

**LEE COUNTY TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB)**

1:30pm., Friday, April 5, 2013
City of Cape Coral Annex Building
Conference Room A200
815 Nicholas Parkway E., Cape Coral
239-244-2220



AGENDA

Call to Order and Pledge of Allegiance

Introductions

Approval of Minutes

1. *Minutes from the March 1, 2013 LCB Public Hearing Meeting
2. *Minutes from the March 1, 2013 LCB Regular Business Meeting
3. Public Comments on Items on the Agenda

New Business

4. *Review and Recommend MPO Board Approval of the Selection Committee Rankings for the Community Transportation Coordinator (CTC) for the Transportation Disadvantaged for Lee County (Don Scott)
5. Coordinated Transportation Program Updates & Distributions Items (Brian Raimondo)
6. Community Transportation Coordinator (CTC) News and Reports (Tom Nolan)

Other Business

7. Public Comments on Items not on the Agenda
8. Member Announcements

Adjournment

*Action Items +May Require Action

All meetings of the Lee County Metropolitan Planning Organization (MPO) are open to the public. In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact Ms. Meghan Marion at the Lee MPO 48 hours prior to the meeting by calling (239) 244-2220; if you are hearing or speech impaired call (800) 955-8770 Voice / (800) 955-8771 TDD. Or, e-mail mmarion@leempo.com.

The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes he has been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Florida Department of Transportation District One Title VI Coordinator Robin Parrish at (863) 519-2675 or by writing her at P.O. Box 1249, Bartow, Florida 33831.

**MINUTES OF THE LEE COUNTY LOCAL COORDINATING BOARD
PUBLIC HEARING MEETING FOR THE TRANSPORTATION DISADVANTAGED**

Held on Friday, March 1, 2013 @ 1:30am

Cape Coral – Lee County Public Library, Meeting Room, 921 SW 39th Terrace, Cape Coral, FL

A Representative of:	Voting Members	Agency	Alternates to Voting Members	Agency
The MPO shall appoint one elected official to serve as the official Chairperson for all Coordinating Board meetings.	Commissioner Kiker (Present)	Lee County BoCC	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Vacant	FDOT	Richard Shine (Present)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Dianne Ledbetter (Present)	DCF	Stacey Lowe (Absent)	DCF
C. A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible	Randy Teston (Unexcused)	Lee County School Board	Vacant	
D. In areas where they exist, a local representative of the Division of Vocational Rehabilitation Services or the Division of Blind Services, representing the Department of Education	Mary Watford (Absent)		Flora Gonzales (Excused)	
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Linda Carter (Present)		James Scollen (Excused)	
F. A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Kim Hustad (Present)	Lee County Human Services	Robin Jewett (Absent)	
G. A person representing the Elderly in the county	(Vacant)		(Vacant)	
H. A person with a disability representing the disabled in the county	Brian Powers (Excused)		(Vacant)	
I-1. [One of Two] Citizen Advocates in the County	Michael Pierce (Present)		Joe Belardinelli (Absent)	
I-2. [One of two] Citizen Advocates this one must be a person who uses the transportation service(s) of the system as their primary means of transportation.	David Lane (Present)		(Vacant)	

J. A local representative for children at risk	Selena Hinsdale (Excused)	Children's Medical Services	Lacey Binkley (Unexcused)	RCMA
K. In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit Systems Board, except in cases where they are also the Community Transportation Coordinator.	Steve Myers (Absent)	LeeTran	Peter Gajdjis (Present)	LeeTran
L. A local representative of the Florida Department of Elder Affairs	Angela Wood (Excused)	Area Agency on Aging for SW Florida	Sue Clarke (Excused)	Area Agency on Aging for SW Florida
M. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the CTC.	Michael Griffin (Present)		Priscilla Hardaway (Present)	
N. A local representative of the Florida Agency for Health Care Administration	Joe Martinez (Present)	Agency for Health Care Administration	Karen Brooks (Absent)	Agency for Health Care Administration
O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Jim Wall (Present)	Regional Workforce Development Board	Deb Reardon (Present)	Regional Workforce Development Board
P. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, hospitals, local health department or other home and community based services, etc.	Sue Maxwell (Unexcused)	Lee Memorial Health Systems	Teresa Frank-Farhner (Unexcused)	Lee Memorial Health Systems

Also in attendance: Steve Holmes and John Irvine CTD Staff, Rosalie Berlin – Citizen, Tom Nolan and Debbie Stephens - Good Wheels, Inc., Jill Brown – LeeTran, Don Scott and Brian Raimondo – Lee MPO

CALL TO ORDER

The meeting was called to order by Chairman Kiker at 1:35 pm, the Pledge of Allegiance was recited and introductions were made. Mr. Raimondo declared there was a quorum.

Agenda Item #1 – Public Comments on Items on the Agenda

None

Agenda Item #2 – CTC Evaluation

Mr. Raimondo said annually the LCB reviews the CTC, but since it was an RFP year there was no need to do a CTC evaluation.

MOTION BY MS. CARTER AND SECONDED BY MR. PIERCE AT THE NEXT MEETING THE LCB WILL BE REVIEWING THE RFP RANKINGS IN LIEU OF THE CTC EVALUATION. MOTION CARRIED UNANIMOUSLY.

Agenda Item #3 – Minor Update of the TDSP

Mr. Raimondo mentioned the TDSP was being updated and would be submitted to the CTD by June 30, 2013. He provided a list of bullet points with recommended changes to the TDSP and briefly discussed them. Several changes were made to the TDSP by the committee and will be updated prior to the document going to the MPO Board in April for final approval. It was mentioned by Mr. Gajdjis to change the trip priority ranking from all medical to a percentage of medical and the rest for work trips. Mr. Irvine discussed how other counties do different types of medical trips to include prevention to reduce future life sustaining trips. Mr. Irvine recommended leaving the trip priority rankings as is until the new CTC is approved and to create a subcommittee for this issue.

MOTION BY MR. MARTINEZ AND SECOND BY MS. CARTER TO APPROVE THE TDSP AND GRIEVANCE PROCEDURES. THE MOTION WAS APPROVED UNANIMOUSLY WITH A ROLL CALL VOTE.

Agenda Item #4 – Public Comments on Items not on the Agenda

None

Meeting adjourned at 2:20.

**MINUTES OF THE LEE COUNTY LOCAL COORDINATING BOARD
MEETING FOR THE TRANSPORTATION DISADVANTAGED**

Held on Friday, March 1, 2013 directly after the Public Hearing

Cape Coral – Lee County Public Library, Meeting Room, 921 SW 39th Terrace, Cape Coral, FL

A Representative of:	Voting Members	Agency	Alternates to Voting Members	Agency
The MPO shall appoint one elected official to serve as the official Chairperson for all Coordinating Board meetings.	Commissioner Kiker (Present)	Lee County BoCC	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Vacant	FDOT	Richard Shine (Present)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Dianne Ledbetter (Present)	DCF	Stacey Lowe (Absent)	DCF
C. A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible	Randy Teston (Unexcused)	Lee County School Board	Vacant	
D. In areas where they exist, a local representative of the Division of Vocational Rehabilitation Services or the Division of Blind Services, representing the Department of Education	Mary Watford (Absent)		Flora Gonzales (Excused)	
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Linda Carter (Present)		James Scollen (Excused)	
F. A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Kim Hustad (Present)	Lee County Human Services	Robin Jewett (Absent)	
G. A person representing the Elderly in the county	(Vacant)		(Vacant)	
H. A person with a disability representing the disabled in the county	Brian Powers (Excused)		(Vacant)	
I-1. [One of Two] Citizen Advocates in the County	Michael Pierce (Present)		Joe Belardinelli (Absent)	
I-2. [One of two] Citizen Advocates this one must be a person who uses the transportation service(s) of the system as their primary means of transportation.	David Lane (Present)		(Vacant)	

J. A local representative for children at risk	Selena Hinsdale (Excused)	Children's Medical Services	Lacey Binkley (Unexcused)	RCMA
K. In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit Systems Board, except in cases where they are also the Community Transportation Coordinator.	Steve Myers (Absent)	LeeTran	Peter Gajdjis (Present)	LeeTran
L. A local representative of the Florida Department of Elder Affairs	Angela Wood (Excused)	Area Agency on Aging for SW Florida	Sue Clarke (Excused)	Area Agency on Aging for SW Florida
M. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the CTC.	Michael Griffin (Present)		Priscilla Hardaway (Present)	
N. A local representative of the Florida Agency for Health Care Administration	Joe Martinez (Present)	Agency for Health Care Administration	Karen Brooks (Absent)	Agency for Health Care Administration
O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Jim Wall (Present)	Regional Workforce Development Board	Deb Reardon (Present)	Regional Workforce Development Board
P. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, hospitals, local health department or other home and community based services, etc.	Sue Maxwell (Unexcused)	Lee Memorial Health Systems	Teresa Frank-Farhner (Unexcused)	Lee Memorial Health Systems

Also in attendance: Steve Holmes and John Irvine CTD Staff, Rosalie Berlin – Citizen, Tom Nolan and Debbie Stephens - Good Wheels, Inc., Jill Brown – LeeTran, Don Scott and Brian Raimondo – Lee MPO

CALL TO ORDER

The meeting was called to order by Chairman Kiker at 2:20 pm.

Agenda Item #1 – Approval of Minutes from the December 14, 2012 LCB Meeting

**MOTION BY MS. CARTER AND SECOND BY MR. PIERCE TO APPROVE THE MINUTES.
MOTION CARRIED UNANIMOUSLY.**

Agenda Item #2 – Public Comments on Items on the Agenda

None

Agenda Item #3 – CTD Executive Director Presentation

Mr. Holmes discussed the LCB being a key aspect to the coordinated system and how the LCB review of the CTC is important. He discussed the upcoming budget the Legislature will eventually vote on. Mr. Holmes said there are 80 Federal transportation programs in Florida, but the CTD doesn't know how the funds are allocated. They will be identifying these programs and will try to get relevant funds into the coordinated system to bring in more

money. Overall, this will lower the cost of trips. Ms. Carter questioned about CTCs going regional, and Mr. Holmes said the CTCs are better local, unless the CTC can operate better regionally.

MOTION BY MS. CARTER AND SECONDED BY MR. PIERCE THAT THE LCB WRITE A LETTER TO LOCAL REPRESENTATIVES TO ENDORSE THE INCREASE IN TD FUNDS IN THIS YEARS BUDGET. MOTION WAS APPROVED UNANIMOUSLY WITH MR. MARTINEZ AND MR. SHINE ABSTAINING.

Agenda Item #4 – LCB Endorsement of Grant Applications

Mr. Raimondo said there is one grant for LCB consideration which is Good Wheels – FY 2013 USC 5310 Capital Funding Application. He felt it supported the coordinated system since it was the CTC requesting four vehicles for a total of \$422,077.00. Ms. Hustad asked if the vehicles were replacements or additions, with Ms. Stephens saying they were replacements.

MOTION BY MR. LANE AND SECOND BY MR. PIERCE TO ENDORSE THE 5310 GRANT. MR. SHINE ABSTAINED AND THE MOTION WAS APPROVED UNANIMOUSLY.

Agenda Item #5 – Review of Bylaws

The Bylaws were reviewed and there was a discussion about changing the meeting day of the week and possibly the meeting times for the meeting. The LCB had a short discussion about possible days and times and Mr. Raimondo said he would email the committee for days/times more convenient for them.

MOTION BY MS. HUSTAD AND SECOND BY MS. CARTER TO APPROVE THE BYLAWS. MOTION PASSED UNANIMOUSLY.

Agenda Item #6 – Program Updates and Distribution Items

Mr. Raimondo discussed the upcoming calendar of events, the new LCB certification sheet and the first quarterly report that was provided to the CTD for invoicing.

Agenda Item #7 – CTC News and Reports

Mr. Nolan said he is the new Director of Good Wheels and discussed the ridership and complaint numbers for October – December 2012. Mr. Shine discussed MAP21 and how the New Freedom and JARC grants have been changed. Mr. Martinez asked if unmet trips are being logged and Mr. Nolan said they are trying and getting better at it.

Agenda Item #8 – Public Comments on Items not on the Agenda

None

Agenda Item #9 – Member Announcements

Mr. Shine acknowledged the CTD, Mr. Scott and Mr. Wall for the assistance on applicants for the FDOT transit coordinator position. The position has closed. He mentioned the 5310 and 5311 grants will be decided in April or May 2013.

Mr. Pierce thanked LeeTran, Mr. Griffin and Mr. Belardinelli on getting the contract service to jetBlue.

LeeTran mentioned that they were replacing six vehicles.

Meeting adjourned at 3:32.

**Review and Recommend MPO Board Approval of the Selection
Committee Rankings for the CTC for the Transportation
Disadvantaged for Lee County**

**RECOMMENDED ACTION: Review and recommend the Selection Committee Rankings
for the new CTC**

The Lee County CTC is selected every five years by the Request for Proposal process. The RFP went out on February 17th and proposals were due back to the MPO on March 8th at 3pm. Proposals were received from Good Wheels, Inc. and TMS Management Group, Inc. The chosen proposer will provide service for FY 2012/13 to FY 2016/17. A Selection Committee was held on March 20th to rank the two submittals. The Selection Committee members included Jill Brown, Linda Carter (Alternate but did not attend meeting), Kim Hustad, Kitty Sayers and Don Scott. The selection committee ranked Good Wheels number 1 and TMS Management Group number 2. Once the LCB reviews and recommends a CTC it will go to the MPO Board on April 19th and to the CTD Board on May 21st for final approval. The Selection Committee's scoring sheets are **attached**.

Consulting Firm	Experience and Ability to Coordinate Transportation Services (5)	Quality Assurance (3)	Management Resources (3)	Transportation Operations (4)	Financial Capacity to Undertake Project (4)	Finance Plan and Rates (3)	Understanding of Proposal to the RFP (2)	Disadvantaged Business Enterprise Participation (1)	Total Points (125)
TMS Management Group	4 (30)	4 (12)	3 (9)	3 (12)	3 (12)	2 (6)	2 (4)	1	76
GoodWheels	5 (25)	4 (12)	3 (9)	4 (16)	3 (12)	3 (9)	2 (4)	1	88

Selection Committee Member Signature

Date 3/20/13

*MPO Staff will be collecting these criteria evaluation forms at the end of the Selection Committee meeting.

Consulting Firm	Experience and Ability to Coordinate Transportation Services (5)	Quality Assurance (3)	Management Resources (3)	Transportation Operations (4)	Financial Capacity to Undertake Project (4)	Finance Plan and Rates (3)	Understanding of Proposal to the RFP (2)	Disadvantaged Business Enterprise Participation (1)	Total Points (125)
TMS Management Group	4 (20)	4 (12)	4 (12)	3 (12)	3 (12)	4 (12)	4 (8)	1 (1)	89
GoodWheels	4 (20)	3 (9)	4 (12)	4 (16)	4 (16)	4 (12)	4 (8)	1 (1)	94

Selection Committee Member Signature Paul J. Hoff Date 3/20/13

*MPO Staff will be collecting these criteria evaluation forms at the end of the Selection Committee meeting.

- Booker additional criteria*
- 1 - No capability to meet criteria
 - 2 - Marginal or poor capability to meet criteria
 - 3 - Average capability to meet criteria
 - 4 - Above average capability to meet the criteria
 - 5 - Excellent capability to meet the criteria

Consulting Firm	Experience and Ability to Coordinate Transportation Services (5)	Quality Assurance (3)	Management Resources (3)	Transportation Operations (4)	Financial Capacity to Undertake Project (4)	Finance Plan and Rates (3)	Understanding of Proposal to the RFP (2)	Disadvantaged Business Enterprise Participation (1)	Total Points (125)
TMS Management Group	15	6	15	16	20	15	8	4	91
GoodWheels	25	9	15	20	20	12	10	4	115

Selection Committee Member Signature [Signature] Date 3/20/13

*MPO Staff will be collecting these criteria evaluation forms at the end of the Selection Committee meeting.

GoodWheels - local

history
partnership
relationship with riders
rates?

TMS - large but not local
technology is great
what is transition plan w/ rider
proposal was glossy but vague in areas

Consulting Firm	Experience and Ability to Coordinate Transportation Services (5)	Quality Assurance (3)	Management Resources (3)	Transportation Operations (4)	Financial Capacity to Undertake Project (4)	Finance Plan and Rates (3)	Understanding of Proposal to the RFP (2)	Disadvantaged Business Enterprise Participation (1)	Total Points (125)
TMS Management Group	23	13	15	18	20	15	9	5	118
GoodWheels	25	15	15	20	19	14	10	5	122

Selection Committee Member Signature

R.A. Sawyer

Date

3/21/2013

*MPO Staff will be collecting these criteria evaluation forms at the end of the Selection Committee meeting.

Program Updates and Distribution Items

INFORMATION ITEMS

1. Calendar of upcoming LCB meetings/events
2. Letter to Legislative Delegation supporting the increased TD budget allocations
3. Lee TD 2nd Quarterly Report

Calendar of Upcoming Events for the Lee County Local Coordinating Board

January 2013	Planning Agency staff to schedule Evaluation Committee meeting at Good Wheels to conduct evaluation of the CTC. Continue preparation of the draft of the minor update to the TDSP.
February 2013	Evaluation Committee meets at Good Wheels to conduct CTC evaluation.
March 2013	LCB Public Hearing Meeting and Regular Business meeting @ 1:30 p.m. Planning Agency staff submits TDSP minor update draft to LCB board for approval. RFP process comes to a close and Selection Committee meets.
April 2013	Draft minor update of TDSP submitted to Lee County MPO Technical Advisory Committee, Citizen Advisory Committee and Lee County MPO Board for their endorsement. LCB Meeting April 5 th .
June 2013	June 8, 2012 (if necessary) Planning Agency staff submits final approved TDSP to the Commission for the Transportation Disadvantaged.
July 2013	TD Conference (Details will be forthcoming)
August 2013	Prepare AER.
September 2013	LCB Meeting TBD. Review AOR, AER and Bylaws. Election of Vice-Chair.
December 2013	LCB Meeting TBD. Appointment of CTC Evaluation Committee. Begin draft TDSP preparation.



P.O. Box 150045, Cape Coral, Florida 33915-0045 • (239) 244-2220 • www.leempo.com

March 22, 2013

The Honorable Matt Caldwell
15191 Homestead Road
Lehigh Acres, FL 33971

RE: Transportation Disadvantaged Trust Fund Budget

Dear Representative Caldwell:

The Lee County Local Coordinating Board respectfully requests you to pass Governor Scott's budget recommendation to increase the Transportation Disadvantaged Trust Fund by \$12.7 million for this budget and future budgets to ensure coordination of transportation services and enhance access to health care, jobs etc., for older adults, persons with disabilities and people with limited incomes.

Please do not hesitate to contact Mr. Brian Raimondo at 239-330-2240, if you have any questions or comments.

Sincerely,

Larry Kiker
Lee County Local Coordinating Board Chair

BR

cc: The Honorable Lizbeth Benacquisto
The Honorable Garrett Richter
The Honorable Dane Eagle
The Honorable Heather Fitzenhagen
The Honorable Ray Rodrigues

M:\Letters\2013\3-22-2013 TD Trust Fund Ltr

**PLANNING RELATED GRANT AGREEMENT TASKS
QUARTERLY PROGRESS REPORT**

Designate Official Planning Agency: Lee County MPO

Invoice #: 2

County: Lee County

Contract #: AQP94

Reporting Period: October to December

I. Program Management

A. When necessary and in cooperation with the local coordinating board, solicit and recommend a community transportation coordinator, in conformity with Chapters 287 and 427, Florida Statutes. Such recommendation shall be presented to the Commission by Planning Agency staff or their designee.(Task 2)

B. Develop and maintain a process for the appointment and reappointment of voting and non-voting members to the local coordinating board (LCB). (Task 3)

Continued to fill vacancies for the School District, person over age 60 to represent the elderly, a person with a disability and for the experienced representative of the local private for profit transportation industry/a local private non-profit representative.

C. Prepare agendas for local coordinating board meetings consistent with the *Local Coordinating Board and Planning Agency Operating Guidelines*. Ensure that operator payments are addressed as a standard agenda item. (Task 3)

Prepared the agenda for the December 14, 2012 meeting. Attached.

D. Prepare official minutes of local coordinating board meetings regardless of a quorum) and submit an approved copy along with the quarterly report to the Commission. For committee meetings, prepare minutes in the form of a brief summary of basic points, discussions, decisions, and recommendations to the full board. Keep records of all meetings for at least five years. (Task 3)

Prepared official minutes for the September 11 , 2012 meeting. Attached.

E. Provide at least one public hearing annually by each local coordinating board, and assist the Commission, as requested, in co-sponsoring public hearings. This public hearing must be in addition to the local coordinating board meetings. It may, however, be held in conjunction with the scheduled local coordinating board meeting (immediately following or prior to the local coordinating board meeting).(Task 4)

F. Provide staff support for committees of the local coordinating board. (Task 3)

Did all necessary work for the December 14, 2012 LCB meeting.

- G. Develop and update annually by-laws for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 5)

- H. Develop, annually update, and implement local coordinating board grievance procedures in accordance with the Commission guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program. A copy of the approved procedures shall be submitted to the Commission.(Task 6)

- I. Provide the Commission with a current membership roster and mailing list of local coordinating board members. The membership roster shall be submitted with the first quarterly report and when there is a change in membership. (Task 3)

The membership roster is constantly updated. Attached.

- J. Provide public notice of local coordinating board meetings and local public hearings in accordance with the *Coordinating Board and Planning Agency Operating Guidelines*. (Task 3)

Attached

- K. Review and comment on the Annual Operating Report for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 7)

Ms. Carter voiced her concerns on the large amount of no shows and that the money could be used to provide trips to someone else. Mr. Bryant mentioned they receive a flat rate each month from ACAH and they are aggressive on this issue. He felt the annual numbers of no shows is probably lower than the state average. Ms. Hustad asked what is the Good Wheels staff turnover and qualifications. Mr. Bryant said the management team is stable and 80-90% of the drivers have been there for over 10 years. He said they have no problem getting qualified drivers or mechanics. Ms. Maxwell mentioned a guy in Sarasota that does design and marketing and discussion ensued on how to get help with the no shows. The LCB reviewed and approved the CTC AOR on December 14, 2012. Attached.

- L. Review the transportation disadvantaged service plan, and recommend action to the local coordinating board. (Task 1)

- M. Report the actual expenditures of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 8)

Staff compiled the AER after sending the request to just over 100 agencies in Lee County. The item was taken to the Lee LCB on December 14, 2012 as an information item. The LCB

approved the AER on December 14, 2012. Attached.

II. Service Development

The planning agency shall develop the following service development items.

- A. Jointly, with the community transportation coordinator and the local coordinating board, develop the Transportation Disadvantaged Service Plan (TDSP) by preparing the planning section following Commission guidelines. (Task 1)

- B. Encourage integration of "transportation disadvantaged" issues into local and regional comprehensive plans. Ensure activities of the local coordinating board and community transportation coordinator are consistent with local and state comprehensive planning activities including the Florida Transportation Plan.

- C. Encourage the local Community Transportation Coordinator to work cooperatively with regional workforce boards established in Chapter 445, Florida Statutes, and provide assistance in the development of innovative transportation services for welfare transition program.

III. Technical Assistance, Training, and Evaluation

The planning agency shall provide technical assistance and training for the local coordinating board, and shall assist the local coordinating board in monitoring and evaluating the community transportation coordinator.

- A. Provide the local coordinating board with quarterly reports of transportation disadvantaged planning accomplishments and expenditures as outlined in the planning grant agreement and any other activities related to the transportation disadvantaged program including but not limited to consultant contracts, special studies, and marketing efforts. (Task 9)

The first quarter report was provided to the Lee LCB on March 1, 2013. The second quarter report will be provided to the LCB at its next meeting.

- B. Attend at least one Commission-sponsored training, including but not limited to, the Commission's quarterly regional meetings, the Commission's annual training workshop, or other sponsored training. (Task 10)

- C. Attend at least one Commission meeting each year within budget/staff/schedule availability.

- D. Notify Commission staff of local transportation disadvantaged concerns that may require

special investigations.

- E. Provide training for newly-appointed local coordinating board members. (Task 3)

Provided orientation to several new and existing LCB members.

- F. Provide assistance to the community transportation coordinator, purchasing agencies, and others, as needed, which may include participation in, and initiating when necessary, local or regional meetings to discuss transportation disadvantaged needs, service evaluation and opportunities for service improvement.

Staff encouraged local and out of area agencies to submit for 5310/11 grants. Staff worked closely with the Lighthouse of SWFL and LeeTran during their grant submittal.

- G. To the extent feasible, collect and review proposed funding applications involving "transportation disadvantaged" funds consistent with Chapter 427, Florida Statutes, and Rule 41-2, Florida Administrative Code, and provide recommendation to the local coordinating board.

- H. Ensure the local coordinating board conducts, at a minimum, an annual evaluation of the community transportation coordinator. The local coordinating board shall evaluate the coordinator using the Commission's *Evaluation Workbook for Community Transportation Coordinators and Providers in Florida* (at a minimum, using the modules concerning Competition in Use of Operators, Cost-Effectiveness and Efficiency, and Availability of Service) and local standards as defined in the Transportation Disadvantaged Service Plan. (Task 2)

- I. Assist the Commission for the Transportation Disadvantaged in joint reviews of the community transportation coordinator.

- J. Ensure the local coordinating board annually reviews coordination contracts to advise the Coordinator whether the continuation of said contract provides the most cost effective and efficient transportation available, consistent with Rule 41-2, Florida Administrative Code.

- K. Implement recommendations identified in the Commission's Quality Assurance Performance Evaluation reviews.

IV Special Considerations by Planning Agency:

V. Special Considerations by Commission:



Signature of Individual Submitting Report

3/18/2013

Date

Donald L. Scott

Typed name of Individual Submitting Report

**LEE COUNTY TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB)**

10:00 a.m., Friday, December 14, 2012
Cape Coral – Lee County Public Library
Meeting Room
921 SW 39th Terrace, Cape Coral, FL



AGENDA

Call to Order and Pledge of Allegiance

Introductions

1. *Approval of Minutes from the September 14, 2012 Meeting
2. Public Comments on Items on the Agenda

New Business

3. *Election of Vice-Chair (Brian Raimondo)
4. *Appointment of Annual CTC Evaluation Committee (Brian Raimondo)
5. *RFP Process to Select a FY 2013/14 to 2017/18 CTC (Brian Raimondo)
6. *LCB Endorsement of Grant Applications (Brian Raimondo)
7. *Review of CTC 2011-2012 Annual Operating Report (Brian Raimondo)
8. +Review of CTC 2011-2012 Actual Expenditure Report (Brian Raimondo)
9. Coordinated Transportation Program Updates & Distributions Items (Brian Raimondo)
10. CTC News and Reports (Gary Bryant)

Other Business

11. Public Comments on Items not on the Agenda
12. Member Announcements

Adjournment

*Action Items +May Require Action

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**MINUTES OF THE LEE COUNTY LOCAL COORDINATING BOARD
MEETING FOR THE TRANSPORTATION DISADVANTAGED**

Held on Friday, September 14, 2012 @ 1:30pm

Cape Coral – Lee County Public Library, Meeting Room, 921 SW 39th Terrace, Cape Coral, FL

A Representative of:	Voting Members	Agency	Alternates to Voting Members	Agency
The MPO shall appoint one elected official to serve as the official Chairperson for all Coordinating Board meetings.	Comr Brian Bigelow (Excused)	Lee County BoCC	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Julia B. Davis (Present)	FDOT	Richard Shine (Absent)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Dianne Ledbetter (Present)	DCF	Kesley Crawford (Absent)	DCF
C. A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible	Randy Teston (Unexcused)	Lee County School Board	(Vacant)	
D. In areas where they exist, a local representative of the Division of Vocational Rehabilitation Services or the Division of Blind Services, representing the Department of Education	Mary Watford (Absent)		Flora Gonzales (Present)	
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Linda Carter (Absent)		James Scollen (Present)	
F. A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Kim Hustad (Excused)	Lee County Human Services	Robin Jewett (Absent)	
G. A person representing the Elderly in the county	Lorenzo Tindal (Present)		(Vacant)	
H. A person with a disability representing the disabled in the county	(Vacant)		(Vacant)	
I-1. [One of Two] Citizen Advocates in the County	Michael Pierce (Absent)		Joe Belardinelli (Present)	
I-2. [One of two] Citizen Advocates this one must be a person who uses the transportation service(s) of the system as their primary means of transportation.	David Lane (Present)		(Vacant)	

J. A local representative for children at risk	Selena Hinsdale (Excused)	Children's Medical Services	Lacey Binkley (Unexcused)	RCMA
K. In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit Systems Board, except in cases where they are also the Community Transportation Coordinator.	Steve Myers (Absent)	LeeTran	Peter Gajdjis (Present)	LeeTran
L. A local representative of the Florida Department of Elder Affairs	Angela Wood (Unexcused)	Area Agency on Aging for SW Florida	Sue Clarke (Unexcused)	Area Agency on Aging for SW Florida
M. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the CTC.	(Vacant)		(Vacant)	
N. A local representative of the Florida Agency for Health Care Administration	Joe Martinez (Present)	Agency for Health Care Administration	Karen Brooks (Absent)	Agency for Health Care Administration
O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Jim Wall (Excused)	Regional Workforce Development Board	(Vacant)	Regional Workforce Development Board
P. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, hospitals, local health department or other home and community based services, etc.	Sue Maxwell (Absent)	Lee Memorial Health Systems	Teresa Frank-Farhner (Present)	Lee Memorial Health Systems

Also in attendance: Rosalie Berlin – Citizen, Gary Bryant - Good Wheels, Inc., Jill Brown – LeeTran, Brian Raimondo – Lee MPO, John Saxton – Citizen, Mike Ulrich – Citizen, Stacey Lowe - DCF and Priscilla Hardaway – Creative Resources Works, Inc.

CALL TO ORDER

The meeting was called to order by Vice-Chairman Lane at 1:40 pm, the Pledge of Allegiance was recited and introductions were made.

Agenda Item #1 – Minutes from the May 18, 2012 Meeting

MOTION BY MR. SCOLLEN AND SECONDED BY MS. DAVIS TO APPROVE THE MINUTES FROM THE MAY 18, 2012 MEETING. MOTION CARRIED UNANIMOUSLY.

Agenda Item #2 – Public Comments on Items On the Agenda

None

Agenda Item #3 – Review of CTC 2011-2012 Annual Operating Report

Mr. Raimondo said Gary Bryant requested an extension from the CTD for the AOR. Mr. Irvine, CTD Area 6 Program Manager, granted an extension from the September 15th deadline to October 15th. Therefore, he recommended the item be tabled until the December meeting. Mr. Raimondo mentioned he contacted Mr. Irvine and he was okay with the AOR being reviewed by the LCB in December. He asked if Mr. Bryant had any information to provide on this item and Mr. Bryant did not.

MOVE TO TABLE THE REVIEW OF CTC 2011-2012 ANNUAL OPERATING REPORT BY MS. DAVIS AND SECOND BY MR. BELARDINELLI. MOTION CARRIED UNANIMOUSLY.

Agenda Item #4 – Review of CTC 2011-2012 Actual Expenditure Report

Mr. Raimondo mentioned the process to collect the AER data has been done incorrectly in the past. In the past, only the data was requested from the CTC and not from any agency/organization that could be potentially providing transportation disadvantaged trips in the county. To do this correctly, he has been creating a list of all agencies he felt may be providing these trips such as churches of any denomination, SWFAS, Creative Resources etc. Once he finalizes the list he will either send them a letter or an email using a modified letter that the Collier MPO has been using to do this task for the past few years. The deadline to submit the AER to the CTD is September 15th, but coincidentally since Good Wheels doesn't have their AER data ready Mr. Raimondo will take advantage of the situation and contact every agency/organization he can research in the limited time frame. The list will be a work in progress and he hopes that agencies will respond with their data or at least stating that they do not or never will be providing these types of trips. If an agency responds they do not and won't be providing these trips in the future, contacting them for future AER data will be shelved for several years and then revisited in the event they change their business plan or management changes. Mr. Irvine was contacted in regards to the MPO working on correcting the way the AER data is being done and was okay with the data coming in late since they were trying to improve the process. Mr. Raimondo asked this item be tabled until the December meeting where the LCB would have a chance to review the data and approve it. The AER doesn't need to be approved by the LCB, but Mr. Raimondo felt it necessary to give the LCB a chance to review and approve if they so choose. Mr. Scollen requested to see the list, and Mr. Raimondo said the list would be emailed out once he finalizes it, and additions are welcome.

MOVE TO TABLE THE REVIEW OF CTC 2011-2012 ACTUAL EXPENDITURE REPORT BY MS. DAVIS AND BY MR. BELARDINELLI. MOTION CARRIED UNANIMOUSLY.

Agenda Item #5 – Update to the LCB Bylaws

The LCB Bylaws were tabled from the last meeting and need to be reviewed annually. The subject was tabled with the request to provide the dates of non-agency term limits, which was provided. Mr. Raimondo said the issue is the committee has lost one member, Brian Powers, and will be losing several key non-agency members in the near future due to this language in the Bylaws:

No non-agency member shall serve more than two consecutive terms (six years) as a voting member.

Mr. Raimondo suggested removing the above sentence to allow interested non-agency members to serve additional three year terms. Mr. Gajdjis felt it was necessary to keep this sentence in to provide new people and fresh blood to come into the LCB. Ms. Davis said this line was put in several years ago to allow staff a venue to remove disruptive non-agency members. Discussion continued on how termed out members could reapply and that nothing would prevent them from reapplying for additional terms on the LCB. Mr. Raimondo said he hasn't actively sought replacements for Mr. Powers or future non-agency vacancies until this matter is resolved. He felt

it would be unfair to Mr. Powers and discussed how he has spent several hours on the phone with him the past few months. Mr. Raimondo said he would be sending the application back to Mr. Powers. The Committee then discussed the time frames on how long termed out members needed to wait to reapply.

MOTION BY MR. TINDAL TO MAKE AN ADDENDUM TO THE BYLAWS THAT AFTER TWO CONSECUTIVE TERMS, THE MPO WILL SOLICIT OTHER PEOPLE FOR VACANT POSITIONS AND AFTER THIRTY DAYS TERMED OUT MEMBERS CAN REAPPLY IF THERE IS A VACANCY. MR. BELARDINELLI SECOND. MOTION CARRIED UNANIMOUSLY.

Agenda Item #6 – Approval of the 2013 MPO Meeting Calendar

Mr. Raimondo said this approval would be for the LCB calendar dates only.

MOTION BY MS. FRANK-FARHNER AND SECOND BY MS. LEDBETTER TO APPROVE THE CALENDAR. MOTION CARRIED UNANIMOUSLY.

Agenda Item #7 – Coordinated Transportation Program Updates & Distribution Items

Mr. Raimondo provided the calendar of events and most recent certification sheet.

Agenda Item #8 – CTC News and Reports

Mr. Bryant discussed the ridership and complaints. Mr. Scollen asked a question regarding New Freedoms Grants and how it related to trips. Mr. Bryant discussed this issue. Ms. Frank-Farhner said the complaint numbers were very low and Mr. Bryant discussed how they categorize the different types of complaints/inquiries.

Agenda Item #9 – Transportation Access to jetBlue Park and other Popular Destination in Lee County

Mr. Raimondo said at the May meeting Commissioner Bigelow asked that a subcommittee be formed to write a letter to John Henry, Red Sox Owner, to request funding for a charter service to jetBlue Park. Mr. Pierce, Mr. Scollen, Mr. Raimondo and the Commissioner agreed to be part of the subcommittee. The four worked on a letter and it was presented in draft form for the committee to review and comment on. Mr. Raimondo said the letter was primarily written by Mr. Pierce with a bit of data being added by the MPO per the Commissioner's request and although he reviewed it, Mr. Scollen had little input on the letter. Mr. Tindal said the letter starts off wrong and the subject matter is incorrect and it needed to say "Regarding" as opposed to "Subject." He also said this letter has a glaring omission and should be presented that we are asking for a reasonable accommodation. Mr. Bryant asked if the letter would be sent using the MPO's letterhead and felt it was incorrect to do so unless the letter was going to the MPO Board. Mr. Raimondo said he didn't know what the MPO Director was going to do in regards to the letter until after the meeting and the status of the letter was known. Ms. Davis said to use the CTD Logo instead. Mr. Bryant felt the tone of the letter was poor and to send a letter of this nature to Mr. Henry, the tenth most powerful man in the U.S., was not a good idea. It was discussed that sending a letter to try and shame Mr. Henry into funding transportation would start a media frenzy and would do little other than alienate him. It was discussed that Mr. Henry could accuse the County for not having the adequate infrastructure, therefore, wasn't his problem. Mr. Bryant said this letter should come from the BoCC, not the LCB. Discussion ensued on the proper place this issue should be discussed.

MOTION BY MS DAVIS AND SECOND BY MS. LEDBETTER TO REJECT THE LETTER AND IF SOMEONE COMES UP WITH ANOTHER LETTER WE CAN TRY IT AGAIN. MOTION PASSED WITH MR. BELARDINELLI VOTING AGAINST REJECTING THE LETTER.

Mr. Belardinelli agreed to write a letter to the Red Sox and then a second one to either the MPO Board or BoCC.

Agenda Item #10 – Public Comments on Items Not on Agenda

None

Agenda Item #11 – Member Announcements

Ms. Davis mentioned the FDOT Grant Application Workshops for FTA capital and operating assistance grants would be in Bartow on September 19th and Fort Myers on September 20th.

Mr. Scollen asked what adjustments are needed when the new VA opens. Mr. Gajdjis said the bus route goes directly to the VA and it is captured under the ADA ¾ mile, therefore, none. Mr. Bryant said the VA doesn't fall under the coordinated system, but trips can go there from other funding sources.

MOTION TO ADJORN BY MS. DAVIS AND SECOND BY MR. TINDAL AT 3:35PM.

REVIEW OF CTC ANNUAL OPERATING REPORT (AOR) FOR 2011-12

RECOMMENDED ACTION: Review the Annual Operating Report (AOR) for Lee County and authorize the Chairperson to endorse it with any comments that may be appropriate. The AOR for Lee County is attached.

Rule 41-2.011(4), *Florida Administrative Code*, requires the CTC to prepare and submit an AOR to the LCB for its review, and then to submit the AOR to the Commission for the Transportation Disadvantaged (CTD) by September 15th each year. Good Wheels was granted an extension to October 15th. Good Wheels completed the AOR and submitted it to the CTD by the deadline extension.

The AOR itemizes information relating to the transportation services delivered by the coordinator, and allows the LCB to develop a thorough understanding of the coordinated transportation disadvantaged program in the service area. The report also provides the CTD with a uniform state-wide database which is used to monitor the effectiveness and efficiency of the program. The CTD uses the AOR to distribute the Transportation Disadvantaged Trust Fund among the coordinators by the formula. The CTD also compiles the AORs from the coordinators into the Annual Performance Report.



Transportation for the Disabled and Disadvantaged

10075 Bavaria Rd. S.E.
Fort Myers, FL 33913
239 768-6184 (office)
239 768-0334 (fax)

facsimile transmittal



To: Brian Raimondo Fax: 790-2695
 From: Debi Stephens Date: 10-16-12
 re: ADR Lee Pages: _____
 cc: _____

Urgent For Review Please Comment Please Reply Please Recycle



FLCTD

Annual Operations Report

Section I: Face Sheet

County: Lee	Fiscal Year: July 1, 2011 - June 30, 2012
Status: Submitted to FLCTD	
Report Date:	10/15/2012
Period Covered:	July 1, 2011 - June 30, 2012
Coordinator's Name:	Good Wheels, Inc.
Address:	10075 Bavaria Rd.
City:	Fort Myers
Zip Code:	33913
Service Area:	Lee
Contact Person:	Gary L. Bryant
Title:	President/CEO
Phone:	(239) 768 - 6184
Fax:	(239) 768 - 0334
Email:	gbryant1@aol.com
Network Type:	Partial Brokerage
Organization Type:	Private Non-Profit
CTC Certification:	
I, Gary L. Bryant, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.	
CTC Representative (signature) Gary L Bryant - 10/02/2012	
LCB Statement:	
I, _____, as the local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(7) F.S. that the local Coordinating Board has reviewed this report and the Planning Agency has received a copy.	
LCB Signature _____	

FLCTD

Annual Operations Report

Section II: General Info

County: Lee

Fiscal Year: July 1, 2011 - June 30, 2012

Status: Submitted to FLCTD

Section II: Coordinated System General Information

1. Provider Listing (include the CTC, if the CTC provides transportation services)

Number of Private Non-Profits: 1

Number of Private For-Profits: 0

Public Entities:

School Board: 0

Municipality: 0

County: 0

Transit Authority: 1

Other: 0

Total: 2

2. How many of the providers listed in 1 are coordination contractors?

2

FLCTD

Annual Operations Report

Section III: Passenger Trip Info

County: Lee		Fiscal Year: July 1, 2011 - June 30, 2012	
Status: Submitted to FLCTD			
Section III: Passenger Trip Information			
1a. One-Way Passenger Trips			
Type of Service	Service Area		Total
	Within	Outside	
Fixed Route/Fixed Schedule			
Daily Trip Tickets	0	0	0
Weekly Passes	0	0	0
Monthly Passes	65	0	65
Deviated Fixed Route Service			
	0	0	0
Paratransit			
Ambulatory	79211	1916	81127
Non-Ambulatory	28967	196	29163
Stretcher	336	10	346
Other Services			
School Board Trips	0	0	0
Total Trips	108579	2122	110701
1b. How many of the total trips were provided by contracted transportation providers (do not include the CTC, if the CTC provides transportation services)?			3137
1c. How many of the total trips were provided by coordination contractors?			2246
2. One-Way Trips by Funding Source			
Agency for Health Care Administration			51334
Agency for Persons with Disabilities			24288
Agency for Workforce Innovation			0
Commission for the Transportation Disadvantaged			22590
Department of Children and Families			0
Department of Community Affairs			0
Department of Education			0
Department of Elder Affairs			4978
Department of Health			0

Department of Juvenile Justice	0
Florida Department of Transportation	0
Local Government	0
Local Non-Government	4918
Other Federal Programs	2593
Total:	110701
3. One-Way Trips by Passenger Type	
Was this information obtained by sampling?	no
Elderly	
Low Income:	13115
Disabled:	11489
Low Income and Disabled:	13236
Other:	12248
Children	
Low Income:	5094
Disabled:	2601
Low Income and Disabled:	5666
Other:	867
Other	
Low Income:	1734
Disabled:	9755
Low Income and Disabled:	23041
Other:	11855
Total:	110701
4. One-Way Passenger Trips - by Purpose	
Was this information obtained by sampling?	no
Medical Purpose	72361
Employment Purpose	0
Education/Training/Daycare Purpose	34763
Nutritional Purpose	3457
Life-Sustaining/Other Purpose	120
Total:	110701
5. Unduplicated Passenger Head Count	
5a. Paratransit/Deviated Fixed Route/ School Brd	2025

5b. Fixed Route	4
Total:	2029
6. Number of Unmet Trip Requests	5420
Unmet Trip Requests by Type of Trip	
Unmet Medical	5355
Unmet Employment	0
Unmet Education/Training/Daycare	27
Unmet Nutritional	38
Unmet Life-Sustaining/Other	0
Reason Trip was Denied (Optional)	
Lack of Funding:	5420
Lack of Vehicle Availability:	0
Lack of Driver Availability:	0
Other:	0
7.) Number of Passenger No-shows	9464
Passenger No-Shows by Funding Source (optional)	
CTD:	2912
AHCA:	5304
AWI:	0
DCF:	0
APD:	1208
DOE:	0
DOEA:	0
Other:	40
8. Complaints	
Complaints by Service	37
Complaints by Policy	2
Complaints by Vehicle	1
Complaints by Other	12
Complaint Total:	52
9. Commendations	
Commendations by CTC	75

Commendations by Transportation Providers	0
Commendations by Coordination Contractors	0
Total Commendations:	75

FLCTD

Annual Operations Report

Section IV: Vehicle Info

County: Lee	Fiscal Year: July 1, 2011 - June 30, 2012	
Status: Submitted to FLCTD		
Section IV: Vehicle Information		
1. Mileage Information		
	Vehicle Miles	Revenue Miles
CTC:	1435263	1197661
Transportation Providers:	31930	31930
Coordination Contractors:	17547	17547
School Bus Utilization Agreement:	0	0
Total:	1484740	1247138
2. Roadcalls		
	45	
3. Accidents		
	Chargeable	Non-Chargeable
Total Accidents Person Only:	0	0
Total Accidents Vehicle Only:	0	2
Total Accidents Person & Vehicle:	0	1
Total Accidents:	0	3
Grand Total:	3	
4. Total Number of Vehicles		
	51	
	Count	Percentage
a. Total vehicles that are wheelchair accessible:	42	82.00%
b. Total vehicles that are stretcher equipped:	1	1.00%

FLCTD

Annual Operations Report

Section V: Employee Info

County: Lee		Fiscal Year: July 1, 2011 - June 30, 2012	
Status: Submitted to FLCTD			
Section V: Employee Information			
1. CTC and Transportation Provider Employee Information			
			Hours
Full-Time Drivers	42		78403
Part-Time Drivers	0		0
Volunteer Drivers	0		0
Total Hours:			78403
Maintenance Employees	4		
Dispatchers	1		
Schedulers	1		
Call Intake/Reserv./Cust. Serv.	2		
Other Operations Employees	1		
			Hours
Other Volunteers	0		0
Administrative Support	3		
Management Employees	4		
Total	58		
2. Coordination Contractors Employee Information			
			Hours
Full-Time Drivers	0		0
Part-Time Drivers	8		1185
Volunteer Drivers	0		0
Total Hours:			1185
Maintenance Employees	0		
Dispatchers	1		
Schedulers	0		
Call Intake/Reserv./Cust. Serv.	0		

Other Operations Employees	0	
		Hours
Other Volunteers	0	0
Administrative Support	1	
Management Employees	2	
Total	12	
		TOTAL HOURS: 79588

FLCTD

Annual Operations Report

Section VI: Revenue Sources

County: Lee		Fiscal Year: July 1, 2011 - June 30, 2012	
Status: Submitted to FLCTD			
Section VI: Financial Data			
1. Detailed Revenue and Trips Provided by Funding Source			
Revenue Source	CTC and Transportation Providers	Coordination Contractors	TOTAL REVENUES
Agency for Health Care Administration			
Medicaid Non-Emergency	\$1,539,152.00	\$0.00	\$1,539,152.00
Medicaid Non-Emergency (under fixed fee service with AHCA)	\$0.00	\$0.00	\$0.00
Agency for Persons with Disabilities			
Comm Care for Dis Adults/Aging & Adult Services	\$0.00	\$9,130.00	\$9,130.00
Developmental Services	\$306,438.00	\$18,468.00	\$324,906.00
Other (specify)	\$0.00	\$0.00	\$0.00
Agency for Workforce Innovation			
WAGES/Workforce Board	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Commission for the Transportation Disadvantaged			
Non-Sponsored Trip Program	\$580,717.00	\$0.00	\$580,717.00

Non-Sponsored Cap. Equip.	\$0.00	\$0.00	\$0.00
Rural Capital Equip.	\$0.00	\$0.00	\$0.00
TD Other (specify)	\$0.00	\$0.00	\$0.00
Department of Children and Families			
Alcohol, Drug Abuse & Mental Health Program	\$0.00	\$0.00	\$0.00
Family Safety & Preservation	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Community Affairs			
Community Services	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Education			
Carl Perkins Vocational Ed. Act	\$0.00	\$0.00	\$0.00
Division of Blind Services	\$0.00	\$0.00	\$0.00
Vocational Rehabilitation	\$0.00	\$0.00	\$0.00
Day Care Programs	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Elder Affairs			
Older Americans Act	\$0.00	\$0.00	\$0.00
Community Care for the Elderly	\$0.00	\$0.00	\$0.00
Other (specify) Senior Friendship ctr	\$105,031.00	\$0.00	\$105,031.00
Department of Health			
Children's Medical Services	\$0.00	\$0.00	\$0.00
Office of Disability Deter.	\$0.00	\$0.00	\$0.00

County Public Health Unit	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Juvenile Justice			
(specify)	\$0.00	\$0.00	\$0.00
Department of Transportation			
49 USC 5307 (Section 9)	\$0.00	\$0.00	\$0.00
49 USC 5310 (Section 16)	\$112,336.00	\$0.00	\$112,336.00
49 USC 5311 (Section 18)	\$0.00	\$0.00	\$0.00
490USC 5311(f) (Section 18i)	\$0.00	\$0.00	\$0.00
Block Grant	\$0.00	\$0.00	\$0.00
Service Development	\$0.00	\$0.00	\$0.00
Commuter Assistance Program	\$0.00	\$0.00	\$0.00
Other DOT (Specify)	\$0.00	\$0.00	\$0.00
Local Government			
School Board Service	\$0.00	\$0.00	\$0.00
Complementary ADA Service	\$0.00	\$0.00	\$0.00
County Cash	\$0.00	\$0.00	\$0.00
County In-Kind	\$0.00	\$0.00	\$0.00
City Cash	\$0.00	\$0.00	\$0.00
City In-Kind	\$0.00	\$0.00	\$0.00
Other Cash (specify)	\$0.00	\$0.00	\$0.00
Other In-Kind (specify)	\$0.00	\$0.00	\$0.00
Local Non-Government			
Farebox	\$41,660.00	\$0.00	\$41,660.00

Donations, Contributions	\$20,365.00	\$0.00	\$20,365.00
In-Kind Services	\$0.00	\$0.00	\$0.00
Other Non-Government	\$185,994.00	\$0.00	\$185,994.00
Other Federal or State Programs			
(specify)New Freedom 5317	\$88,012.00	\$0.00	\$88,012.00
(specify)	\$0.00	\$0.00	\$0.00
(specify)	\$0.00	\$0.00	\$0.00
GRAND TOTAL:			
	\$2,979,705.00	\$27,598.00	\$3,007,303.00

FLCTD

Annual Operations Report

Section VII: Expense Sources

County: Lee		Fiscal Year: July 1, 2011 - June 30, 2012	
Status: Submitted to FLCTD			
Section VII: Financial Data			
2. Expense Sources			
Expense Item	Community Transportation Coordinator	Coordination Contractor	TOTAL EXPENSES
Labor (501):	\$1,662,863.00	\$21,503.00	\$1,684,366.00
Fringe Benefits (502):	\$419,092.00	\$4,902.00	\$423,994.00
Services (503):	\$108,471.00	\$0.00	\$108,471.00
Materials and Supplies Cons. (504):	\$494,383.00	\$8,354.00	\$502,737.00
Utilities (505):	\$38,476.00	\$0.00	\$38,476.00
Casualty and Liability (506):	\$167,412.00	\$1,583.00	\$168,995.00
Taxes (507):	\$2,836.00	\$0.00	\$2,836.00
Purchased Transportation Services (508)			
Bus Pass Expenses:	\$16,630.00	\$0.00	\$16,630.00
School Bus Expenses:	\$0.00	\$0.00	\$0.00
Other:	\$109,812.00	\$0.00	\$109,812.00
Miscellaneous (509):	\$28,555.00	\$0.00	\$28,555.00
Interest (511):	\$45,325.00	\$0.00	\$45,325.00
Leases and Rentals (512):	\$17,431.00	\$0.00	\$17,431.00
Annual Depreciation (513):	\$428,514.00	\$0.00	\$428,514.00
Contributed Services (530):	\$0.00	\$0.00	\$0.00
Allocated Indirect Expenses:	\$0.00	\$0.00	\$0.00
GRAND TOTAL:	\$3,539,800.00	\$36,342.00	\$3,576,142.00

REVIEW OF ACTUAL EXPENDITURES REPORT (AER) 2011-12

**INFORMATION ITEM: Review the Actual Expenditures Report (AER)
2011-12**

The MPO is required to report actual expenditures of the transportation disadvantaged funds to the Commission each year. These funds should include local and direct federal funds. The Commission surveys state agencies directly for similar information, so they do not include moneys that pass through state agencies. The completed AER is on the next page, and the instructions to fill it out are on subsequent pages.

ACTUAL EXPENDITURE REPORT FORM
 (One form for each county
 Do not report funds from state agency sources)

COUNTY: _____ Lee County _____
 DUE: September 15, 2012

Coordinated Transportation

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of One Way Trips	Expenditures	# of One Way Trips
\$210,027	\$105,997	\$88,012	\$2,593

Transportation Alternatives

Transportation Alternatives			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of One Way Trips	Expenditures	# of One Way Trips
\$109,812	3,137	0	0

Other

Other			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of One Way Trips	Expenditures	# of One Way Trips
\$207,918	4,293	0	0

ACTUAL EXPENDITURES REPORT

Purpose and Form Instructions:

The purpose of this form is for the planning agencies to collect information about local and direct federal funds that have been expended on transportation disadvantaged trips. The Commission surveys state agencies directly for similar information, so please do not include monies that pass through state agencies. For example, the state funds for the Florida Department of Transportation Section 5311 Program would not be reported (since these are reported to the Commission by the Florida Department of Transportation), but the local match monies and the number of trips would be reported on this form.

Please complete the attached form for each county. This form may be forwarded to local entities; however, it must be sent in summary form to the Commission for the Transportation Disadvantaged. If the planning agency intends to distribute the reporting form to local entities for completion, the planning agency may consider changing the word “County” to “Program” on the reporting form for clarity purposes. Again, only **one form per county** shall be submitted to the Commission.

The deadline to submit the summarized form (one for each county) to the Commission for the Transportation Disadvantaged is **September 15, 2015**. The actual numbers are for the state fiscal year July 1, through June 30, and are local or direct federal dollars only.

Definitions:

Coordinated Transportation - transportation purchased from the coordinated system

Direct Federal Funding - monies supplied directly from federal agencies for transportation disadvantaged services (examples might include Foster Grandparents Program or Head Start)

Local Funding - monies generated locally to purchase services for the transportation disadvantaged (examples include local match for the TD grant, Farebox, and other local monies)

One-Way Trip - a unit of service provided each time a passenger enters the vehicle, is transported, and then exits the vehicle. Each different destination would constitute a passenger trip

Other - items not included in coordinated transportation or transportation alternatives

State Fiscal Year - July 1 through June 30

Transportation Alternatives - those specific services approved by rule to be acceptable transportation alternatives and as defined in Rule 41-2.015, Florida Administrative Code. The Rule reads as follows:

(1) Any agency purchasing transportation services or providing transportation funding for the transportation disadvantaged with transportation disadvantaged funds shall expend all transportation disadvantaged funds through a contractual arrangement with the community transportation coordinator or an approved coordination provider except as provided in (2) and (3) below.

(2) When it is better suited to the unique and diverse needs of a transportation disadvantaged person, the sponsoring agency may purchase or provide transportation by utilizing the following alternatives:

- (a) Privately owned vehicle of an agency volunteer or employee;
- (b) State owned vehicles;
- (c) Privately owned vehicle of a family member or custodian;
- (d) Common carriers, such as commercial airlines or bus; and
- (e) Emergency medical vehicles.

(3) The sponsoring agency may utilize other modes of transportation when the community transportation coordinator determines it is unable to provide or arrange the required service. Information pertaining to these denials for service shall be reported by the community transportation coordinator on a quarterly basis or more frequently as specified by the local coordinating board.

Submittal:

Return to: Commission for the Transportation Disadvantaged
Attn. Regional Manager
605 Suwannee Street, MS-49
Tallahassee, FL 32399-0450

Deadline: September 15, 2012

**LEE COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD
(FEBRUARY 2012)**

	A Representative of:	Voting Member	Term Expires	Alternate Member	Term Expires
1	A. The MPO or DOPA shall appoint one elected official (from each county) to service as the official Co-Chairperson for all Coordinating Board meetings.	Hon. LCB Chairperson Brian Bigelow (New Chairman effective 11/24/2011) Lee County Commission P. O. Box 398 Fort Myers, FL 33902 (239)533-2227 Dist2@leegov.com	NA	No alternate	NA
2	B. A local representative of the Florida Department of Transportation (FDOT)	Julia B. Davis, AICP Florida Department of Transportation, District One Southwest Urban Area Office Fort Myers Operations Center 2981 Pine Island Road Cape Coral, Florida 33909 Phone (239) 656-7800 Fax (239) 656-7737 Julia.Davis@dot.state.fl.us	Agency	Richard Shine FDOT, Southwest Area Office P.O. Box 1030 Fort Myers, FL 33902-1030 (239) 461-4300 Richard.Shine@dot.state.fl.us	Agency
3	A local representative of the Florida Department of Children and Families (DCF)	Dianne Ledbetter Operations Administrator Dept. of Children & Families 2295 Victoria Avenue Fort Myers, FL 33901 338-1161 Dianne_ledbetter@dcf.state.fl.us	Agency	Stacey Lowe Adult Protective Investigations Supervisor DCF Circuit 20 Fort Myers, FL 33901 239-338-1175 Stacey_lowe@dcf.state.fl.us	Agency
4	A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office or Headstart Program in areas where the School District is responsible.	Randy Teston Lee County District Schools Leonard Compound 301 Leonard Blvd Lehigh Acres, FL 33971 (239) 303-5905 RandyRT@LeeSchools.Net	Agency	(Vacant) (STAFF HAS CONTACTED THE SCHOOL BOARD WHICH IS PRESENTLY WORKING ON FILLING THIS VACANCY)	Agency
5	In areas where they exist, a local representative of the Division of Vocational Rehabilitation Services of the Division of Blind Services, representing the Department of Education.	Mary Watford Division of Vocational Rehabilitation Area 5 Program Office 4110 Center Pointe Drive, Suite 210 FT MYERS, FL 33916-9450 (239) 278-7317 watform@vr.fldoe.org	Agency	Flora Gonzalez, Unit Supervisor Division of Vocational Rehabilitation Community Career and Service Center 4150 Ford Street Extension, Suite 3 FT MYERS, FL 33916 (239) 278-7150 Ext. 223 Flora.Gonzalez@vr.fldoe.org	Agency

6	A person recommended by the local Veterans Service Office, representing Veterans of the county	Linda Carter 704 Home Avenue Lehigh Acres, FL (239) 368-6846 mjlinda@comcast.net	January 2013	James Scollen Area Coordinator Missing In America Veteran Recovery Project 4020 Rainbow Drive Fort Myers, FL 33916 (239) 693-8050 Cell Phone: 634-8625 jpachiva@aol.com	September 2013
7	A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Kim Hustad Family Self Sufficiency Program Manager Lee County Department of Human Services 2440 Thompson Street Fort Myers, FL 33901 Phone: (239) 533-7916 khustad@leegov.com	Agency	Robin Jewett Lee County Dept. of Human Services 2440 Thompson Street Fort Myers, FL 33901 Phone: (239) 533-7916 rjewett@leegov.com	Agency
8	A person over 60 representing the Elderly in the county	(Vacant)		(Vacant)	
9	A person with a disability representing the disabled in the county	Brian T. Powers 2605 SE 16 th Place, Apt. D Cape Coral, FL 33904 (239) 772-9570 the_btp@embarqmail.com	December 2015	(Vacant)	
10	One of Two Citizen Advocates in the County	Michael Pierce 2828 Jackson Street Unit M-3 Fort Myers, FL 33901 mepproductions@embarqmail.com (239) 334-0199 (239) 260-4575 (CIL office)	May 2012	Joe Belardinelli 4150 Ford Street Extension Fort Myers, FL 33916 Phone (239) 931-8200, Ext. 11192 JBelardinelli@SFWDB.org	
11	One of Two Citizen Advocates – this one must be a person	David Lane (Vice-Chairman) 4312 South Bay Circle	May 2013	(Vacant)	

	who uses the transportation service(s) of the system as their primary means of transportation.	North Fort Myers, FL 33903 (239) 652-3602 lanenikken@comcast.net			
12	A local representative for children at risk	Selena Hinsdale Childrens' Medical Services 9800 South Health Park Drive Fort Myers, FL 33908 (239) 433-6723 Selena_hinsdale@doh.state.fl.us	Agency	Lacey Binkley Childrens' Medical Services 9800 South Health Park Drive Fort Myers, FL 33908 (239) 433-6723, Ext. 136 Lacey_Binkley@doh.state.fl.us	Agency
13	In areas where they exist, the Chairperson or designee of the local Mass transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator.	Mr. Steve Myers, Director Lee Tran 6035 Landing View Road Fort Myers, FL 33907 (239) 533-0322 slmyers@leegov.com	Agency	Peter Gajdjis, Deputy Director Lee Tran Passport Service 5711-1 Independence Circle Fort Myers, FL 33912 (239) 533-0350 pgajdjis@leegov.com	Agency
14	A local representative of the Florida Department of Elder Affairs	Angela Wood Area Agency on Aging for Southwest Florida, Inc. 15201 N. Cleveland Avenue Suite #1100 North Fort Myers, FL 33903 (239) 652-6900 woodan@elderaffairs.org	Agency	Sue Clarke Area Agency on Aging for Southwest Florida, Inc. 15201 N. Cleveland Avenue Suite #1100 North Fort Myers, FL 33903 (239) 652-6900 clarkes@elderaffairs.org	Agency
15	An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the Community Transportation Coordinator.	Michael Griffin Mgr. SWFL Trans Blue Bird Taxi, Yellow Cab and Checker Airport Trans. 239-560-9563 Griffin625@qmail.com	December 2015	Priscilla Hardaway President Creative Resources Works, Inc. PO Box 51006 Fort Myers, FL 33994 239-728-2036 Pdh246@aol.com	December 2015
16	A local representative of the Florida Agency for Health Care Administration	Joe Martinez Area 8 Medicaid Program Office Agency for Health Care Administration P.O. Box 60127 Fort Myers, FL 33906-0127 (239) 338-2620, Ext. 2831 martinej@fdhc.state.fl.us	Agency	Karen Brooks Area 8 Medicaid Program Office Agency for Health Care Administration P.O. Box 60127 Fort Myers, FL 33906-0127 (239) 338-2620, Ext. 112 brooksk@fdhc.state.fl.us	Agency

17	A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Jim Wall 24311 Walden Center Drive; Suite 200 Bonita Springs, FL 34134 (239) 992-8000 careerphd@yahoo.com	Agency		Agency
18	A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, hospitals, local health department or other home and community based services, etc.	(Vacant)		(Vacant)	

Community Transportation Coordinator

Gary Bryant, President
 Good Wheels, Inc.
 10075 Bavaria Road, SE
 Fort Myers, FL 33913
 Fax 768-6187 (800) 741-1570 (239) 209-1479 (Cell phone)

Commission for the Transportation Disadvantaged

Steven Holmes, Executive Director
 605 Suwannee Street, MS 49
 Tallahassee, FL 32399-0450
 (850) 410-5700

CTC News and Reports

INFORMATION ITEMS

At the time of creating the agenda package Good Wheels was currently in the second quarter of its Fiscal Year. Therefore, the ridership and complaint data could not be compiled for this meeting. Other items may be discussed by Good Wheels as they deem necessary.