

Meeting Minutes

Call to Order

The LCB meeting, held both in-person (IP) and via conference call (CC), was called to order by Chair Jessica Cosden (CC) at 10:00 a.m.

Members in-person introduced themselves and those on the conference call were introduced as they joined the conference call. MPO staff recorded the roll. 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, CC)	City of Cape Coral	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Michelle Peronto (Absent)	FDOT	Dale Hanson (Absent) Paul Simmons (Present, CC)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Nicole Negron (Present, CC)	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	David Rivera (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	Adam Long (Present, IP)		Shantel Chapman (Absent)	
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	Sgt. James Lear (Present, IP)		(Vacant)	
F. A person recognized by the Florida Association for Community Action representing the economically disadvantaged	Mariel Orengo (Absent)	Lee County Human Services	Kellie-Ann Torres (Present, CC)	

G. A person representing the Elderly in the county	(Vacant)		(Vacant)	
H. A person with a disability representing the disabled in the county	Paul Lewis (Present, IP)		(Vacant)	
I-1. [One of Two] Citizen Advocates in the County	(Vacant)		(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	Juliana Whitaker (Absent)	Golisano Children's Hospital	Brenda Hernandez (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.	N/A		N/A	
L. A local representative of the Florida Department of Elder Affairs	Vacant	Area Agency on Aging	Vacant	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, IP)	SWFL Transportation	Ryan Williams (Present)	Creative Resources
N. A local representative of the Florida Agency for Health Care Administration	Signe Jacobson (Present, CC)	AHCA	Lonnie Thompson (Absent) Alma Martinez (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	Jah-Mau Lambert (Present, CC)	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, IP)	Lee Health Systems
Q. A representative of the Agency for Persons with Disabilities	Leah Watson (Present, IP)	Agency for Persons with Disabilities	Donna Fain (Absent)	Agency for Persons with Disabilities

Also in attendance: Carlos Menjivar (IP), Kelley Fernandez (CC), Ranice Monroe (CC), and Carlos Rivera (CC) with LeeTran; Kathleen Hoover (CC) with the Southwest Florida Council of the Blind; John Irvine (CC) with the Commission for

the Transportation Disadvantaged; Brian Raimondo (IP), Don Scott (IP), and Calandra Barraco (IP) with the Lee County MPO.

New Business

Agenda Item #1 - *Approval of the Minutes from the October 28, 2020 Meeting

Vice-Chair Michael Griffin made the motion to approve the meeting minutes from October 28, 2020. Mr. Paul Lewis 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 comments on items on or not on the agenda.

Other Business

Agenda Item #3 - *Endorsement of FTA Grant Applications for Operating and Capital Assistance

Mr. Brian Raimondo presented this agenda item for the endorsement of the FTA Grant Applications for Operating and Capital Assistance. He referred to and reviewed the staff report and applications included in the agenda packet and posted to the website. He noted that representatives from LeeTran were in the room and on the phone if there were any questions. Chair Cosden asked if there were any questions, comments, or a motion.

Sergeant James Lear made the motion to endorse the FTA Grant Applications for Operating and Capital Assistance. Vice-Chair Michael Griffin seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #4 - *CTC 2020-2021 Rate Model

Mr. Raimondo presented this agenda item for the review and approval of the CTC 2020-2021 Rate Model. He noted LeeTran updates the rate model annually. He commented that this rate model would be for next year assuming LeeTran remains the CTC whether continuing in an emergency capacity or other role. He added the rate model was emailed to the committee last week. He explained the history and process of the development and approval of the rate model. He said Mr. Carlos Menjivar with LeeTran was present if there were any questions. Mr. Menjivar asked if there were any questions. Mr. Adam Long asked if the rate per rider was increasing. Mr. Menjivar said it was remaining the same. Chair Cosden asked if there were any other questions or comments. There were none. She asked for a motion for approval. There was a conference call attendee requested for those in person to speak up as it was difficult to hear. Mr. Raimondo noted the comment and said those present in person would endeavor to speak louder through their masks and socially distanced seating. Chair Cosden mentioned the Governor's ruling requiring committees to meet in person.

Vice-Chair Michael Griffin made the motion to approve the 2020-2021 CTC Rate Model. Sergeant James Lear seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #5 - +Approval of LeeTran's Trip/Equipment Grant

Mr. Raimondo said this agenda item for the review and approval of LeeTran's Trip and Equipment Grant could be tabled until a future meeting due to the item not being ready to present. Chair Cosden asked if a motion was needed to table this item. Mr. Raimondo replied that it was not necessary.

Agenda Item #6 - Program Updates and Distribution Items

Mr. Raimondo presented this agenda item as an information agenda item on the program updates. He gave a brief explanation of the TDSP and noted that LeeTran had reviewed the entire document the prior year. He said the TDSP would be brought back at a future meeting for review and approval. Mr. Raimondo also mentioned the CTC evaluation did not occur this year due to LeeTran not having a full year of service as the CTC. He also

mentioned the items shared by Mr. John Irvine in the agenda packet. Mr. Raimondo noted he stopped providing the calendar in the agenda packet as it was difficult to keep updated with all of the recent changes in meetings and requirements. Mr. Raimondo said Mr. Menjivar was present to discuss Agenda Item #7. Mr. Menjivar noted there was a change to the TDSP in that trips were now being offered seven days a week and scheduling could also be done seven days a week. He added that due to the Emergency status of LeeTran as the CTC, copays of \$3 (three dollars) were being waived for TD clients. Mr. Raimondo asked if LeeTran had considered an income based copay similar to the system in place in Collier County. Mr. Menjivar said LeeTran would examine the options.

Agenda Item #7 - CTC Updates and Reports

Mr. Carlos Menjivar with LeeTran presented this agenda item on the CTC updates and reports. He reviewed the Stats sheet that was included in the agenda packet including information on ridership for the months of October, November, and December. He said the ridership continues to increase and the rate model was calculated based on the percentage increase. He said the January and February data will be reviewed at the next meeting. He noted the average trip was eleven to twelve miles. He added that most clients were dual enrollment. He continued his presentation with a review of the on-time performance statistics, accidents, complaints, and resolutions. He asked if there were any questions. Mr. Raimondo asked if there was an update on LeeTran continuing as the CTC. Mr. Menjivar said the LeeTran Director, Mr. Robert Codie, was meeting in March to discuss the next steps.

Agenda Item #8 - Member Comments

Mr. Paul Simmons with FDOT commented on grant applications, upcoming virtual summit, and triennial reviews. Chair Cosden asked if there were any comments from the members present in-person. Mr. Raimondo called on those present to provide member/public comments. There were no comments from those in the room. Mr. John Irvine commented on the upcoming public transportation and TD event, three grant opportunities, approval of budget, and LeeTran's rate model. He thanked those members who attended the meeting in person. Chair Cosden asked if there were any other comments. Mr. Irvine asked about local trips to vaccination sites. Mr. Menjivar said that LeeTran was providing free trips for vaccinations for both ADA and TD to RSW. Mr. Paul Lewis asked if LeeTran was providing trips to drive through sites. Mr. Menjivar noted that paratransit was only pick-up and drop-off. There were no further questions or comments.

Chair Cosden thanked everyone for their attendance and announced that the next LCB meeting will be held on May 5, 2021.

The meeting was adjourned at 10:33 a.m.

An audio recording of the entire meeting can be accessed here: <https://soundcloud.com/user-390911534/03-03-2021-lcbwma>

*Action Items *May Require Action

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