

**Lee County Transportation Disadvantaged
Local Coordinating Board
Directly after 10:00 a.m. Public Workshop
May 3, 2019
City of Cape Coral Public Works – Green Room
815 Nicholas Pkwy E, Cape Coral FL 33990
239-330-2240**



Meeting Minutes

PUBLIC WORKSHOP

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

The Pledge of Allegiance was recited. Members introduced themselves. There was a quorum.

Those members in attendance included:

A Representative of:	Voting Members	Agency	Alternates to Voting Members	Agency
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)	Kelley Fernandez (Absent)	FDOT	Dale Hanson (Absent) Michelle Peronto (Present)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Nicole Negron (Present)	DCF	Bryan DeLaHunt (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	Elaine Romero (Absent)	
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	(Vacant)	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 (Present)	Lee County Human Services	Lelunda Sanichara (Absent)	
G. A person representing the Elderly in the county	Flora Gonzalez (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	Brenda Hernandez (Present)	Golisano Children's Hospital	Lorena Rodriguez (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.	Carlos Rivera (Absent)	LeeTran	Carlos Menjivar (Absent)	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 Transportati on	Laura Miller (Absent)	Creative Resources
N. A local representative of the Florida Agency for Health Care Administration	Maribel Perez (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	Kim Anderson (Absent)	Lee Health Systems

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

Agenda Item #1 – Your Community Transportation System

Mr. Brian Raimondo read and handed out a slide show presentation entitled “Your Community Transportation System” that included information on Community Transportation Coordinators, Designated Official Planning Agencies, Governance, and related legislation. Mr. Raimondo noted that he could provide the presentation to any members in an alternate format if requested.

The full presentation can be accessed here: <http://leempo.com/wp-content/uploads/2018/07/Your-CTS.pdf>

Agenda Item #2 – Open Forum

Chair Cosden asked if there were any questions from the committee or the public on the presentation. There were none. Chair Cosden adjourned the Public Workshop at 10:10 a.m.

REGULAR MEETING

Call to Order

The Regular Meeting was called to order by Chair Cosden at 10:10 a.m.

Agenda Item #1 - *Approval of the Minutes from the March 1, 2019 Meeting

Mr. Michael Griffin made the motion to approve the Meeting Minutes from March 1, 2019. Mr. Michael Pierce seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #2 - 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 #3 - *Minor Update of the TDSP

Mr. Brian Raimondo presented this Roll Call Vote agenda item for the approval of the Minor Update of the TDSP. He said annually, the Transportation Disadvantaged Service Plan is reviewed and updated. The minor update of the document may be viewed here: [TDSP](#) He reviewed several of the following changes to the TDSP that were made by Good Wheels, LeeTran, and MPO staff:

- Pg. 17-18: Updated LCB Certification Sheet from March 22, 2019 MPO Board Meeting.
- Pg. 21: Updated LCB Roll Call sheet from the most current LCB Certification Sheet.
- Pg. 27: Updated unemployment rates.
- Pg. 32: Updated LeeTran’s Ten-Year Transit Development Plan 2017-2026.
- Pg. 39: Updated population figures.
- Pg. 42: Update tables for passenger trips by purpose and funding source.
- Pg. 51: Updated Good Wheels’ needs assessment.
- Pg. 64: Changes to LeeTran’s general info.
- Pg. 65: Updated LeeTran’s paratransit numbers.

Mr. Raimondo noted he did not print out the entire document for this meeting, instead he provided a link with the agenda packet that was emailed. Mr. Raimondo noted that he would print the draft document today or provide a printed version of the final copy if requested. He also mentioned that the exhibits had changed. Mr. Raimondo then referred to the group rate that had been printed and handed out at the meeting. He said the format was difficult to convert to pdf. He pointed out two errors that had been brought up at the Citizen Advisory Committee meeting the previous day. He said he would coordinate with Tallahassee to correct the addition error in Column two on Table 6. He said he would also change the date on Table seven to 2018. Chair Cosden asked if this can be tabled. Mr. Raimondo said it can be amended and brought back in June. Chair Cosden asked if it could be approved pending the changes mentioned. Mr. Raimondo said it could and then it would go to the MPO Board for final approval. Chair Cosden said if the numbers are updated then she would recommend a motion for approval.

Ms. Kim Hustad made the motion to approve the Minor Update of the TDSP. Ms. Deb Reardon seconded the motion. A roll call vote was taken. There were no objections, and the motion passed unanimously.

Agenda Item #4 - *Grievance Procedures

Mr. Brian Raimondo presented this Roll Call Vote agenda item for the review of, comment on, and approval of the Grievance Procedures. He noted that annually the LCB needs to review and update Good Wheels' Grievance Procedures, and the only item that changed was the date.

Mr. Michael Griffin made the motion to approve the Grievance Procedures. Ms. Nicole Negron seconded the motion. A roll call vote was taken. There were no objections, and the motion passed unanimously.

Agenda Item #5 - *Approval of Good Wheels' 2017-18 AOR

Mr. Brian Raimondo presented this agenda item for the approval of the Good Wheels' 2017-2018 AOR. He said the item was not ready at the December 2018 or March 2019 meeting and was being brought back today for approval. He noted that Good Wheels had already submitted the AOR to the Commission for the Transportation Disadvantaged by the required date of September 15th last year. He noted that any questions should be directed to Mr. Mandel. Chair Cosden asked if had already been approved by the state. Mr. Mandel replied yes. Chair Cosden asked if the committee had any questions. There were none.

Ms. Nicole Negron made the motion to approve the Good Wheels' 2017-2018 AOR. Ms. Deb Reardon seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #5a - *Good Wheels' 2019-20 Rate Model

Mr. Raimondo presented this agenda item for the approval of the Good Wheels' 2019-2020 Rate Model. He said prior to the TD Commission executing the CTC's 2019/20 trip/equipment grant, the LCB needs to review and approve the CTC's proposed next fiscal year rate model. He noted that it needed to be approved today in order for Good Wheels to receive the funding. He noted the Good Wheels' **DRAFT** FY 19/20 Rate Model was received late yesterday and was the first stapled item included in the agenda packet that was handed out at the meeting. Mr. Mandel explained his funding had been reduced in Lee County by almost thirty thousand dollars. Chair Cosden asked if other areas around the state are also being reduced. Mr. Mandel said the Hendry and Glades had also been reduced but not as drastically. He noted these trips support mostly dialysis and chemo patients. There was a brief discussion on the corridor bill that would provide an alternate source of funding. Chair Cosden asked Mr. Mandel to explain the rate model. Mr. Mandel noted the process involves plugging data like fuel and insurance costs into a program that then calculates the rate. Chair Cosden asked if this changes what the user pays. Mr. Mandel said no, the user will still pay two dollars. Ms. Michelle Peronto said this rate is what Good Wheels can bill the Transportation Disadvantaged Commission. Ms. Negron questioned the percentage that taxes increased on page six. Chair Cosden said it must be a typographical error. Mr. Mandel said it was a typo from a prior year and it didn't impact the rate calculation. Chair Cosden questioned the increased cost in the services line on page six. Mr. Mandel said that was due to outsourcing of accounting and human resources. Chair Cosden asked if Mr. Mandel needs approval today in order to keep operating. Mr. Mandel replied yes. Ms. Peronto suggested coordinating with the dialysis providers to condense trips. Mr. Mandel agreed and gave an example of a Hendry County patient receiving care in Palm Beach County that was able to be transferred to a treatment center in Hendry County. He also mentioned a study that he would forward to Ms. Peronto. He then asked Ms. Shoriak for assistance in locating the representative from Davita. Ms. Shoriak said she would assist and put Mr. Mandel in touch with someone in her agency that deals directly with dialysis. Mr. Mandel mentioned a program at FGCU that might be able to assist with coordinating better service with dialysis centers. Ms. Kim Hustad said they have GIS staff that could map patient locations to help consolidate trips. Chair Cosden asked if there were additional comments. Mr. Pierce noted that LeeTran's Passport paratransit consolidates trips for dialysis patients. Mr. Mandel said the trips to dialysis are easier to group patients but the return trips are more difficult as some patients require longer visits. Chair Cosden asked for a motion.

Mr. Michael Griffin made the motion to approve the Good Wheels' 2019-2020 Rate Model. Ms. Heidi Shoriak seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #5b – Approval of the Good Wheels’ Trip Equipment Grant

Chair Cosden noted this walk-on item was for the approval of Good Wheels’ Trip Equipment Grant. Mr. Raimondo noted this was included in the packet as the second set of stapled pages and includes three sheets. Ms. Peronto noted the date was not correct on several of the pages. Mr. Raimondo said that Mr. Mandel can make those changes. Chair Cosden asked if there were any questions. Ms. Hustad asked the purpose of the grant. Mr. Mandel said it a monthly allocation for TD trips. Ms. Hustad asked the local match source. Mr. Mandel noted it was a combination of funds from the United Way, the City of Cape Coral, and the City of Fort Myers. Mr. Mandel also noted Lee County provides funds for vehicle match and operating grant match but does not match TD trips. Chair Cosden asked if other municipalities contribute. Mr. Mandel said he asks for funds at the MPO Board meetings. Chair Cosden suggested going to the individual boards or councils. Mr. Mandel said he may ask for additional funding if the grants aren’t approved, but he will know by June. Ms. Hustad asked if Mr. Mandel alerted Lee County to the loss of funds. Mr. Mandel said he has not as it has just recently come up. Ms. Hustad suggested doing so soon as they are currently in the budget process. Chair Cosden noted it was the same for the City of Cape Coral.

Ms. Nicole Negron made the motion to approve the Good Wheels’ Trip Equipment Grant. Ms. Kim Hustad seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #6 - Program Updates and Distribution Items

Mr. Brian Raimondo presented this agenda item as a program update. He reviewed the Calendar of Events that was also included in the agenda packet. He noted the fiscal year ends in June. Chair Cosden confirmed there is no meeting in June. Mr. Raimondo replied yes. Chair Cosden said the next meeting was in September. Mr. Raimondo replied yes. He said there would be meetings in September and November on the first Friday of the months but not in December.

Agenda Item #7 - Good Wheels Updates and Reports

Mr. Alan Mandel presented this agenda item to update the LCB on Ridership and Complaints for January - March 2019. He asked if the committee would also like Medicaid numbers. Mr. Raimondo said it was acceptable to leave those off. Chair Cosden agreed. Mr. Mandel asked if the committee just wanted the TD sponsored trips reported. Mr. Raimondo noted there had been comments at previous meetings to do comparisons from this year to last year. Mr. Mandel clarified that it would only be information relating to TD trips. Chair Cosden replied yes as the other funding sources do not apply to this committee. Mr. Mandel said he would change the charts. Mr. Raimondo noted this is a good time to change them. Ms. Peronto suggested including number of trips scheduled. Ms. Hustad suggested providing number of trips denied. Mr. Raimondo asked what was being provided to the Heartland MPO that supports Hendra and Glades Counties. Mr. Mandel said they are switching to the quarterly AOR. Chair Cosden suggested something in between. Mr. Mandel said it is helpful now that the Heartland MPO and Lee MPO are on the same three month cycle. Mr. Raimondo offered his assistance in creating the templates. Ms. Shoriak suggested there may be observable patterns. Mr. Raimondo noted seasonal changes. Mr. Mandel said TD trips should be a flat line as funding is constant. Ms. Shoriak said the number of trips declined would be helpful. Chair Cosden asked if Mr. Mandel had any information on operator payments. Mr. Raimondo said that item was included as a required agenda item but does not pertain to Mr. Mandel.

Agenda Item #8 - Member Comments

Chair Cosden mentioned she was expecting and due in July. She said she may not be able to attend the September 6 meeting and wanted to ensure Vice-Chair Nicole Negron would be able to attend. Ms. Negron replied yes. Ms. Peronto mentioned that Mr. Mandel had been awarded vehicles last year, and they should be on their way to him. She also noted that recommendations have been made to Tallahassee, and the final grant committee decisions are underway. She said she should have an update at the September meeting on the grants that are awarded. She then mentioned the triennial review of Good Wheels was coming up later this month. She said the cycle of reviews should be completed in approximately a year. Chair Cosden asked if there were any additional comments. Mr. Mandel said he may have the correct number for the chart by the end of the meeting. Mr. Raimondo noted there were still several vacancies on the roster including spots for a veteran, a person with a disability, and a citizen’s advocate. Chair Cosden thanked everyone for attending.

Chair Cosden noted the next meeting would be held September 6, 2019.

The meeting was adjourned at 11:03 a.m.

*Action Items *May Require Action

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