



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

DATE: Thursday, February 12, 2015
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 Pete Clarke, Presiding

AGENDA

- I. CALL TO ORDER - Commissioner Horan
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTIONS
- IV. CONFIRMATION OF QUORUM - Ms. Cathy Goldfarb
- V. AGENDA REVIEW & ANNOUNCEMENTS- Ms. Gabriella Arismendi
- 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. CONSENT AGENDA -
 - A. Approval of minutes of previous meeting (November 13, 2014) **TAB 1**
The minutes of the November 13, 2014 Transportation Disadvantaged Local Coordinating Board meeting are included at Tab 1 for approval.

- B. Approval of TDLCB Membership Certification** **TAB 2**
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. This document will be sent to the MetroPlan Orlando Board for approval in March. The roster is included in Tab 2.

VIII. ACTION ITEMS

- A. 2014-2015 By-Laws Approval** **TAB 3**
Pursuant to the CTD operating guidelines, the TDLCB must annually update the by-laws. The by-laws were reviewed by the QATF at their January 20, 2015 meeting. The QATF reviewed the by-laws but did not seek to approve because of Medicaid grievance question (page 7).
- B. 2014-2015 Grievance Procedure Approval** **TAB 4**
Pursuant to the CTD operating guidelines, the TDLCB must annually update the grievance procedures. The grievance procedures were reviewed by the QATF at their January 20, 2015 meeting. The QATF moved to approve the Grievance Procedures without any changes.

IX. PRESENTATIONS & STATUS REPORTS

- A. TDLCB 101**
Gabiella Arismendi, MetroPlan Orlando, will present an overview of the transportation disadvantaged planning process and the CTD guidelines of a Local Coordinating Board.
- B. Evaluation of Community Transportation Coordinator (CTC)** **TAB 5**
Pursuant to Florida Statutes 427.15 the performance of the CTC shall be evaluated based on the CTD approved evaluation criteria by the coordinating board annually. A copy of the evaluation shall be submitted to the metropolitan planning agency and the Commission. The recommendation or termination of any CTC shall be subject to approval by the Commission.

For the evaluation this year, staff will conduct the evaluation as part of the February 2013 TDLCB meeting. The process will be facilitated by staff using an electronic polling device. Members can submit comments or suggestion on individual sections at the end of each section. Staff will submit these additional comments to the CTC.
- C. Report on the FY2014-2015 Public Hearing** **TAB 6**
Gabiella Arismendi, MetroPlan Orlando, will update the board on the results of the January 20, 2015 public hearing.
- D. Quality Assurance Task Force (QATF)**
Ms. Marilyn Baldwin, Chair of the QATF, will report on the January 20, 2015 meeting
- E. LYNX/Community Transportation Coordinator (CTC) Update** **TAB 7**
Tim May, ACCESS LYNX Paratransit manager, will report on current and ongoing operations.

X. GENERAL INFORMATION

TAB 8

A. Ombudsman Report: September - December

A summary of the communication made directly to the Commission for the Transportation Disadvantaged office from riders, providers, or others that require direct interaction with the customer or other entities will be provided at the meeting.

B. Planning Grant Update Report

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

C. 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

D. 2014 Attendance Records

A spreadsheet showing the attendance records for the TDLCB meetings during 2014 is enclosed for information purposes.

E. 2040 LRTP Executive Summary

Copies of the 2040 Long Range Transportation Plan (LRTP) Executive Summary will be provided at the meeting in members' supplemental folders.

F. FHWA E-Mail on the Use of International Symbol of Accessibility

MetroPlan received an email from the Florida Division of the Federal Highway Administration (FHWA) regarding the requests to utilize the new "Accessible Icon".

XI. UPCOMING MEETINGS AND EVENTS OF INTEREST

A. Quality Assurance Task Force - April 21, 2015 at 1:30 p.m.

B. TD Day - March 3, 2015 in Tallahassee

C. MetroPlan Orlando Board meeting - March 11, 2015 at 9:00 a.m.

XII. MEMBER COMMENTS

XIII. PUBLIC COMMENTS (GENERAL)

XIV. ADJOURNMENT - Next meeting: May 14, 2015

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.