

**Lee County Transportation Disadvantaged
Local Coordinating Board
Regular Meeting
10:00 a.m., May 5, 2021
815 Nicholas Parkway E, Cape Coral, FL
Conference Call Number 1-800-356-8278
Conference Access Code 316027
www.leempo.com**



Regular Meeting Minutes

Call to Order

The LCB Public Workshop, 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, IP)	City of Cape Coral	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Michelle Peronto (Present, CC)	FDOT	Dale Hanson (Absent) Paul Simmons (Absent)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Nicole Negron (Absent)	DCF	Bryan DeLaHunt (Present, IP)	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 (Present, CC)	
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 (Absent)		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	Marisel Orengo (Present, CC)	Lee County Human Services	Kellie-Ann Torres (Absent)	
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 (Absent)	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 (Present, IP)	Career Source SWFL	Jah-Mau Lambert (Present, IP)	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
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Also in attendance: Carlos Menjivar (IP) and Ranice Monroe (CC) with LeeTran; Kathleen Hoover (IP) with the Southwest Florida Council of the Blind; Brian Raimondo (IP) and Don Scott (IP) with the Lee County MPO.

REGULAR MEETING

Chair Cosden called the LCB Regular Meeting to order at 10:10 a.m.

New Business

Agenda Item #1 - *Approval of the Minutes from the March 3, 2021 Meeting

Mr. James Lear made the motion to approve the meeting minutes from March 3, 2021. Mr. Jim Wall 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 - *Approval of LeeTran’s CTC Acceptance for FYs 2021/2025

Mr. Brian Raimondo presented this agenda item for the approval of LeeTran’s CTC Acceptance for FYs 2021 through 2025. He gave a brief history of LeeTran’s emergency role through their current CTC acceptance. He noted this has been executed by the Lee County BoCC. Mr. Carlos Menjivar with LeeTran referenced the signed documents. Mr. Raimondo said the documents were emailed to the LCB earlier in the week. Mr. Don Scott further explained the process of approval through the MPO.

Mr. Jim Wall made the motion to approve LeeTran’s Acceptance as Lee County’s CTC for FYs 2021-2025. Mr. Bryan DeLaHunt seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #4 – *Approval of the CTC’s FYs 2021/2025 MOA between LeeTran and the CTD

Mr. Raimondo presented this agenda item for the approval of the MOA between LeeTran and the CTD. He explained the purpose of the MOA and the process of approval.

Ms. Leah Watson made the motion to approve the MOA between LeeTran and the CTD for FYs 2021 through 2025. Mr. Bryan DeLaHunt seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #5 - *CTC 2021-2022 Rate Model

Mr. Raimondo presented this agenda item for the review and approval of the CTC 2021-2022 Rate Model. He explained the rate model and deferred to LeeTran staff, Mr. Carlos Menjivar. He noted LeeTran updates the rate model annually and further explained the rate model. Chair Cosden referenced the link in the agenda with the rate model. Mr. Raimondo noted the rate model that was approved by Mr. John Irvine was also sent out in an email. Mr. Menjivar said both versions were the same. Mr. Menjivar also discussed the rate and the

allocation. Chair Cosden asked if there were any questions. A Board member asked about ridership changes related to COVID. Mr. Menjivar noted there was a decline but now the trips are back up. Chair Cosden asked for a motion.

Mr. Michael Griffin made the motion to approve the 2021-2022 CTC Rate Model. Mr. Jim Wall seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #6 - *Approval of LeeTran's Trip/Equipment Grant

This item was tabled until the next meeting. The Board discussed the approval deadline and approval process. Mr. Raimondo said he would get back with the Board on this item.

Agenda Item #7 – *Approval of the Transportation Disadvantaged Service Plan Update

Mr. Raimondo presented this agenda item for the review and approval of the Transportation Disadvantaged Service Plan (TDSP) update. He referenced the list of updates to the TDSP that was included in the agenda packet and posted to the MPO website. Mr. Menjivar reviewed the changes made including adding Sunday service, extending hours for TD clients, and allowing an escort or care attendant. The Board briefly discussed the necessity of allowing care attendants and escorts. Mr. Raimondo further explained the staff reports, changes made to the TDSP, and data update challenges. The Board briefly discussed CTCs in other areas, crossing county lines, pilot programs, recommendations from LeeTran, and past treatment of multi-county trips. Chair Cosden asked for a motion.

Mr. Bryan DeLaHunt made the motion to approve the update of the TDSP. Mr. Paul Lewis seconded the motion. A roll call vote was taken. There were no objections, and the motion passed unanimously.

Agenda Item #8 - *Approval of the Grievance Procedures Update

Mr. Raimondo presented this agenda item for the review and approval of the update to the Grievance Procedures. He explained the changes made to the Grievance Procedures. Chair Cosden asked if there were any questions or a motion.

Mr. James Lear made the motion to approve the update to the Grievance Procedures. Mr. Jim Wall seconded the motion. A roll call vote was taken. There were no objections, and the motion passed unanimously.

Agenda Item #9 - Program Updates and Distribution Items

Mr. Raimondo had nothing to present for this agenda item.

Agenda Item #10 - CTC Updates and Reports

Mr. Carlos Menjivar with LeeTran presented this agenda item on the CTC updates and reports. He reviewed the Stats sheet from the agenda packet including information on ridership, on-time performance, and complaints for the past few months. The Board briefly discussed paratransit, payment cards, coordination with Uber or other ride-sharing companies, COVID testing and procedures for return to work for LeeTran drivers and for other companies, hiring new employees for LeeTran to better handle calls and trips, importance of LeeTran user comments, and gas price increases and impacts.

Agenda Item #11 - Member Comments

Mr. Jim Wall commented on shortage of bus drivers, his retirement, and introduced his replacement - Mr. Jah-Mau Lambert. Mr. Raimondo asked if Mr. Lambert would appoint an alternate, and he replied yes. Ms. Kathleen Hoover commented on issues with the LeeTran notification system. Mr. Menjivar explained the

system and the possible reasons for the issues. Mr. Menjivar congratulated Mr. Wall on his retirement. Ms. Michelle Peronto with FDOT provided the Board with updates on the grant applications award notifications and contracts, notification letters for grant awards, upcoming training opportunities, and continuation of triennial reviews and processes. Mr. Raimondo commented on Agenda Item #6 and an email from Mr. John Irvine mentioning the trip and equipment grant could be approved at the September meeting. Mr. Raimondo commented this could allow for the cancellation of the June 2 meeting. He also mentioned vacancies on the LCB and asked if anyone knows possible volunteers to send their information to him. The Board briefly discussed possible members and opportunities to spread the word on the vacancies.

Chair Cosden thanked everyone for their attendance and announced that the next LCB meeting will possibly be held on June 2, 2021.

The meeting was adjourned at approximately 11:04 a.m.

An audio recording of the entire meeting can be accessed here: <https://soundcloud.com/user-390911534/05-05-2021-lcbwma>

*Action Items *May Require Action

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