

**TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD  
MINUTES FOR MAY 23, 2019**

The Indian River County (IRC) Transportation Disadvantaged Local Coordinating Board (TDLCB) met at 10:00 a.m. on Thursday, May 23, 2019 in Building B, Conference Room B1-501 of the County Administration Complex, 1800 27th Street, Vero Beach, Florida. You may review the agenda and the minutes on the IRC website – <http://www.ircgov.com/Boards/TDLCB/2019.html>.

Present were; Chairman **Bob Solari**, Commissioner, District 5; Vice Chairman **William Lundy Parden**, Disabled Representative; **Marie Dorismond**, Florida Department of Transportation (FDOT) Representative; **Bob McPartlan**, Florida Department of Children and Family Services (FDCFS) Representative; **Joel Herman**, Florida Department of Veterans' Affairs Representative; **Wendy Grow**, Florida Association for Community Action (FACA) / Economic Opportunities Council (EOC) Representative; **Calvin Smith**, Florida Agency for Health Care Administration (FAHCA) Representative; **Dr. Harry Hurst**, Citizen Advocate Representative; **Milory Senat**, Agency for Persons with Disabilities, **Cathy Viggiano**, Florida Department of Education (FDE) Representative, **Amber Young**, Florida Division of Vocational Rehabilitation (FDVR), and **Nancy Yarnall**, Area Agency on Aging of Palm Beach/Treasure Coast.

Absent were; **Jennifer Idlette**, Public Education Representative; **Darlene Silverstein**, Medical Community; and **Jennifer Sideregts**, Career Source Resource Center Representative.

Present were IRC staff: **Brian Freeman**, MPO Senior Planner; **Patti Johnson**, MPO Staff Assistant, and **Kim Moirano**, Recording Secretary. Also present was **Karen Deigl**, Executive Director, Senior Resource Association and **Chris Stephenson**, Transportation Director

**TWO VACANCIES:** Advocate and User and Children at Risk Representatives.

**Call to Order**

Chairman Bob Solari called the TDLCB meeting to order at 10:00 a.m., at which time it was determined there was a quorum present, and led the pledge of allegiance.

**Election of Vice Chairman** – *Action Required*

Brian Freeman informed Chairman Solari that Vice Chairman William Lundy Parden was re-elected as Vice Chairman at the February 28, 2019 meeting.

**Approval of Minutes of the February 28, 2019 Meeting** – *Action Required*

**ON MOTION** by Harry Hurst, **SECONDED** by Bob McPartlan, the Board voted unanimously (8-0) to approve the minutes of February 28, 2019, as presented.

**TDLCB Chairman’s Report** - *No Action Required*

There was none.

**Planning Status Report** – *No Action Required*

There was none.

Mr. Brian Freeman, MPO Senior Planner, explained that Mr. Matson is on vacation and he will be filling in for Mr. Matson.

Mr. Calvin Smith, Florida Agency for Health Care Administration (FAHCA) arrived at 10:04 a.m.

**Community Transportation Status Report** – *No Action Required*

Karen Deigl, Senior Resource Association Executive Director introduced Bailey Bryant, Community Coach Supervisor and Joe Storey, Go Line Safety Supervisor and Chris Stephenson, Transportation Director. Each year on a quarterly basis, Senior Resource Association has Driver of the Quarter and on an annual basis Senior Resource Association awards and presents Driver of the Year.

Ms. Milory Senat, Agency for Persons with Disabilities arrived at 10:07 a.m.

Annie Shelly was awarded “Go Line Driver of the Year” and Pierre Francois was awarded “Community Coach Driver of the Year” for 2018. Mr. Francois, an 18-month veteran, with 52,000 miles driven and has done 4,600 Community Coach trips. Ms. Shelly is their Route 3 driver on the Go Line, a 2-year veteran, with 103,000 miles driven and over 122,000 passengers on Route 3. Senior Resource Association uses a formula that is based on the formula that they use for Florida Public Transportation Association Driver of the Year Award. They look for people that exhibit a cooperative attitude towards their job, a detailed attention to their professional appearance, provide willingness to assist passengers and other staff members. Demonstrates a manner of good customer service, and has an excellent record of driving safety and goes above and beyond the call of duty.

Chris Stephenson, Transportation Director, Senior Resource Association (SRA) reviewed the Transportation Report dated May 7, 2019, from January to March, 2019, a copy of which is on file in the Commission Office. Mr. Stephenson noted that they're helping Cleveland Clinic do some discharges from the hospital so whenever people are getting discharged and they don't have a way to get home, Senior Resource Association has partnered with them so they have a way of getting those people eligible so they can dispatch a vehicle to them to help people get home from the hospital.

Ms. Nancy Yarnall, Area Agency on Aging of Palm Bay/Treasure Coast arrived at 10:15 a.m.

**Review of Progress Report and Reimbursement Invoice #3 for the 2018/19 Planning Grant** – *Action Required*

Mr. Brian Freeman, MPO Senior Planner summarized his memorandum dated May 9, 2019 regarding the expenditures in the amount of \$7,949.93 and quarterly progress report from January 1, 2019 to March 31, 2019, a copy of which is on file in the Commission Office. Among the major tasks that quarter were staffing this Board and the meeting and public workshop in February and also completing the Transportation Disadvantaged Service Plan which was improved back in February.

**ON MOTION by Bob McPartlan, SECONDED by Wendy Grow, the Board voted unanimously (11-0) to approve the Progress Report and Reimbursement Invoice #3, as presented.**

**Review of the TDLCB Bylaws for FY 2018/19** – *Action Required*

Mr. Brian Freeman, MPO Senior Planner summarized the TDLCB Bylaws for FY 2018/19. One change that needs to be made this year which is as a result of a change that was made by the State. This affects all TDLCB Boards throughout the State. There was a new spot added to the local coordinating boards for the Agency for Persons with Disabilities and Ms. Senat has been filling that position here locally. We have a listing of the roster of the TDLCB membership which is on Pages 3 and 4 and so they have added a Representative of the Agency for Persons with Disabilities to that listing. The quorum for the Board as you may recall, we set that a few years ago to be exactly one-half of the Board and we're going from 16 to 17 numbers so this change is going to increase that quorum from 8 to 8 ½, which Mr. Freeman assumes rounds up to 9. The Bylaws will be reviewed next year. The State allows each local board to establish what its quorum requirements are. Some do a majority plus one and some go as low as a third.

**ON MOTION by Bob McPartlan, SECONDED by Harry Hurst, the Board voted unanimously (11-0) to approve the TDLCB Bylaws for FY 2018/19.**

**Review of the TDLCB Grievance Procedures for FY 2018/19 – Action Required**

Mr. Brian Freeman summarized the TDLCB Grievance Procedures for FY 2018/19. No changes or modifications have been recommended this year. To staff's knowledge, there hasn't ever been a grievance that worked its way all up to this Board for a hearing. They have always been resolved at the level of the CTC which is the Senior Resource Association. The Senior Resource Association does an excellent job in providing service and handling those issues when they do arise. If a grievance were to occur, we do have to have a process in place and this is that process. There would be a written record of the complaint. If a complaint comes in verbally, we would assist that person in making it in writing.

**ON MOTION by Cathy Viggiano, SECONDED by Joel Herman, the Board voted unanimously (11-0) to approve the TDLCB Grievance Procedures for FY 2018/19.**

**Review of Shirley Conroy Rural Capital Assistance Program Grant for FY 2018/19 – Action Required**

Mr. Brian Freeman summarized the Shirley Conroy Rural Capital Assistance Program. It provides capital assistance to counties throughout the state and the State Commission defines a rural county as any county that's not in a big city. In this case, we are an eligible county and have received funding through this program in previous years. This year SRA is requesting funding which 90 percent will be paid for through this program for updating the notification system that would allow for a call to go out to passengers the day before. This would help deal with no shows that do occur when the driver shows up and there is no one there to be picked up.

**ON MOTION by Harry Hurst, SECONDED by Wendy Grow, the Board voted unanimously (11-0) to approve the Shirley Conroy Rural Capital Assistance Program Grant for FY 2018/19.**

**Consideration of TD Trip Reimbursement Rates for FY 2019/20 (TDSP Amendment) – No Action Required**

Mr. Freeman summarized the TD Trip Reimbursement Rates for FY 2019/20. The State Commission puts out a spreadsheet template that every CTC in the state uses to calculate what their reimbursement rate will be from the State for each trip. Normally, we consider this as part of the TDSP annual update which is done at the May meeting but since the TDSP was adopted at the previous meeting, we need to do an update to reflect the new rates because at the time that we heard this in February, that spreadsheet had not been released. This changes the reimbursement rates which would go to the CTC from the state. Mr. Freeman noted that one change is for group

rates is that the State is asking that there be a per passenger rate for when there are multiple passengers either starting at the same origin or traveling to the same destination. There is also a per group trip rate which would be whenever there are multiple people all riding the same exact trip from point A to point B.

**ON MOTION by Bob McPartlan, SECONDED by Marie Dorismond, the Board voted unanimously (11-0) to approve the Consideration of TD Trip Reimbursement Rates for FY 2019/2020 (TDSP Amendment).**

### **Other New Business** – *No Action Required*

Wendy Grow, Economic Opportunity Council, Indian River County discussed her program called “The Family Self Sufficiency Program” where they help pay the tuition, supplies, books, other expenses, testing for anything from, like, GED to LPN for Indian River County residents. One requirement is that they be 125 percent below the poverty level. Their goal is to bring people out of poverty and become self-sufficient. The program is up for the upcoming fall semester. If anyone is interested, they must go to the Economic Opportunities Council of Indian River County Office. It is a five-step application procedure.

Harry Hurst brought up that on June 10<sup>th</sup>, 2019 Alma Lee Loy will be turning 90 years old. He requested that TDLCB as a group agree to send her a birthday greeting card and also one from the Board of County Commissioners. There was a consensus.

### **Adjournment**

There being no further business, the meeting adjourned at 10:30 a.m.

The next meeting of the Transportation Disadvantaged Local Coordinating Board will be held on **August 22, 2019 at 10:00 a.m.**