



**ORANGE/ OSCEOLA/ SEMINOLE COUNTIES JOINT TRANSPORTATION
DISADVANTAGED LOCAL COORDINATING BOARD**

DATE: Thursday, November 12, 2009

TIME: 10:00 a.m.

LOCATION: METROPLAN ORLANDO Board Room
315 E. Robinson Street, Suite 355
Orlando, Florida 32801

Commissioner Mildred Fernandez, Chairperson, Presiding

Members in attendance were:

Commissioner Mildred Fernandez, Orange County, **Chairperson**
Commissioner Michael McLean, Seminole County, **Vice-Chairman**
Commissioner Brandon Arrington, Osceola County
Mr. Benjamin Akinola, AHCA/Medicaid
Ms. Valerie Barber-Simpson, Elderly
Ms. Marilyn Baldwin, Disabled
Mr. Jack Couture, Citizen Advocate (System User)
Mr. Dwight Sayer, For-Profit Operator
Mr. Randall Hunt, Senior Resource Alliance
Ms. Sharon Jennings, Department of Children & Families
Mr. Wayne Olson, Dept. of Education & Vocational Rehabilitation
Ms. Diane Poitras, FDOT
Ms. Cheryl Stone, LYNX TAC designee (*non-voting*)
Mr. Carl Welch, Citizen Advocate
Ms. Vanessa Butler for Mr. Dave Freeman, Orange County EMS (*non-voting*)

Members not in attendance were:

Ms. Olga Vazquez, Public Education
Ms. Judy Binns, State Coordinating Council of Early Childhood
Ms. Betsy Delano, Medical Community

Ms. Gay Delaughter, Economically Disadvantaged
Mr. Mike Dixon, Veterans

Others in attendance were:

Ms. Linda Watson, LYNX
Ms. Sue Masselink, LYNX
Mr. Bill Hearndon, LYNX
Mr. Tim May, LYNX
Ms. Diane Ketts, LCF
Mr. Eric Hill, METROPLAN ORLANDO
Ms. Cathy Goldfarb, METROPLAN ORLANDO

A complete list of other attendees may be obtained upon request.

I. CALL TO ORDER

Chairperson Fernandez called the meeting to order at 10:00 a.m.

II. PLEDGE OF ALLEGIANCE

Vice-Chairman Micheal McLean led the Committee in the Pledge of Allegiance.

III. INTRODUCTIONS

Chairperson Fernandez opened the floor for members to introduce themselves.

IV. CONFIRMATION OF QUORUM

Ms. Cathy Goldfarb confirmed that a quorum was present.

V. AGENDA REVIEW

Mr. Eric Hill called attention to items on the agenda that were provided in the supplemental folders. He called attention to annual monthly planners from METROPLAN ORLANDO in appreciation for their volunteer time. He noted that plans are also underway for the annual volunteer appreciation luncheon the third week in December. Once a date has been confirmed, the information will be sent out to the Committee.

VI. PUBLIC COMMENTS ON ACTION ITEMS

Mr. Jack Couture requested the floor at this time to commend Ms. Linda Watson on the Distinguished Alumni Award she recently received.

VII. ACTION ITEMS

A. *Approval of minutes of previous meeting (August 13, 2009)*

Chairperson Fernandez requested approval of the *August 13, 2009* meeting minutes.

MOTION: Mr. Jack Couture moved approval of the *August 13, 2009* meeting minutes. Vice-Chairman McLean seconded the motion, which passed unanimously.

B. *Approval of Transportation Disadvantaged Local Coordinating Board Certification*

Action was requested to recommend approval of the TDLCB membership certification, which verifies compliance with the Commission for the Transportation Disadvantaged Local Coordinating Board and Planning Agency guidelines. This document will then be sent to the METROPLAN ORLANDO Board for approval in December.

MOTION: Vice-Chairman McLean moved approval of the TDLCB membership certification. Mr. Jack Couture seconded the motion, which passed unanimously.

C. *Approval of Annual Operating Report (AOR)*

Action was requested to approve LYNX's Annual Operating Report, which includes the Community Transportation Coordination (CTC) paratransit operations financial data for the year.

MOTION: Vice-Chairman McLean moved approval of the LYNX's Annual Operating Report. Mr. Wayne Olson seconded the motion, which passed unanimously.

D. *Appointment of Community Transportation Coordinator (CTC) Evaluation Committee*

The CTC evaluation is conducted annually. It is necessary that a subcommittee be appointed to collect input from various stakeholders and to conduct the evaluation. Staff recommended this function be assigned to the Quality Assurance Task Force (QATF). Mr. Jack Couture told the Committee that he thought this issue had already been addressed at a previous meeting. Mr. Eric Hill, METROPLAN ORLANDO staff reported that he reviewed minutes from the past year's meetings and was unable to find any indication that this had been previously addressed and assigned to the QATF. Following discussion, it was the consensus of those present to combine items D and E for one action.

E. *Appointment of By-Laws and Grievance Procedure Committee*

Per the policy manual for the Transportation Disadvantaged planning related services, the TDLCB must annually update the by-laws and grievance procedures. It was suggested that this task, like the CTC evaluation, be assigned to the QATF.

MOTION: Mr. Jack Couture moved approval of combining items “D” and “E” on the agenda and assigning the CTC Evaluations and Bylaws/Grievance Procedure Review to the QATF. Mr. Carl Welch seconded the motion, which passed unanimously.

VIII. CONSENT AGENDA

A. *Proposed 2010 Committee Meeting Schedule*

MOTION: Commissioner Brandon Arrington moved approval of the 2010 Committee Meeting Schedule. Vice-Chairman McLean seconded the motion, which passed unanimously.

IX. PRESENTATIONS & STATUS REPORTS

A. *LYNX Budget for Paratransit Services*

Ms. Linda Watson, LYNX Chief Executive Officer, gave a presentation on the LYNX budget for paratransit service and reviewed for the Board any important information regarding the service. Chairperson Fernandez expressed her concern with the fact that this information was not available sooner for the Committee to review prior to the meeting. She also requested that a more detailed budget with line items be provided in the future. Commissioner McLean concurred that although this gave a conceptual view he would prefer more detailed information. Ms. Watson said that her impression was that the Committee wanted more of an overview of the budget but that she would be happy to provide more detailed information at the next meeting. Chairperson Fernandez felt detailed information is important issue to the community because it is taxpayer money that is being spent.

Ms. Watson also gave an overview of the paratransit budget and how it relates to the overall LYNX budget. Vice-Chairman McLean questioned why in the overall budget 50% went to the wages/fringe line while in the paratransit budget the percentage was much lower. Commissioner Arrington, who sits on the LYNX Board, explained that paratransit drivers are contracted through a separate company so their salaries fall under a different expense line. A discussion ensued regarding the budget and expense/income related issues. Ms. Watson thanked the Committee for allowing her to present this important budget information and said she will return if needed to provide more detailed information.

A question was raised regarding SunRail and how proactive LYNX was being since they would provide important feeder service to commuter rail. She said LYNX is

gradually making changes to accommodate a seamless transition for service to SunRail. The Committee also requested that LYNX notify them of upcoming health care reform changes that may affect the TD community. Ms. Watson said that she would alert them of any changes. Vice-Chairman McLean asked if there were plans to review the outside contract services and perhaps obtain some new bids for service since it had been six years. Ms. Watson said that they are happy with the services provided by MV Transportation, but continue to look at all their options. Mr. Hill told Ms. Watson that there was a need for follow up to the presentation with additional and more detailed information. A copy of the presentation was provided at the meeting.

B. *LYNX/Community Transportation Coordinator (CTC) Update*

Mr. Bill Hearndon, LYNX staff, gave the quarterly report on current and ongoing operations. He reported that, due to the fact LYNX was now cycling below their monthly allocation, they have been able to lift the trip prioritizations and are no longer denying trips. They are carefully monitoring this to make sure they do not exceed the monthly allocation. Mr. Hearndon reviewed the different aspects of the budget and explained fluctuations. He felt that the additional information has helped alleviate a lot of the questions and has given them a better insight into LYNX's operation. One important thing he noted was that since the new fare collection policy was implemented the uncollected fare percentage has steadily decreased and as of October was down to less than 2% uncollected.

Also included in the supplemental folders was a copy of the results from a survey that TDLCB had requested LYNX conduct to see how the trip prioritization policy impacted riders employment status. LYNX had a 27% survey response rate which indicated 57% of the respondents maintained their employment despite the implementation of the trip prioritization policy. They also found that 43% of the respondents had contacted the LYNX van pool as an alternate means of transportation to work. Mr. Hearndon reported that LYNX will be conducting a general "How We Are Doing" survey during the month of December. This survey will be included in their December Access LYNX News and also will be available online.

C. *Report of Operator Payments*

Mr. Bill Hearndon, LYNX, reported on operator payments which he said the operator payments were being made by LYNX ahead of the mandated schedule. An attachment was provided.

D. *Community Connector Plan Update*

Ms. Sue Masselink, Community Connections Coordinator (LYNX), reported on the Job Access and Reverse Commute and New Freedom Program (JARC/NFP) projects. Job Access and Reverse Commute funds are used to develop new services or to maintain existing service to increase job access for lower income individuals and those people traveling to suburban job sites. These projects also can receive funding from the private sector such as Link 442 that connects Winter Garden Village and the West Oaks Mall and is funded in part by the developer of Winter Garden Village. Ms.

Masselink reviewed new services that have been implemented under this program and any projects that have had changes.

New Freedom Program projects provide services that go beyond the ADA requirements instituted in the 1990s. LYNX has developed partnerships with a number of local human service agencies such as Seniors First to provide either expanded or new services to their clients/residents. Ms. Masselink gave some examples of current NFP projects that LYNX has started or will be starting. She also outlined additional PickUpLine service that has been funded through NFP. LYNX is in the process of preparing next year's JARC and NFP grant applications which are due in to FDOT by December 18, 2009. Ms. Maselink said that LYNX would welcome any suggestions from the Committee as to projects that could be potential candidates for JARC and NFP funding and she provided her contact information for them. Mr. Dwight Sayer asked if this type of funding is available for signage for the visually impaired since it is generally difficult for them to locate things such as bus stops. A discussion ensued regarding some of the issues that Committee members have identified and if these could be addressed by LYNX. A copy of the presentation was provided at the meeting.

E. *Quality Assurance Task Force (QATF)*

Ms. Marilyn Baldwin, Chair of the QATF, reported on the September 3 and October 22, 2009 QATF meetings. She gave an overview of the topics discussed at both meetings. At the September meeting, it was determined that the TDLCB bylaws need to be reviewed especially specific language included in them regarding QATF. This task will be taken up as part of the regular bylaws review by the TDLCB.

At the October meeting, the Committee reviewed a training video for operators dealing with people with disabilities. The Committee felt that there was too much focus on fixed route only and there also needed to be a video that trained paratransit operators. They felt this would be doable given the number of options for producing this type of video locally through schools such as UCF, Full Sail, etc. Also discussed was the possibility of a mentoring program for new paratransit users. Mr. Eric Hill, METROPLAN ORLANDO staff, asked the Committee to consider developing a problem statement for Transportation Research Board's Transit Cooperative Research Program.

F. *Legislative Update*

Ms. Kelley Teague, METROPLAN ORLANDO staff, requested input from the TDLCB on METROPLAN ORLANDO's potential priorities for the 2010 legislative session. She briefly touched on the status of SunRail explaining that there is a possibility of a special legislative session December 7-11, 2009. SunRail has generated additional support since it has been tied to Florida receiving a part of \$8 billion in federal stimulus funds for high speed rail. They are currently waiting on the House to approve a special session and the House is looking to confirm there are enough votes to warrant the special session. Liability language for SunRail and a dedicated funding source for Tri Rail are two of the major issues that will need to be addressed.

Ms Teague reported that the legislative priorities for the regular session are currently being developed. She reviewed the proposed list of legislative priorities and a list of items that had been selected to receive support statements. A discussion ensued regarding funding issues for transportation projects such as SunRail, and the different options that are or might be available as a solution. Mr. Hill also asked if Ms. Teague could keep the Committee informed of any important issues that may arise for the TD community in regards to the proposed federal health care reform bill. A copy of the potential priorities was provided.

X. GENERAL INFORMATION

A. *Problem Statement for Transit Cooperative Research Program*

Information on developing problem statement for transit research was provided and discussed during the Quality Assurance Task Force report.

B. *Ombudsman Report – August & September*

The TD and Medicaid reports for August and September 2009 were provided.

C. *Open positions on the TDLC*

There is one open position for members on the TDLCB: the Citizens Advocate.

XI. MEMBER COMMENTS

None

XII. PUBLIC COMMENTS (GENERAL)

Ms. Diane Ketts, Lighthouse for the Blind, addressed the TDLCB regarding safety issues in construction zones. She is concerned over these issues not being taken into consideration in the planning process. Transportation agencies such as FDOT and LYNX have been very responsive when contacted regarding an issue that has developed, but she would like to see a more proactive approach taken in the planning process.

XIII. ADJOURNMENT – Next meeting: February 11, 2010

Approved this 11th day of February, 2010.

Chairperson, Orange, Osceola, Seminole
Counties Joint Transportation Disadvantaged
Local Coordinating Board

Cathy Goldfarb, Board Services Coordinator
and Recording Secretary

As required by Section 286.0105, Florida Statutes, METROPLAN ORLANDO hereby notifies all interested parties that if a person decides to appeal any decision made by METROPLAN ORLANDO with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.