



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

DATE: Thursday, November 13, 2014

TIME: 10:00 a.m.

LOCATION: David L. Grovdahl Board Room
315 E. Robinson Street, Suite 355
Orlando, Florida 32801

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Commissioner Horan, Chairperson, Presiding

AGENDA

- I. CALL TO ORDER PUBLIC HEARING - Commissioner Horan
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTIONS OF BOARD MEMBERS
- IV. PUBLIC COMMENTS ON ACTION ITEMS

The purpose of the Annual Public Hearing is to receive input on unmet needs or any other areas that relate to the local transportation services. People wishing to speak must complete a "Speakers Introduction Card" at the reception desk. Each speaker is limited to three minutes.

- V. ADJOURN PUBLIC HEARING
- VI. CALL REGULAR MEETING TO ORDER
- VII. CONFIRMATION OF QUORUM - Ms. Cathy Goldfarb

VIII. AGENDA REVIEW & ANNOUNCEMENTS- Mrs. Gabriella Arismendi

IX. 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 three minutes.

X. CONSENT AGENDA

- A. **Approval of minutes of previous meeting (August 14, 2014)** **TAB 1**
The minutes of the August 14, 2014 Transportation Disadvantaged Local Coordinating Board meeting are included at Tab 1 for approval.
- B. **Approval of Annual Operating Report (AOR)** **TAB 2**
Action is requested to approve ACCESS LYNX's Annual Operating Report, which includes the financial information for paratransit operations Fiscal Year 2015.
- C. **Proposed 2015 TDLCB Meeting Schedule** **TAB 3**
Action is requested to approve the 2015 MetroPlan Orlando Advisory Board/Committee Meeting Schedule.
- D. **Rural Area Capital Assistance Support Grant** **TAB 4**
LYNX staff is requesting the TDLCB's ratification of LYNX' submittal of a grant application to the Commission for the Transportation Disadvantaged for Rural Area Capital Assistance Support Grant.

XI. ACTION ITEMS

- A. **Approval of the 2014-2015 Rate Calculation Worksheet** **TAB 5**
Each year, the Florida Commission for the Transportation Disadvantaged (CTD) reviews and approves prices charged by transportation operators for rides purchased in the Coordinated Transportation System. The rate approval process begins with completion of the rate model spreadsheet. The information put into the spreadsheet considers past, current, and projected costs and revenues associated with the area's transportation services.

The rate model spreadsheet is updated each year to adjust for continuously changing factors related to capital equipment and replacement; local, state and federal subsidies that offset the cost of services; service demand changes; expenses that experience large changes, such as fuel; and anticipated or actual profits or losses.

At the August 14, 2014 TDLCB meeting, members did not approved the Rate Worksheet submitted by LYNX because of questions regarding 'materials & supplies' and 'fringe benefits'. Since then, MetroPlan and LYNX staff have met to go over the Rate Worksheet line items. Staff confirmed with the CTD that fuel expenses should be listed under the 'materials and supplies' line item. LYNX has adjusted their expenses and revenues based

the LYNX board's approval of their FY2015 budget and the changes to service brought on by the Medicaid program changes.

ACCESS LYNX's rates per trip for the fiscal year 2014-2015 are as follows:

Type of Trip	FY13-14 Rates	FY14-15 Rates
Ambulatory	\$36.94	\$59.87
Wheelchair	\$63.32	\$102.63
Stretcher (Medicaid only)	\$131.92	N/A

B. Election of a Vice-Chairman

Pursuant to the Transportation Disadvantage Local Coordinating Board By-Laws and CTD LCB Operating Guidelines, every year the Board shall elect a Vice Chairperson. For a multi-county board, an elected official not serving as the Chairperson shall serve as Vice Chairperson. The Vice Chairperson shall be elected by a majority vote of a quorum of the members of the Board present and voting at the organizational meeting. As standard MetroPlan procedure, the Vice Chairperson position rotates between the counties. Staff recommends the election of County Commissioner Pete Clarke as vice chairperson.

C. New Member Selection

TDLCB By-Laws state that "non-agency members of the Board shall be appointed for three-year staggered terms with initial membership being appointed equally for one, two, and three years". On December 2014, two non-agency positions will expire: Citizen Advocate, currently filled by Ms. Dianne Ketts, and For-Profit Operator, currently filled by Mr. Chris York from MV Transportation.

The QATF reviewed all applications at their October 21, 2014 meeting and took the following actions:

- Nominated Marsha Shapiro for the Citizen Advocate position
- Nominated Chris York for the For-Profit Operator

At this time, staff is asking approval of these nominations. The MetroPlan Orlando Board will review these nominations and will give final approval at their February 11, 2015 meeting.

D. Request by QATF to increase the number of TDCLB meetings

At their October 21, 2014 meeting, the QATF members passed a motion for the TDLCB to meet on a bi-monthly basis. The QATF members feel that bi-monthly meeting would increase TDLCB member engagement and would provide a better venue to handle "crisis" such as the approval of the Rate Worksheet.

It is staff's recommendation to maintain the quarterly meeting calendar. The MetroPlan Orlando Board approved the Strategic Business Plan on December 2013. Goal 2, task 1 of

the Plan calls for the reduction of Board and Committee meetings. MetroPlan staff met with several Committee members, including TDLCB members, and the general consensus called for the reduction of meetings. Increasing the number of meetings would be counterproductive to the intent of the Strategic Business Plan. In addition, the TDLCB has the ability to call special meetings to order to address any special issues.

In the case that the TDLCB approves the request by the QATF, then the new meeting schedule will have to begin on the new MetroPlan budget year, July 1, 2015. The additional budget for staff needs to be addressed on the TD Planning Grant negotiations with LYNX.

XII. PRESENTATIONS & STATUS REPORTS

- A. LYNX/Community Transportation Coordinator (CTC) Update** **TAB 6**
Tim May, LYNX, will report on current and ongoing operations. Additional information is included at Tab 6.
- B. Quality Assurance Task Force (QATF) Report**
Ms. Marilyn Baldwin, Chair of the QATF, will report on the October 21, 2014 meeting.
- C. 2015 TD Commission & TDLCB Tasks/Deadlines**
Ms. Gabriella Arismendi, MetroPlan Orlando staff, will review the 2015 calendar of items and tasks that need to be approved by the TDLCB and sent to the TD Commission.

XIII. GENERAL INFORMATION

TAB 7

- A. Blind Americans Equality Day Resolution**
In 1964, Congress passed a resolution allowing former President Lyndon Johnson to proclaim October 15 to be "White Cane Safety Day". Besides serving as a national observance in the United States, it enable us to celebrate the achievements of people who are blind or visually impaired and the important symbol of blindness and tool of independence, the white cane. In 2011, "White Cane Safety Day" was named "Blind Americans Equality Day" by President Barack Obama. At the September 10, 2014 MetroPlan Orlando Board Meeting, a Resolution designating October 15, 2013, as "Blind Americans Equality Day" was approved. The Resolution is included, and a copy was sent to the National Federation of the Blind.
- B. Ombudsman Report**
A summary of the communication made directly to the Commission for the Transportation Disadvantaged office from riders, providers, or others.
- C. Planning Grant Update Report**
Quarterly progress reports of transportation disadvantaged planning accomplishments and planning contract deliverables as outlined in the planning grant agreement.

D. 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. An attachment of the report is included.

E. City of Jacksonville Disabled Parking Enforcement Program

Information on Jacksonville's Disabled Parking Enforcement Program

XIV. MEMBER COMMENTS

XV. PUBLIC COMMENTS (GENERAL)

XVI. ADJOURNMENT - Next meeting: February 12, 2015 - Happy New Year!

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. Cathy Goldfarb at MetroPlan Orlando, 315 East Robinson Street, Suite 355, Orlando, FL, (407) 481-5672, ext. 315, not later than two (2) business days prior to the proceeding.