



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

DATE: Thursday, February 15, 2018
TIME: 10:00 a.m.
LOCATION: David L. Grovdahl Board Room
250 S. Orange Avenue, Suite 200
Orlando, Florida 32801



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Commissioner Lee Constantine, Presiding

AGENDA

- I. CALL TO ORDER** – Commissioner Lee Constantine
- 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

Ms. Marilyn Baldwin, Chair of the QATF, will provide a brief report from the January 23, 2018 meeting.

VIII. CONSENT AGENDA

A. Approval of minutes of previous meeting TAB 1

The minutes of the November 9, 2017 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 7, 2017. The summary is attached at Tab 2.

IX. ACTION ITEMS

A. Election of 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 a multi-county board, 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 Vice Chairperson may serve more than one term.

B. Approval of 2018 TDLCB Bylaws TAB 3

Pursuant to the CTD operating guidelines, the TDLCB is required to review their bylaws annually and recommend any proposed changes to the TDLCB for approval. The bylaws were reviewed by the QATF at their January 23, 2018 meeting with no changes being recommended.

C. Approval of 2018 Grievance Procedures TAB 4

Pursuant to the CTD operating guidelines, annually, the TDLCB must review and update its grievance procedures if necessary. The grievance procedures were reviewed by the QATF at their January 23, 2018 meeting. No changes were recommended.

D. Appointment of 2018 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. Three of the previous five members: Ms. Crystal Ford, Ms. Marilyn Baldwin, and Mr. Bob Melia have indicated their willingness to continue in this role. Two additional volunteers are needed to fill two vacancies. Only in the event a grievance is filed will the Grievance Committee be convened.

E. Approval of TDLCB Membership Certification TAB 5

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 14, 2018 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

TAB 6

Bill Hearndon, ACCESS LYNX, will report on current and ongoing operations, including an update on the issue of uncollected fares.

B. Overview of ACCESS LYNX Eligibility Process

David Franqui, Safety and Training Coordinator, ACCESS LYNX, will provide an overview of the eligibility process and respond to questions that arose at the January 23rd QATF meeting.

XI. GENERAL INFORMATION

TAB 7

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. 2017 Attendance Records

A spreadsheet showing the attendance records for the TDLCB meetings during 2017 is enclosed for information purposes.

XII. UPCOMING MEETINGS AND EVENTS OF INTEREST

A. MetroPlan Orlando Board meeting – March 14, 2017 at 9:00 a.m.

B. Quality Assurance Task Force – April 24, 2018 at 10:00 a.m. (if needed)

C. TDLCB Meeting Dates for 2018:

1. May 10, 2018

2. August 9, 2018

3. November 15, 2018 (Annual Public Meeting followed by the regular quarterly meeting)

XIII. MEMBER COMMENTS

XIV. PUBLIC COMMENTS (GENERAL)

XV. ADJOURNMENT – Next meeting: May 10, 2018

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.