

**Lee County Transportation Disadvantaged  
Local Coordinating Board (LCB)**

**10:00 AM, September 1, 2017  
City of Cape Coral Public Works – Green Room  
815 Nicholas Pkwy E, Cape Coral FL 33990**



**Meeting Minutes**

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**The meeting was called to order by Chair Jessica Cosden at 10:02 a.m.**

**The Pledge of Allegiance was recited.**

**Members introduced themselves. There was a quorum.**

**Those members in attendance included:**

<b>A Representative of:</b>	<b>Voting Members</b>	<b>Agency</b>	<b>Alternates to Voting Members</b>	<b>Agency</b>
An elected official from the MPO Board to serve as the official Chairpersons.	Jessica Cosden (Present)	City of Cape Coral	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Debi Stephens (Present)	FDOT	Pam Barr (Absent)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Donna Torres (Present)	DCF	Nicole Negrón (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 (Absent)	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	Flora Gonzalez (Present)	DOE	(Vacant)	DOE
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	(Vacant)		(Vacant)	
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 (Absent)		(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 (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.	(Vacant)		(Vacant)	
J. A local representative for children at risk	Lorena Rodriguez (Present)	Golisano Children's Hospital	Sally Kreuscher (Absent)	Golisano 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	Jill Brown (Present) Paul Goyette (Absent) Carlos Rivera (Absent)	LeeTran
L. A local representative of the Florida Department of Elder Affairs	Shelby Yelvington (Present)	Area Agency on Aging	Becky MacKenzie (Absent)	Area Agency on Aging
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 (Absent)	SWFL Transportation	Anna Callwood (Absent)	Creative Resources
N. A local representative of the Florida Agency for Health Care Administration	Joseph Martinez (Present)	AHCA	Glenda Gonzalez (Absent)	AHCA
O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Deb Reardon (Present)	Career Source SWFL	Jim Wall (Absent)	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.	Heidi Shoriak (Present)	Lee Health Systems	(Vacant)	Lee Health Systems

Also in attendance: Alan Mandel with Good Wheels, and Brian Raimondo, Don Scott, and Calandra Barraco with the Lee County MPO.

**Agenda Item #1 - \*Approval of Public Workshop Minutes from May 5, 2017**

**There was a motion by Debra Stephens to approve the Public Workshop Minutes from May 5, 2017. It was seconded by Shelby Yelvington. There were no objections. It passed unanimously.**

## **Agenda Item #2 - \*Approval of Regular Business Meeting Minutes from May 5, 2017**

**There was a motion by Shelby Yelvington to approve the Regular Meeting Minutes from May 5, 2017. It was seconded by Jill Brown. There were no objections. It passed unanimously.**

## **Agenda Item #3 - Public Comments on Items on or not on the Agenda**

There were no public comments on items on or not on the agenda.

## **Agenda Item #4 - \*Good Wheels' 2016/17 Annual Operating Report**

Alan Mandel of Good Wheels stated they were waiting on information from the coordinating contractors and did not have the Annual Operating Report ready to present. He noted the report will be submitted to Tallahassee on time. He added that it could be voted on after it was submitted. Brian Raimondo commented that the deadline for Good Wheels to submit is September 15. He asked Mr. Mandel to let him know as soon as Good Wheels submits so that he could do his part. Chair Cosden said this item will be on the next meeting's agenda.

## **Agenda Item #5 - \*Good Wheels' Group Rate for Senior Friendship Center**

Alan Mandel introduced this agenda item to review and approve the Good Wheels group rate for the Senior Friendship Center. He said the accepted rate is the rate they are getting from the state. He explained that they took the group rate, the change for the other two categories as a percentage, and then applied it. He said the rate was accepted. He added he still needs the approval of the Board. Chair Cosden asked if there were any questions. Debi Stephens asked if this was TD. Mr. Mandel said no. There was a brief discussion on the formula and history of the rate. Mr. Raimondo clarified that this particular rate does not come from the TD funds. Mr. Mandel agreed it does not come from TD funds, but the TD rate is used. There was a brief discussion on the consistency of group rates.

**There was a motion by Flora Gonzalez to approve the Good Wheels group rate for the Senior Friendship Center. It was seconded by Michael Pierce. There were no objections. It passed unanimously.**

## **Agenda Item #6 - \*TD Trip Eligibility**

Alan Mandel presented this agenda item to review and approve the Good Wheels updated Trip Eligibility. He explained that Good Wheels had been asked to help with transportation of disadvantaged students attending iTech. He added Hendry funding was for Hendry and Lee funding was for Lee. Debi Stephens asked how many students. Mr. Mandel said there were approximately five. Ms. Stephens asked if they transferred. Mr. Mandel said they are taken to LaBelle and transfer there. There was a brief discussion on who is responsible for transportation expenses for these students. Flora Gonzalez said she would investigate. A brief discussion followed on the total number of students from each county, their qualification for assistance, and additional services provided to them. Chair Cosden asked if the change was being called out because it involved transportation to another county. Mr. Mandel said yes. Jill Brown asked how this would impact trip priorities. Mr. Mandel said it wouldn't since funding was raised and enables more trips. Mr. Raimondo listed the trip priorities. Chair Cosden asked about the highlighted wording "which may be" on line 37 of the TD Trip Eligibility. Mr. Mandel said this was added to not prolong the approval by verifying obvious conditions. Heidi Shoriak asked to change the wording "condition" in line 39. Michael Pierce suggested using the word "hardship" instead. Deb Reardon asked how the priorities were decided. Mr. Raimondo gave a brief history and commented the Board could change them at the next meeting. Mr. Mandel started to explain a program that helps adolescents with disabilities. Mr. Pierce continued the explanation. A discussion followed on the Project Search program. Jill Brown suggested changing the age to 60

years to match other documents. Mr. Mandel agreed. Mr. Raimondo asked if this would cause existing customers to be dropped. Mr. Mandel said they would keep existing riders age 55-60. Chair Cosden clarified the changes were replacing the word "condition" with the word "hardship" on line 39 and changing the age from 55 to 60 on line 41.

**There was a motion by Deb Reardon to approve the TD Trip Eligibility. It was seconded by Jill Brown. There were no objections. It passed unanimously.**

#### **Agenda Item #6a - \*Good Wheels' Out of County Trips to iTech Retroactive to August 1, 2017**

This agenda item was partially discussed as part of the previous agenda item. Brian Raimondo clarified the date Mr. Mandel wanted to use. Mr. Mandel said to leave the date as August 1, 2017.

**There was a motion by Shelby Yelvington to approve the Out of County Trips to iTech Retroactive to August 1. It was seconded by Michael Pierce. There were no objections. It passed unanimously.**

#### **Agenda Item #7 - \*Good Wheels' Application**

Alan Mandel introduced this agenda item to review and approve Good Wheels' application. Mr. Raimondo said that the Good Wheels application would be molded to reflect the current TD Trip Eligibility just approved by the Board. He explained the newly approved TD eligibility guidelines will be added as a cover page to the existing application. Heidi Shoriak recommended adding a date on the form. Mr. Mandel said he would include a revised date on the bottom. Mr. Mandel said the new website was up. Clarification was made that this agenda item was for approval of adding the changes. Mr. Raimondo said the application will be updated and go back through the Board for approval. Ms. Shoriak asked if the application could be faxed. Mr. Mandel said yes, and he will add the fax number to application. Chair Cosden restated that the date, fax number, and cover page will be added. There was a brief discussion about adding an email address. Mr. Mandel said they might have an online submission. Michael Pierce said the document needs to be in Word format or it can't be read by Jaws, a reader software for the visually impaired. A discussion followed on the Jaws versions and their capabilities.

**There was a motion by Michael Pierce to approve the Good Wheels application. It was seconded by Deb Reardon. There were no objections. It passed unanimously.**

#### **Agenda Item #8 - \*Review and Approve By-Laws**

Brian Raimondo introduced this agenda item to review and approve the Lee LCB By-Laws. He noted the date was changed on the front page and on page nine. He asked if there were any other changes. There were none suggested.

**There was a motion by Shelby Yelvington to approve the Lee LCB By-Laws. It was seconded by Michael Pierce. There were no objections. It passed unanimously.**

#### **Agenda Item #9 - 2016 Attendance Record**

Brian Raimondo presented this agenda item on the 2016 attendance record of the Lee LCB members. He explained that a quorum is needed to vote on items. He also noted that members can be removed if they fail to attend three consecutive meetings. Flora Gonzalez said Mary Watford was retired. She said she was also retiring in February. She will send a letter and get information on new representatives. Heidi Shoriak asked about possible double columns on the attendance table. Don Scott said the last two columns should be 2017 not 2016. Chair Cosden noted there are still

openings. Mr. Mandel said he knows a Veteran that could possibly be a member. Lorena Rodriguez brought up the conflict of having an alternate from the same department. Mr. Raimondo said he would contact Mark Tesoro to inquire if he could be the alternate. Heidi Shoriak said she would get an alternate that reports to her so they will be more likely to show.

### **Agenda Item #10 - Program Updates and Distribution Items**

Brian Raimondo discussed the calendar and the 3<sup>rd</sup> and 4<sup>th</sup> Quarterly reports. Chair Cosden asked if there were any questions. There were none.

### **Agenda Item #11 - Good Wheels' Updates and Reports**

Alan Mandel passed out and reviewed the operator payments and ridership and complaints for May through July 2017. Mr. Mandel mentioned that a driver of Good Wheels was nominated for Driver of the Year at the TD Conference. Chair Cosden said the Board sent the driver a letter of appreciation. Mr. Mandel also noted one of the best topics at the conference was a study done in Jacksonville where health outcomes improved when transportation was available. There was a brief discussion on this topic. Heidi Shoriak explained Accountable Care Organizations (ACO). A discussion followed regarding ACOs. Chair Cosden referred back to the agenda item asking if there were really zero complaints. Mr. Mandel said it was correct, there were no TD complaints. Mr. Raimondo asked how the Colonial construction effected Good Wheels. Mr. Mandel said all roads have traffic. Debi Stephens asked if there were enough drivers. Mr. Mandel said yes. He noted there was a class of drivers going through now. He said there were only 58 drivers in 2014 and now there are 108. He also mentioned there were seven more vehicles coming to Lee County this month. Debi Stephens noted most vehicles received are replacement vehicles. Mr. Mandel thanked Jill Brown and LeeTran for the buses from LeeTran. Deb Reardon asked about gas. Mr. Mandel said they have an in ground tank, but it needs to be replaced soon. He mentioned \$225,000 approved for software with the assistance of Senator Passidomo. Debi Stephens said it is now in the work program and there are requirements. Mr. Mandel continued that Senator Passidomo will also ask for a fuel tank replacement. He noted Good Wheels uses 15,000 gallons per month. He added that insurance has also increased. Debi Stephens explained the procedure FTA uses for grants and applications. She said there would be workshops for FY 2018 in Bartow and Fort Myers in October. There was a discussion on adding same quarters from last year to tables to compare ridership.

### **Agenda Item #12 - Members Comments**

Joe Martinez thanked Brian Raimondo for listing the next meeting date on the agenda.

Deb Reardon announced there were several legitimate work from home opportunities. She added that if anyone was interested they could call Career Source for more information.

**The meeting was adjourned by Chair Cosden at 11:33 a.m. She reminded the Board that the next meeting is December 1, 2017.**

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\*Action Items    \*May Require Action

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