



## **QUALITY ASSURANCE TASK FORCE (QATF) MEETING NOTICE AND AGENDA**

July 14, 2017

To: Quality Assurance Task Force Committee Members

Fr: Virginia L. Whittington, Director of Regional Partnerships, MetroPlan Orlando

Re: **REVISED** - QATF Meeting Notice

The next QATF meeting will be held on **Tuesday, July 25, 2017 at 10:00 a.m.** The meeting will take place in MetroPlan Orlando Live Oak Conference Room located at **250 S. Orange Avenue, Suite 200, Orlando, FL 32801.**

If you have any questions or additions, please feel free to contact me at (407) 481-5672 ext. 314 or by email at [vlwhittington@metroplanorlando.com](mailto:vlwhittington@metroplanorlando.com).

cc: Commissioner Pete Clarke  
Commissioner Lee Constantine  
Commissioner Peggy Choudhry

Attachment

## QUALITY ASSURANCE TASK FORCE (QATF) MEETING

JULY 25, 2017; 10:00 a.m.

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### REVISED AGENDA

Ms. Marilyn Baldwin, Presiding

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**I. Call to Order**

**II. Pledge of Allegiance**

**III. Confirmation of Quorum**

**IV. Public Comments on Action Items**

Comments from the public will be heard pertaining to 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.

**V. ACTION ITEMS**

None.

**VI. DISCUSSION/PRESENTATIONS**

**a. Community Partner Presentation – Inspire of Central Florida**

Ms. DeAndra Flowers, G.R.O.W. Program Coordinator Inspire of Central Florida, will provide an overview of the organization’s mission, their G.R.O.W. Program, and discuss potential collaborative partnership opportunities.

**b. CTC Designation Process**

Mr. Bill Hearndon, ACCESS LYNX, will explain the process of re-designating LYNX as the Community Transportation Coordinator. The current designation is set to expire in 2018.

### **c. LYNX/Community Transportation Coordinator (CTC) Update**

Mr. Ben Gonzalez and Mr. Bill Hearndon, ACCESS LYNX, will provide a report on current and ongoing operations, including an update on the Request for Proposal for paratransit services.

### **VII. QATF Workshop**

Ms. Virginia Whittington, MetroPlan Orlando staff, will give a presentation on uncollected fares and seek guidance from the QATF in developing recommendations for addressing the issue.

### **VIII. Member Comments**

### **IX. Public Comments (General)**

### **X. Adjournment**

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodations to participate in this proceeding, he or she should contact Ms. Lisa Smith, MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, Florida, 32801 or by telephone at (407) 481-5672 x307 at least three business days prior to the event.

Persons who require translation services, which are provided at no cost, should contact MetroPlan Orlando at (407) 481-5672 x307 or by email at lsmith@metroplanorlando.org at least three business days prior to the event.

As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.