

**Lee County Transportation Disadvantaged  
Local Coordinating Board**

**10:00am March 2, 2018  
City of Cape Coral Public Works – Room 200  
815 Nicholas Pkwy E, Cape Coral FL 33990  
239-330-2240**



**Meeting Minutes**

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The meeting was called to order by Chair Jessica Cosden at 10:00 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 Chairperson.	Jessica Cosden (Present)	City of Cape Coral	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	John Starling (Present)	FDOT	(Vacant)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Nicole Negron (Absent)	DCF	Bryan DeLaHunt (Present)	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	Lindsay Rassoull (Absent)	DOE	Christina Ilczyszyn (Absent)	DOE
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Andrew Agron (Present)		(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	Flora Gonzalez (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 (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	Mark Tesoro (Absent)	Lee Health
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	Paul Goyette (Absent) Carlos Rivera (Absent) Carlos Menjivar (Present)	LeeTran
L. A local representative of the Florida Department of Elder Affairs	Shelby Yelvington (Absent)	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 (Present)	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 (Absent)	Lee Health Systems	Kim Anderson (Present)	Lee Health Systems

Also in attendance: Alan Mandel with Good Wheels; John Strickling and Ed Judson with Hope Healthcare; and Brian Raimondo, Don Scott, and Calandra Barraco with the Lee County MPO.

**Agenda Item #1 - \*Approval of the Minutes from the December 1, 2017 Meeting**

**Mr. Michael Pierce made a motion to approve the Lee County Transportation Disadvantaged Local Coordinating Board (LCB) Meeting Minutes from December 1, 2017. It was seconded by Andrew Agron.**

**There were no objections. It passed unanimously.**

**Agenda Item #2 - Public Comments on Items on the Agenda or Not on the Agenda**

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

**Agenda Item #3 - \*Endorsement of the FTA Grant Applications**

Mr. Brian Raimondo presented this agenda item for the endorsement of the grants listed below:

- A) Good Wheels Inc- Operating
- B) Good Wheels Inc- Capital
- C) Hope Healthcare- Capital
- D) Hope Healthcare- Operating

He explained that the FTA required the grants to be approved by the LCB prior to their submission to FDOT. Chair Cosden asked if there were any questions. There were none. She asked for a motion.

**Mr. Bryan DeLaHunt made a motion to approve the endorsement of the FTA grant applications listed above. Ms. Flora Gonzalez seconded the motion. There were no objections. The motion passed unanimously.**

**Agenda Item #4 - \*Good Wheels' 2018-19 Rate Model**

Mr. Brian Raimondo introduced this agenda item for the approval of the Fiscal Year 2018-2019 Good Wheels rate model. He explained that prior to the TD Commission executing the CTC's 2018/19 trip/equipment grant, the LCB needs to review and approve the CTC's (Good Wheels) proposed next fiscal year rate model. He noted the Good Wheels' **DRAFT** 18/19 Rate Model was attached to the agenda packet. He said if there were any questions, Mr. Mandel could answer them. Mr. Mandel noted that Tallahassee had just changed the rate model this year. He said Good Wheels has submitted the new rate model and they are waiting to hear back. Mr. Raimondo commented that the LCB is being asked to approve this agenda item so that Good Wheels receives funding.

**Mr. Andrew Agron made a motion to approve the endorsement of the FTA grant applications listed above. Mr. Bryan DeLaHunt seconded the motion. There were no objections. The motion passed unanimously.**

**Agenda Item #5 - \*CTC RFP**

Chair Cosden introduced this agenda item for the CTC RFP. Mr. Raimondo further explained this agenda item for the approval of Good Wheels as the CTC for Lee County. Mr. Raimondo noted Good Wheels' contract as the Lee County CTC is a five-year Memorandum of Agreement that is effective from 7/1/2013 to 6/30/2018. He said the MPO is going through a competitive procurement process to award a new five-year contract. He discussed the timeline below:

1. December 2017: Opened-up discussions with the Lee County BoCC to determine if LeeTran will take on the role of the CTC. BoCC declined offer, but will act as a contingency if no other qualified private or non-profit applies.
2. December 2017: Opened-up discussion with the Cape Coral Mini-Bus to determine if the City will take on the role of the CTC. City of Cape Coral declined offer.
3. December 27, 2017: Opened CTC RFP.

4. January 26, 2018: Closed CTC RFP at 3pm and only Good Wheels had submitted an RFP prior to the deadline.
5. January 29, 2018: Reviewed Good Wheels RFP to insure necessary items were contained within the RFP.
6. January 30, 2018: Due to only one qualified RFP being submitted, the RFP Selection Committee was cancelled.
7. March 2, 2018: LCB reviews Good Wheels' RFP and accepts/rejects it.
8. March 16, 2018: Lee MPO Board reviews the LCB recommendation and accepts/rejects it.
9. April 2018: MPO's recommendation/resolution to TD Commission meeting that is TBD. Notify the selected CTC of the five-year Memorandum of Agreement effective 7/1/2018 to 6/30/2023.

He noted Good Wheels was the only company to put in for the position. He said questions could be directed to Mr. Mandel. He noted the actual RFP document was massive and there were hard copies available if anyone would like to review them. He added that is why the agenda links needed to be broken into three separate sections. Chair Cosden mentioned the Financial Report from Good Wheels that was available if anyone wished to review it. Mr. Raimondo noted that all prerequisite questions were answered by Good Wheels in the RFP document. He said the process will now require the LCB to vote on whether they approve Good Wheels as the CTC for Lee County. He said the next step would be a vote by the MPO Board at their March meeting. He added that if Good Wheels is not approved, the RFP process will begin again. He also noted that if Good Wheels is approved, the next step is approval by Tallahassee. Mr. Scott said that date was April 11, 2018. Chair Cosden asked for a motion.

**Mr. Bryan DeLaHunt made a motion to approve Good Wheels as the CTC for Lee County. Mr. Andrew Agron seconded the motion. There were no objections. The motion passed unanimously.**

**Agenda Item #6 - Program Updates and Distribution Items**

Chair Cosden introduced this agenda item. Mr. Raimondo then reviewed the following LCB calendar of events:

Calendar of Upcoming Events for the Lee County Local Coordinating Board	
February 2018	CTC RFP deadline. CTC Selection Committee meets.
March 2018	LCB meeting at 10:00 AM Cape Coral Public Works. LCB/MPO reviews CTC Selection Committee recommendation.
April 2018	MPO's recommendation/resolution to TD Commission meeting.
May 2018	LCB meeting at 10:00 AM TBD. LCB Public Workshop Meeting and Regular Business meeting @ 10:00 AM TBD. Planning Agency staff submits TDSP minor update draft.
June 2018	June meeting (if necessary). Planning Agency staff submits final approved TDSP to the Commission for the Transportation Disadvantaged.

In addition, Mr. Raimondo mentioned an ad would be placed in the News Press for the Public Hearing in May. He also noted that before the TDSP update, he will coordinate with Good Wheels and LeeTran for updated figures. Chair Cosden asked if there were any questions. There were none.

## **Agenda Item #7 - Good Wheels Updates and Reports**

Chair Cosden introduced this agenda item. Mr. Mandel asked what operator payments are. Mr. Raimondo said it is part of the task to include that as an agenda item, even if there aren't any operator payments. Mr. Mandel said there are no operator payments as Good Wheels does not pay operators. Chair Cosden asked if there really weren't any complaints. Mr. Mandel said there were no complaints. He said it is usually the brokers that receive complaints, and they are usually related to traffic. Chair Cosden asked if last quarters numbers could be included for comparison. Mr. Mandel said they are on file and maybe they could be attached. Mr. Raimondo said he could do that. Mr. Mandel mentioned there was some confusion in Glades/Hendry County due to data being lost by the Southwest Florida Regional Planning Council and coordination being shifted to the Heartland TPO. Mr. Mandel asked if Mr. Raimondo could coordinate with the Heartland TPO with meeting scheduling. Mr. Mandel explained the funding cycle noting that even though funding increased, Good Wheels is seeking a local match. There was a brief discussion on funding.

## **Agenda Item #8 - Member Comments**

Chair Cosden mentioned the letter she sent to Medicaid and the response she received, that was also copied to the LCB. Ms. Deb Reardon asked about the vacancy on the LCB for a person with a disability. Mr. Raimondo said there was a vacancy, and it is difficult to fill. Ms. Reardon asked the process for application. Mr. Raimondo said to send him the contact information or have the person contact him. Chair Cosden asked if it need to be approved by the MPO Board. Mr. Raimondo said it was vetted through the LCB and then would go to the MPO Board for approval. Chair Cosden thanked everyone for coming. Mr. Raimondo thanked everyone for coming. Chair Cosden asked if there were any other comments. Mr. Scott asked if an extension was given to Good Wheels in Hendry and Glades counites. Mr. Mandel said it is being suggested. He noted that the Heartland TPO is trying to recreate the lost documentation after the Southwest Florida Regional Planning Council's data backup failure. Mr. Raimondo said he would help in any way possible as he had some data dating back a few years. Mr. Scott said the data would be over five years old. Mr. Mandel said he has also sent the Heartland TPO information, but they are in no position to send out an RFP. He said he will probably continue until they can. Mr. Raimondo asked if Tallahassee was giving a recommendation. Mr. Mandel said they are still waiting for a recommendation from the Southwest Florida Regional Planning Council.

There were no further comments.

The meeting was adjourned at 10:26 a.m.

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\*Action Items    \*May Require Action

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