at MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, FL, (407) 481-5672, ext. 308, not later than two (2) business days prior to the proceeding.