

**Lee County Transportation Disadvantaged
Local Coordinating Board**

**10:00 AM, December 5, 2014
City of Cape Coral Public Works – Green Room
815 Nicholas Pkwy E, Cape Coral FL 33990
239-330-2240**



AGENDA

Call to Order

Pledge of Allegiance

Introductions

New Business

1. *Approval of Minutes from September 5, 2014
2. Public Comments on Items on the Agenda

Other Business

3. *Election of Vice-Chair (Brian Raimondo)
4. *Appointment of Annual CTC Evaluation Committee (Brian Raimondo)
5. Program Updates and Distribution Items (Brian Raimondo)
 - Calendar of events
 - Quarterly Reports
 - TDSP
6. Good Wheels' Updates and Reports (Good Wheels)
 - Ridership and complaints for August through October 2014
 - Operator Payments
7. Public Comments on Items not on the Agenda
8. Member Comments

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 September 5, 2014 @ 10:00 am

City of Cape Coral Annex Building, Conference Room A200, 815 Nicholas Pkwy E, Cape Coral, FL

A Representative of:	Voting Members	Agency	Alternates to Voting Members	Agency
An elected official from the MPO Board to serve as the official Chairpersons.	Rick Williams (Present)	City of Cape Coral	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Debi Stephens (Present)	FDOT	Richard Shine (Absent)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Stacey Lowe (Present)	DCF	Melissa Mickey (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	Roger Lloyd (Present)	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)	DOE	Flora Gonzalez (Present)	DOE
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Jerry Conway (Present)		Frank Greulich (Absent)	
F. A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Kim Hustad (Absent)	Lee County Human Services	Robin Jewett (Absent)	
G. A person representing the Elderly in the county	Linda Carter (Present)		(Vacant)	
H. A person with a disability representing the disabled in the county	Brian Powers (Absent)		(Vacant)	
I-1. [One of Two] Citizen Advocates in the County	Michael Pierce (Present)		(Vacant)	
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	Lorena Rodriguez (Present)	Lee Memorial-Children's Hospital	Sally Kreuzscher	Lee Memorial-Children's Hospital

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/ Jill Brown (Present)	LeeTran
L. A local representative of the Florida Department of Elder Affairs	Vacant		Vacant	
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)	SWFL Transportation	Priscilla Hardaway (Present)	Creative Resources
N. A local representative of the Florida Agency for Health Care Administration	Joe Martinez (Present)	AHCA	Karen Brooks (Absent)	AHCA
O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Jim Wall (Absent)	Career Source SWFL	Deb Reardon (Present)	Career Source SWFL
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.	Vacant	Lee Memorial Health Systems	Vacant	Lee Memorial Health Systems

Also in attendance: Alan Mandel - Good Wheels, Inc., Julia Davis – Omnibus, Wayne Gaither and Jill Brown- LeeTran, Timothy Holden, Rosalie Berlin – Citizen, Brian Raimondo – Lee MPO.

The meeting was called to order by Chairman Williams at 10:00 am. There was a quorum. The Pledge of Allegiance was recited and introductions were made.

Agenda Item #1 – Approval of the Minutes from the September 5, 2014 meeting

Motion by Ms. Carter and seconded by Mr. Pierce to approve the minutes. Motion carried unanimously.

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

Ms. Stephens said a grant workshop will be held in Fort Myers on November 20th and in Bartow on November 21st. More information will be provided in the future.

Mr. Martinez asked that member comments be added as an agenda item.

Agenda Item #3 – Review and Approval of CTC 13/14 AOR

Mr. Mandel mentioned the AOR was based on last fiscal year.

Ms. Carter asked what type of complaints are included in the report. Ms. Davis said they are just raw numbers with nothing attached to it, and that they are brought to the LCB each meeting. Mr. Mandel said they would bring this information back in the December meeting.

Ms. Carter said the accident record went up since last year and wanted to know what the contributing factors are.

Mr. Raimondo asked if the AOR was a template, and Ms. Davis said yes. Ms. Stephens mentioned the AOR presented to the LCB was in the format that the TD Commission wants.

Mr. Gajdjis said he thinks the state changed the format. Referring to the first page, he discussed one way trips per funding source. Regarding #6 unmet trip requests, Mr. Gajdjis said don't leave it zero, because that would mean all trips are met. The unmet trip numbers are in the APR for reference. In Section 6 Revenue Source, Mr. Gajdjis said there was a miscalculation in the TD commission revenues.

Under Section 7, Ms. Carter wanted to know what department was having the most no shows.

Motion by Ms. Carter and seconded by Mr. Pierce to approve the AOR with the mentioned changes. Motion carried unanimously.

Agenda Item #4 – Review and Approve By-Laws

Mr. Raimondo said annually the LCB needs to review their By-Laws. He discussed changes to the Quorum section and general housing keeping issues.

Motion by Ms. Carter and seconded by Mr. Lane to approve the By-Laws. Motion carried unanimously.

Agenda Item #5 – Public Comments on Items not on the Agenda

Ms. Rodriguez said Bluebird has taken children to the hospital without car seats, but they are not allowed to let kids leave without a child seat. She said the cars are not equipped to properly put the seats in the car. Ms. Rodriguez said she could do in-service with Bluebird to assist. Mr. Griffin said he was interested.

Agenda Item #6 – Program Updates and Distribution Items

Mr. Raimondo discussed the calendar of events and 3rd and 4th Quarterly reports.

Agenda Item #7 – Good Wheels' Updates

Mr. Mandel asked if there were questions on the rider ships and complaints.

Mr. Mandel said he would update the unmet numbers in the AOR before we submit.

Mr. Mandel said he has contracted with Medicaid brokers in the past few weeks. Good Wheels has signed with MPM and Access to Care, and they are giving Medicaid clients to Good Wheels for trip service. Ms.

Carter said this will give them extra income, but Mr. Mandel said he didn't think so. Mr. Griffin said the brokers are giving the trips to the lowest bidder, and no one knows who is bidding or what they are bidding.

Mr. Mandel discussed the Trip/Equipment Grant for FY 14-15.

Motion by Mr. Pierce and seconded by Ms. Carter to endorse the grant. Motion carried unanimously.

Member comments

Mr. Martinez said with regards to accidents with Medicaid recipients prior to May 1st, the CTC needed to notify the TD Commission and AHCA. As of May 1st, if they are in MMA plans the vendor needs to notify AHCA.

Motion by Ms. Carter and seconded by Mr. Griffin to adjourn at 10:43 am. Motion carried unanimously.

ELECTION OF A VICE-CHAIRPERSON

RECOMMENDED ACTION: Elect a Vice-Chairperson.

Currently, David Lane is the LCB Vice-Chair.

Pursuant to the By-Laws of the LCB under ARTICLE IV, Section A, Paragraph 2, the election for the Vice-Chairperson shall be at the last regularly scheduled meeting of the year.

APPOINTMENT OF A CTC EVALUATION COMMITTEE

RECOMMENDED ACTION: Appointment of a CTC Evaluation Committee to conduct the evaluation of Good Wheels, Inc. that will take place in February 2015.

Pursuant to Chapter 427 *Florida Statutes* 427.015(2), the performance of the coordinator shall be evaluated based on the TD Commission's approved evaluation criteria by the coordinating board at least annually. Although a committee is not required by Rule 41-2, Florida Administrative Code (FAC), in order to conduct the required annual evaluation, sometimes the LCB makes use of a committee to carry out the evaluation.

Committee members and planning staff conduct interviews with the CTC's staff to complete the evaluation. Then the Committee evaluates the CTC based on the findings obtained during these interviews. The Committee communicates findings, suggestions and develops recommendations which are forwarded through planning staff to the LCB as draft final report.

The Draft Evaluation Report contains findings, suggestions and recommendations. These are distributed to the Local Coordinating Board, for its review and approval. If the LCB has additional recommendations, planning staff adds these to the Report, and then Planning staff sends the LCB's approved evaluation report on to the Coordinator for the Commission for the Transportation Disadvantaged.

PROGRAM UPDATES AND DISTRIBUTION ITEMS

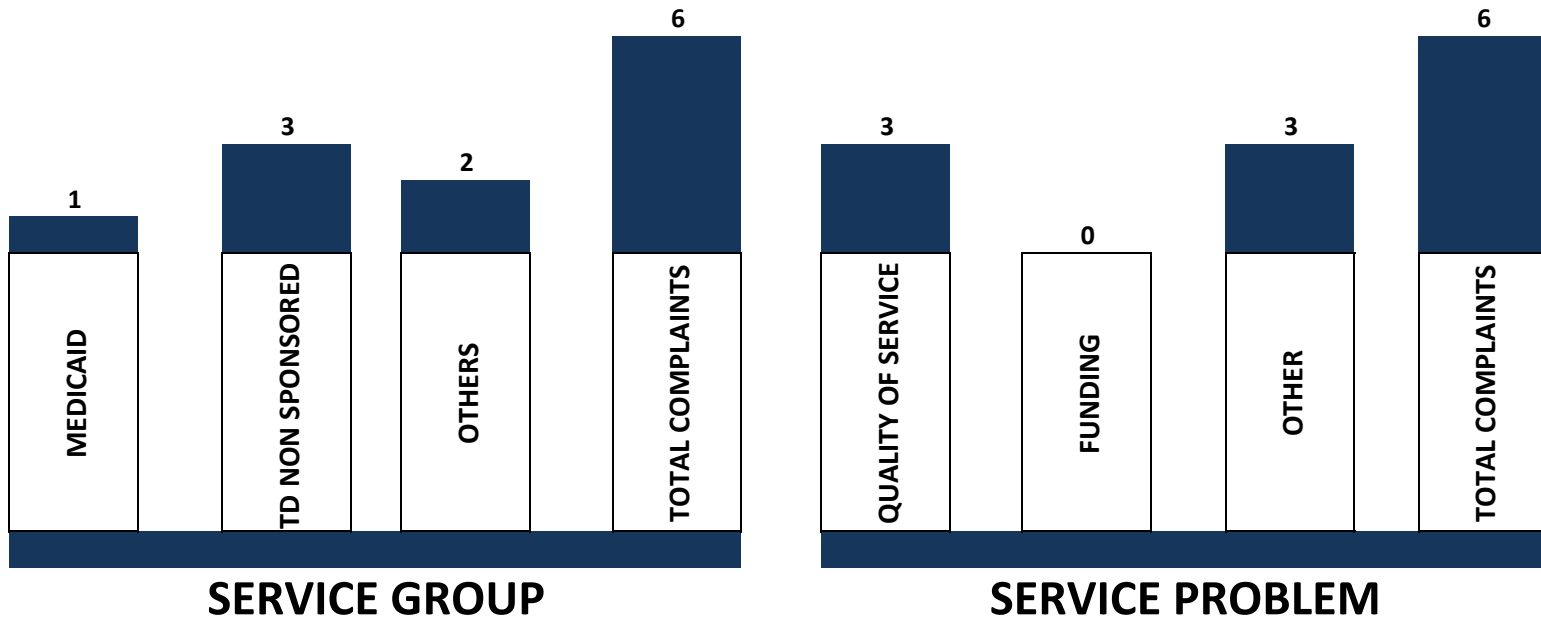
- Calendar of events
- Quarterly Reports
- TDSP

Calendar of Upcoming Events for the Lee County Local Coordinating Board

February 2014	Evaluation Committee meets at Good Wheels to conduct CTC evaluation.
March 2014	LCB Regular Business meeting March 7 th at 10:00 a.m. Planning Agency submits TDSP minor update draft to LCB board for review and FTA grants.
April 2014	Planning Agency updates the TDSP and finalizes the draft CTC evaluation.
May 2014	Planning Agency submits TDSP minor update draft to LCB board for approval. 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 May 2 nd .
June 2014	June 6, 2014 (if necessary) Planning Agency staff submits final approved TDSP to the Commission for the Transportation Disadvantaged.
July 2014	TD Conference
August 2014	Prepare AER.
September 2014	Meeting September 5 th at 10:00 am. Review AOR and Bylaws.
December 2014	Meeting December 5 th at 10:00am. Election of Vice-Chair, review grant applications and appointment of CTC Evaluation Committee. Begin draft TDSP preparation.
January 2015	Planning Agency staff to schedule Evaluation Committee meeting at Good Wheels to conduct evaluation. Preparation of the draft minor update to the TDSP.
February 2015	Evaluation Committee meets at Good Wheels to conduct evaluation.
March 2015	LCB Public Hearing Meeting and Regular Business meeting @ 10:00 AM TBD. Planning Agency staff submits TDSP minor update draft and evaluation to LCB for review and approval.
April 2015	Draft minor update of TDSP submitted to Lee County MPO Technical Advisory Committee, Citizen Advisory Committee and Lee County MPO Board for their endorsement.
May 2015	LCB meeting at 10:00 AM TBD.
June 2015	June meeting (if necessary). Planning Agency staff submits final approved TDSP to the Commission for the Transportation Disadvantaged.

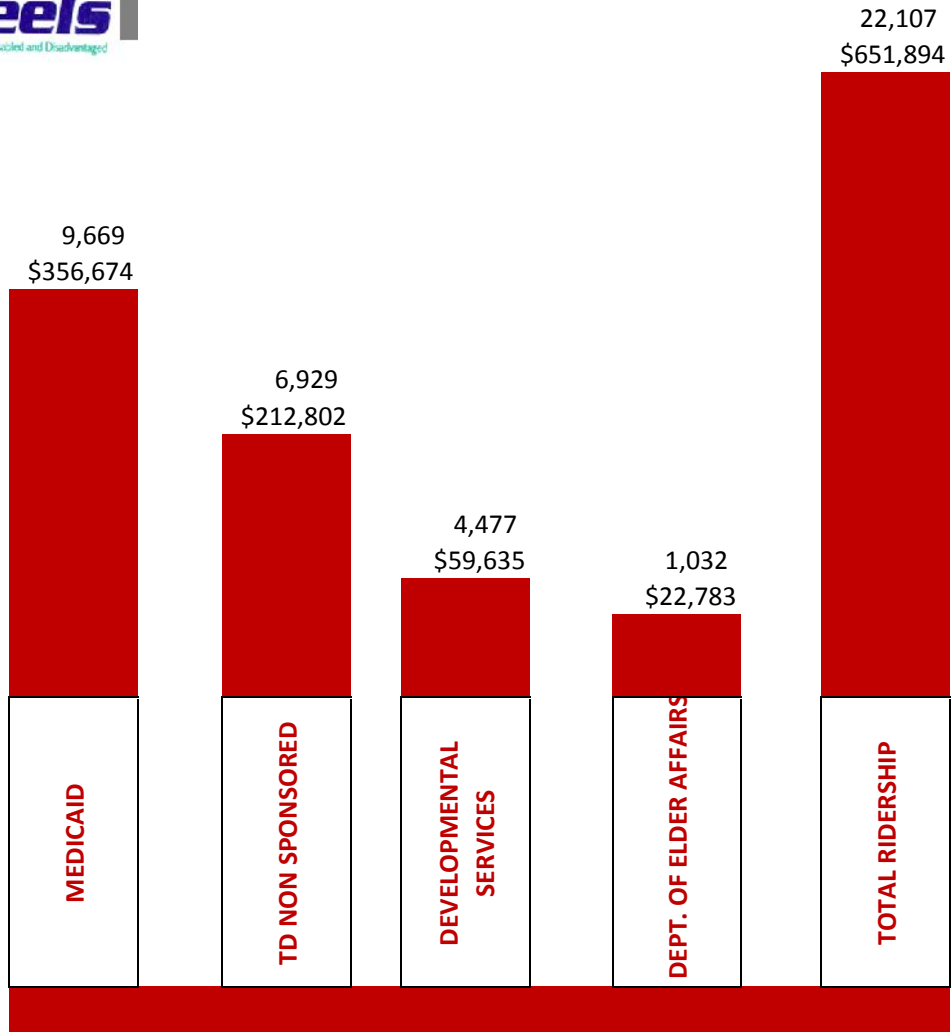


COMPLAINTS RECEIVED AUGUST 2014 - OCTOBER 2014 LEE COUNTY





LEE RIDERSHIP AUGUST 2014 - OCTOBER 2014



GOOD WHEELS' UPDATES AND REPORTS

- Ridership and complaints for August through October 2014
- Operator Payments