

Minutes

Call to Order

The in-person LCB meeting was called to order by Chair Jessica Cosden at approximately 10:01 a.m.

The Pledge of Allegiance was recited.

Introductions

Those in attendance introduced themselves. 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)	City of Cape Coral	No alternate	
A. A local representative of the Florida Department of Transportation (DOT)	Michelle Peronto (Absent) Candice Monroy (Absent)	FDOT	Dale Hanson (Absent) Paul Simmons (Absent)	FDOT
B. A local representative of the Florida Department of Children and Families (DCF)	Vacant	DCF	Vacant	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) Richard Purdue (Present)	
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)		Shantel Chapman (Absent)	
E. A person recommended by the local Veterans Service Office, representing Veterans of the county	James Lear (Present)		Jeff Barkley (Absent)	

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 (Absent)	
G. A person representing the Elderly in the county	Steve Henry (Present)		(Vacant)	
H. A person with a disability representing the disabled in the county	Paul Lewis (Present)		(Vacant)	
I-1. [One of Two] Citizen Advocates in the County	Derek Felder (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.	Kathleen Hoover (Present)		(Vacant)	
J. A local representative for children at risk	Vacant		Vacant	
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 (Absent)	SWFL Transportation	Ryan Williams (Absent)	Creative Resources
N. A local representative of the Florida Agency for Health Care Administration	Michael Stahler (Present)	AHCA	Signe Jacobson (Absent) Lonnie Thompson (Absent)	AHCA
O. A representative of the Regional Workforce Development Board established in Chapter 445, <i>Florida Statutes</i> .	Carmen Henry (Present)	Career Source SWFL	Vacant	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	Jenn Souvannasinh (Absent)	Lee Health Systems
Q. A representative of the Agency for Persons with Disabilities	Leah Watson (Present)	Agency for Persons with Disabilities	Donna Fain (Absent)	Agency for Persons with Disabilities

Also in attendance: Carlos Menjivar, Ranice Monroe, and Toni Fritzo with LeeTran; and Brian Raimondo, Don Scott, and Calandra Barraco with the Lee County MPO.

Agenda Item #1 - *Approval of the Meeting Minutes from November 2, 2022

Mr. Steve Henry made the motion to approve the Meeting Minutes from November 2, 2022. Mr. James Lear 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 - *Endorsement of FTA Grant Applications for Operating and Capital Assistance

Mr. Brian Raimondo presented this agenda item for the endorsement of FTA Grant Applications for Operating and Capital Assistance. The FTA Grant endorsement staff report was included in the agenda packet and [posted to the MPO website](#). Ms. Ranice Monroe with LeeTran read an executive summary of the report provided by Ms. Kelley Fernandez, also with LeeTran. Chair Cosden asked if there were any questions or comments. There were none. Chair Cosden asked for a motion.

Ms. Kathleen Hoover made the motion to endorse the FTA Grant Application from LeeTran for Operating and Capital Assistance. Mr. Paul Lewis seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #4 - *Approval of LeeTran’s Trip/Equipment Grant

This item was tabled to the next meeting.

Agenda Item #5 - * Approval of LeeTran’s Annual Operating Report (AOR) for FY 2022/23

Mr. Brian Raimondo presented this agenda item for the review and approval of LeeTran’s Annual Operating Report (AOR) for FY 2022/2023. He referred to the information on the AOR that was included in the packet and [posted to the MPO website](#). Chair Cosden asked if there were any comments. There were none. She asked for a motion.

Mr. James Lear made the motion to approve LeeTran’s Annual Operating Report for FY 2022/2023. Mr. Michael Stahler seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #6 – Program Updates

Mr. Raimondo presented this agenda item on LCB program updates related to the update to the Transportation Disadvantaged Service Plan (TDSP) and the CTC evaluation. He noted the TDSP update would be brought back to the May 3 meeting. He also mentioned he had three LCB members that volunteered to be on the CTC Evaluation Committee and provided a brief overview of the format, process, and length. Mr. Raimondo then mentioned the May 3 meeting would include a public workshop followed by a regular meeting. He suggested the public workshop presentation topic might be an overview of the Sunshine Laws in Florida. Mr. Scott said he would coordinate with the attorney on the topic and get back to Mr. Raimondo with additional information.

Agenda Item #7 - CTC Updates and Reports

Mr. Carlos Menjivar with LeeTran presented this agenda item on [CTC updates and reports](#). He reviewed the reports noting the period only included three months from July to November and the report at the next meeting will include four months. The LCB discussed ridership, maxed out dollar value funding, Lehigh mobility on demand, Bonita mobility on demand, Lehigh transfer center completion, Bell Tower transfer center completion,

demand and response time, rate of completion, coverage area, expansion to other areas in Lee County, example of other areas in Florida with full coverage on demand service, possible expansion of coverage, pick-up and drop-off in Lehigh, using bus transfer, cost savings of on-demand, repair of buses, driver shortage, application and training process length of LeeTran drivers, TD and paratransit separation and eligibility, proportion of TD and ADA trips, restrictions associated with services, separate applications, separating trips to assist in record keeping, application questions, requirements from TD Commission, presenting issues directly to TD Commission, main cause of ineligibility, example in Lehigh, role of income in application and eligibility, total household income, concessions for roommates, example of disabled adults living at home, outdated criteria, MPO staff communication with TD Commission on issues presented, having members present concerns directly to the TD Commission, providing issues for MPO staff to relay to the TD Commission, basis on home address, ADA and TD criteria differences, and replacement of open LeeTran positions if need and funding exist.

Agenda Item #8 - Members Comments

Mr. Raimondo mentioned [FDOT's report](#) that had been emailed to staff prior to the meeting and was printed and distributed to all LCB members present at the meeting. FDOT's report provided updates on grant funding, upcoming training opportunities, and triennial reviews. The Board briefly discussed bus accidents and reporting procedures, complaints regarding LeeTran call center operators, call recording, fees per rider, possible elimination of bus routes due to on-demand service, Cape Coral Police Department (CCPD) grant education and enforcement initiatives, traffic division at CCPD, Southwest Florida Council for the Blind event, and school bus driver shortage. Mr. Raimondo asked the LCB members to send him an email with any additional concerns to be relayed to the TD Commission staff.

Mr. Raimondo noted the next meeting date of May 3, 2023.

The meeting was adjourned at approximately 11:12 a.m.

An audio recording of the entire meeting can be accessed at the following link: [LCB Audio 03/01/23](#)

*Action Items *May Require Action

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