

**HERNANDO COUNTY
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD
NOVEMBER 14, 2018 – 10:00 A.M.**

MEETING LOCATION: Hernando County Government Center, 20 North Main Street, John Law Ayers Commission Chambers, Room 160, Brooksville, Florida.

AGENDA

- A. CALL TO ORDER**
 - 1. Moment of Silence
 - 2. Pledge of Allegiance
 - 3. Introductions of Board Members and Staff
 - 4. Declaration of Quorum

- B. APPROVAL/MODIFICATION OF AGENDA** (Limited to Board and Staff comment only.)

- C. REVIEW/APPROVAL OF MINUTES OF THE SEPTEMBER 12, 2018 REGULAR MEETING**

- D. CORRESPONDENCE/INFORMATION ITEMS** – Carlene Riecss, Transportation Planner III
 - 1. CTD Annual Conference Event Update
 - 2. TDLCB Vacancies
 - 3. Presentation/Update – Tony Graham, Veterans Affairs

- E. VETERANS AFFAIRS** – Tony Graham (Verbal Report)

- F. TRANS HERNANDO** – Michelle Hale – (Report)

- G. ACTION ITEMS**
 - 1. Grievance Committee Appointments
 - 2. 2019 TDLCB Meeting Schedule

- H. CITIZENS COMMENTS**

- I. ADJOURNMENT AND NEXT MEETING** – The next Transportation Disadvantaged Local Coordinating Board (TDLCB) meeting is scheduled for Wednesday, February 13, 2019, at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville.

The meeting agenda and backup materials are available online at: www.hernandocounty.us/mpo.

If a person decides to appeal any quasi-judicial decision made by the Hernando County Transportation Disadvantaged Local Coordinating Board with respect to any matter considered at such hearing or meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

AGENDA ITEM C

C. REVIEW/APPROVAL OF MINUTES – September 12, 2018 Regular Meeting

The minutes from the Transportation Disadvantaged Local Coordinating Board's (TDLCB) meeting of September 12, 2018, are attached for review and approval.

Attachments: September 12, 2018 TDLCB Meeting Minutes

**HERNANDO COUNTY
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD
Minutes of the September 12, 2018 Regular Meeting
DRAFT**

The Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) held a public meeting on September 12, 2018, at the Hernando County Government Center, 20 North Main Street, John Law Ayers Commission Chambers, Room 160, Brooksville, Florida. The meeting was advertised in the Tampa Bay Times and the agenda was available on the MPO's website at www.hernandocitrusmpo.us.

MEMBERS PRESENT:

Kathleen Winters, Local Representative Medical Community, Vice Chairperson
Karla Lagos, Florida Division of Vocational Rehabilitation
Jabari Hampton, Florida Department of Transportation District Seven Transit Liaison
Penelope Barnard, Florida Agency for Health Care Administration
John Ebelere, Regional Workforce Development Board
Robert Bradburn, Florida Department of Children & Family Services
Tony Graham, Hernando County Veterans Services
Verene Kurtz, Hernando County Resident, Disabled

MEMBERS ABSENT:

John Mitten, Hernando County Commissioner, TDLCB Chairman
Denise Clark, Public Education Community
Joe DeGeorge, Hernando County Transit
Benita Dixon, Private-for-Profit Transportation

OTHERS PRESENT:

Steve Diez, MPO Executive Director
Carlene Riecss, Transportation Planner III
Colleen Conko, Administrative Assistant II
Michelle Hale, Trans Hernando Transportation Coordinator
Joel Mendez, Trans Hernando Transportation Coordinator

CALL TO ORDER:

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

A quorum was declared.

Ms. Riecss read into the record the notice of public meeting.

APPROVAL/MODIFICATION OF AGENDA:

Motion: *Mr. Graham moved to approve the September 12, 2018, Transportation Disadvantaged Local Coordinating Board (TDLCB) Meeting Agenda. Mr. Bradburn seconded, and the motion carried unanimously.*

REVIEW/APPROVAL OF MINUTES:

May 23, 2018 TDLCB Hearing Minutes:

Motion: Ms. Lagos moved to approve the May 23, 2018, Annual Public Hearing Minutes as presented Mr. Eberle seconded, and motion carried unanimously.

May 23, 2018 TDLCB Meeting Minutes:

Motion: Mr. Graham moved to approve the May 23, 2018, Regular Meeting Minutes as presented Ms. Lago seconded, and the motion carried unanimously.

CORRESPONDENCE/INFORMATION ITEMS:

CTD Meeting Agenda

Ms. Riecss reported that the CTD Annual Conference Event is scheduled for October 15, 2018, to October 17, 2018, at Daytona Beach. She provided the TDLCB with a brief overview of the event.

Committee Vacancies

Ms. Riecss reported that the following positions on the TDLCB remain vacant:

- Florida Association for Community Action
- Hernando County, Public Transit User
- Local Representative Children at Risk
- Florida Department of Elderly Affairs
- Citizen Advocate, Hernando County
- Hernando County Resident, 60+ Years

Committee Presentation/Update – Shared Mobility for People with Disabilities – Challenges & Opportunities for Parasite

Mr. Diez provided a brief overview of an article, “*Shared Mobility for People with Disabilities.*” He stated that technology is progressing with meeting the needs of mobility for the disadvantaged.

Ms. Kurtz stated that she had attended an Association of American Retired Persons (AARP) meeting and noted that an instructor that she had spoken with may have an interest in becoming a member of the TDLCB.

Mr. Diez asked for a volunteer from the board to provide a brief presentation about their agency at the November 14, 2018, TDLCB meeting. It was noted that Mr. Graham of Veterans Services volunteered.

VETERANS AFFAIRS:

Mr. Graham reported that there were no agency updates at this time.

TRANS HERNANDO:

Ms. Hale reported that she will be resigning from her position with Tran Hernando at the end of December 2018. She noted Joel Mendez will be her replacement.

Ms. Lagos provided the Board with an update for the Florida Division of Vocational Rehabilitation. She noted that the agency is currently seeking a building for the department.

ACTION ITEMS:

2018/19 Transportation Disadvantaged Service Plan

Mr. Diez provided a brief overview of the 2018/19 Transportation Disadvantaged Services Plan (TDSP). It was noted that the new Community Transportation Coordinator (CTC) is Trans Hernando. He updated the TDLCB with some of the changes to the TDSP:

- updated hours of service
- removed fee for no show and updated no show frequency subject to suspension
- updated trip fares
- updated vehicle inventory
- updated current TDLCB membership
- updated new Hernando/Citrus Metropolitan Planning Organization (MPO) address

Motion: Ms. Kurtz moved to approve the FY 2018/19 Transportation Disadvantaged Service Plan (TDSP) as presented. Mr. Bradburn seconded, and after roll call vote the motion carried unanimously.

Annual Operations Report

Mr. Diez provided a brief overview of the Annual Operations Report.

Motion: Mr. Hampton moved to approve FY 2017/2018 Annual Operations Report (AOR). Ms. Kurtz seconded, and the motion carried unanimously.

Actual Expenditures Report

Mr. Diez provided a brief overview of the FY 2018 Actual Expenditures Report. He noted that there were no changes.

Motion: Mr. Graham moved to approve the FY Actual Expenditures Report. Mr. Hampton seconded, and the motion carried unanimously.

TDLCB Bylaws

Mr. Diez provided a brief overview of the TDLCB Bylaws. He noted there were no changes.

Motion: Mr. Graham moved to approve the Transportation Disadvantaged Local Coordinating Board (TDLCB) Bylaws as presented. Ms. Kurtz seconded, and the motion carried unanimously.

CITIZENS COMMENTS:

It was noted that at this time there was no citizen comment.

ADJOURNMENT and NEXT MEETING:

There being no further business to discuss, Vice Chairperson Winters adjourned the meeting at 10:19 a.m. It was noted that the next Transportation Disadvantaged Local Coordinating Board Meeting is scheduled for November 14, 2018, beginning at 10:00 a.m., at the Hernando County Government Center, 20 North Main Street, John Law Ayers Commission Chambers, Room 160, Brooksville, Florida.

The September 12, 2018, TDLCB Meeting Minutes are anticipated to be approved November 14, 2018, TDLCB meeting.

John Mitten, TDLCB Chairman

cvc

D. CORRESPONDENCE/INFORMATION ITEMS

1. CTD Annual Conference Update

Attached for your review is the Florida Commission for the Transportation Disadvantaged (CTD) 2018 Annual Conference Schedule which was held at the Hilton Daytona Beach Hotel in Daytona Beach, Florida from October 14 through October 17, 2018.

Staff attended the CTD business meeting on October 15, 2018. At the meeting the CTD provided information regarding their requested FY 2019 – FY 2020 budget. It was noted that there is a shortfall of \$1,918,196 which will result in a reduction of available funding for mobility enhancement grants. A copy of the requested budget is included for the LCB's information.

Additionally, the CTD reported that there were changes to Rule 41-2 Florida Administrative Code. A highlighted copy of the rule changes is included for the LCB's information. The changes include:

- a. Insurance requirements for the Community Transportation Coordinator (CTC) were amended to require a minimum liability insurance requirement of \$200,000 per person and \$300,000 per incident.
- b. A local representative from the Agency for Persons with Disabilities was added to the coordinating board membership.
- c. A category of Innovative and Service Related Grants was added with general criteria for consideration.

All information regarding the event is available online at <https://floridatransit.org/annual-conference>.

Attachments: 2018 CTD Annual Conference Schedule
FY 2019 – FY 2020 Legislative Budget Request

2. TDLCB Vacancies

The current vacancies on the TDLCB includes as follows:

- Florida Association for Community Action
- Hernando County, Public Transit User
- Local Representative Children at Risk
- Florida Department of Elderly Affairs
- Citizen Advocate, Hernando County
- Hernando County Resident, 60+ Years
- Representative from the Agency for Persons with Disabilities

Attachment: Hernando/Citrus Metropolitan Planning Organization Board/Committee Application

3. Presentation/Update – Tony Graham – Veterans Services

A brief presentation will be made by Tony Graham of Hernando County Veterans Services.

2018 FPTA/CTD ANNUAL TRAINING & EXPO
Schedule
Revised - September 21, 2018

Times/Dates are Tentative and Subject to Change

Sunday, October 14, 2018

10:00am to 5:00pm	Registration Desk Open (Ocean Center- Ballroom C)
11:30am to 3:00pm	FPTA Golf Tournament (LPGA Naonal)
Noon to 5:00pm	Vehicle Load-In (Ocean Center)
2:00pm to 4:00pm	FPTA Volleyball Tournament (Hilton/On The Beach)
5:30pm to 6:45pm	FPTA Opening Reception (Appetizers Only) (Hilton – Oceanview Room & Terrace)
7:00pm to 10:00pm	FPTA General Manager Dinner (Invitation Only) (Hilton/Hyde Park Prime Steakhouse)

Monday, October 15, 2018

7:30am to 5:00pm	Registration Desk Open (Ocean Center – Ballroom C)			
8:00am to 10:00am	Welcome Breakfast/Marketing Awards/TLP Graduates/FPTA Hall of Fame (Ocean Center – Ballrooms A & B)			
10:15am to 11:30am	SMS (Ocean Center – 101A)	Transit Development Plan (TDP) Guidance Update and Best Practices (Ocean Center – 101B)	Marketing Transit with Decision Makers (Ocean Center – 101C)	Innovation in Bus Rapid Transit (Ocean Center – 102A)
11:45am to 1:45pm	General Session / Lunch / State and Federal Update (Ocean Center – Ballrooms A & B)			
12:00pm to 5:00pm	Exhibitor Set-up (Ocean Center - Arena)			
2:00pm to 3:00pm	FPTA Business Member Meeting (Ocean Center - Arena)			
2:00pm to 5:00pm	CTD Commission Meeting (Ocean Center – 103 A & B)			
2:00pm to 3:15pm	Florida Automated Transit and Shared Use Network (ATSUN) – Shared Mobility Session (Ocean Center – 101A)	Busing on the Lookout: Combating Human Trafficking (Ocean Center – 101B)	Closing the Loop - Improving Transit Through Crowdsourced Information (Ocean Center – 101C)	Is It Over Yet? Lessons Learned From Transit Asset Management Plans (Ocean Center – 102A)
3:45pm to 5:00pm	PTASP and Chapter 14-90, Florida Administrative Code	Federal Drug and Alcohol Testing Program	Extending the Reach of Transit: Strategies & Tactics	Navigating the Transit Technology Landscape (Ocean Center – 102A)

	– Presentaon and Discussion (Ocean Center – 102 B & C)	Compliance (Ocean Center – 101B)	for Facilitang Bicycle Connecons with Transit (Ocean Center – 101C)	
6:00pm to 7:00pm	FPTA Awards Banquet Reception (Hilton – Atlantic Avenue Prefunction)			
7:00pm to 9:00pm	FPTA Awards Banquet/Dinner (Hilton – Tomoka, Crystal & St Johns Ballrooms)			

Tuesday, October 16, 2018

7:30am to 5:00pm	Registraon Desk Open (Ocean Center – Ballroom C)			
8:00am to 10:00am	General Session & Breakfast Keynote Speaker: Andy Masters, MA, CAP <i>“Leadership Lessons from H-O-L-L-Y-W-O-O-D”</i> (Ocean Center – Ballrooms A & B)			
10:15am to 11:45am	Sexual Harrassment: What Is Going On In The American Workplace and Why (Ocean Center – 101A)	Transit Response and Recovery for Declared Emergencies and Disasters (Ocean Center – 101B)	Fleet Maintenance Data Tracking (Ocean Center – 101C)	Florida Automated Transit and Shared Use Network (ATSUN) Transit Automaon Session – Local Examples, Naonal Perspecv e (Ocean Center – 102A)
12:00pm to 2:00pm	Grand Opening of Exhibit Hall & Lunch (Ocean Center - Arena)			
2:00pm to 3:15pm	The Human Firewall – Cybersecurity at Work (Ocean Center – 101A)	FDOT Triennial Reviews for 5310 Only Properes (Ocean Center – 101B)	Working On Your “BoÃom” to Improve Your BoÃom Line (Ocean Center – 101C)	Florida Transit Maintenance Consorium (FTMC) Roundtable (Ocean Center)

3:00pm to 5:00pm	FPTA Board Meeting (Hilton – Tomoka Room)			
3:30pm to 4:45pm	Transit Planning 4 All Amy Conrick, CTAA (Ocean Center – 101A)	Desnaon: 21st Century Public Procurement (Ocean Center – 101B)	Target Marketing Using Demographics: How to Increase Ridership (Ocean Center – 101C)	Providing Transportation Choices (Ocean Center – 102A)
5:30pm to 7:30pm	FPTA/CTD Reception – Exhibit Area FPTA “Through the Decades” Costume Party Ocean Center – Arena			
7:30pm to 9:30pm	“Through the Decades” After Party (Ocean Center – Ballroom A)			

Wednesday, October 17, 2018

7:30am to 1:00pm	Registration Desk Open (Ocean Center – Ballroom C)			
8:00am – 10:00am	Exhibit Tear Down (Ocean Center – Arena)			
2:00pm – 3:00pm	Vehicle Load-Out (Ocean Center - Arena)			
8:00am to 10:00am	General Session & Breakfast How to Foster an Innovative Culture in Your Organization Amy Conrick, CTAA (Ocean Center – Ballrooms A & B)			
10:15am to 11:45am	TD 101 (Ocean Center – 101A)	Addressing the Mobility Needs of Older Adults Using an Age-Friendly Transit System (Ocean Center – 101B)	RTAP/FTSON Roundtable for Small and Rural Transit Agencies (Ocean Center - ?)	TransCIP Features and Requirements FDOT (Ocean Center – 102A)
12:00pm to 2:00pm	General Session / Lunch Cultural Change: It’s an Internal and External Customer Service Issue (Ocean Center – Ballrooms A & B)			
2:00pm to 5:00pm	FDOT District Meeting (Ocean Center – 102 B & C)			
2:15pm to 3:30pm	Quality Assurance Jeff Barbacci, THF (Ocean Center – 101A)	Florida Small and Rural Transit Agency Bus Operator Training Program (Ocean Center – 101B)	Transportation and Health- It’s More than a Trip to the Doctor (Ocean Center – 101C)	

3:45pm to 5:00pm	TD Planners Network Meeting (Ocean Center – 103 A & B)	Livable Communities: Statewide Initiatives to Create Communities for All (Ocean Center – 101A)	“Come Ride With Me” – Ride Along From The Perspectives Of An Individual With A Disability (Ocean Center – 101B)
6:30pm to 7:00pm	CTD Reception (Hilton – Atlantic Avenue Prefunction)		
7:00pm to 9:00pm	CTD Awards Banquet (Hilton - Tomoka, Crystal & St Johns Ballrooms)		

Thursday, October 18, 2018

8:00am to 4:00pm	FTP Implementation Committee Meeting (Hilton)
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**Transportation Disadvantaged
Legislative Budget Request FY19-20**

Revenue Projection		Anticipated Expenses
HSMV (Reg. Fees)	22,402,113	Salaries & Benefits 936,781
HSMV (voluntary)	7,683	OP5 6,600
HSMV (parking permit)	361,080	Expenses 227,660
DOT (DDR)	3,000,000	Contracted Services 564,338
DOT (DPTO)	3,000,000	CTC Quality Assurance 220,000
DOT (DPTO)	1,400,000	Annual Training 30,000
DOT (Block Grant)	15,210,763	Five Year TD Plan 5,000
SB 1998	10,000,000	IT Support 83,200
Interest	300,000	Web Hosting 8,200
		Legal Support 10,000
		AOR Maintenance 57,938
		QA Planning 150,000
		<u>Total</u> 564,338
		Lease 3,830
		Grants & Aids 55,856,668
		Trip & Equipment (with Vol. 7,683) 52,724,048
		Planning 1,732,620
		Shirley Conroy Grant 1,400,000
		<u>55,856,668</u>
		Admin Fee 3,958
Total	55,681,639	57,599,835
	(1,918,196)	

Rule 41-2 with Updates Highlighted

41-2.006 Insurance, Safety Requirements and Standards.

(1) The Community Transportation Coordinator, shall ensure compliance with the minimum liability insurance requirement of ~~\$200,000~~ ~~\$100,000~~ per person and ~~\$300,000~~ ~~\$200,000~~ per incident, which are comparable to section 768.28(5), F.S., limits, for all transportation services purchased or provided for the transportation disadvantaged through the Community Transportation Coordinator. The Community Transportation Coordinator will indemnify and hold harmless the Local, State, and Federal governments and their entities, departments, and the Commission from any liabilities arising out of or due to an accident or negligence on the part of the Community Transportation Coordinator and all Transportation Operators under contract to them.

(3) Each Community Transportation Coordinator, and any Transportation Operators from whom service is purchased or funded by local government, state or federal transportation disadvantaged funds shall assure the purchaser of their continuing compliance with the applicable state or federal laws relating to drug testing (~~specifically, Section 112.0455, F.S.; Rule 14-17.012 and Chapters 59A-24 and 60L-19, F.A.C.; and 41 U.S.C. 701, 49 C.F.R., Parts 29 and 382, and 46 C.F.R., Parts 4, 5, 14 and 16~~).

41-2.012 Coordinating Board Structure and Duties.

(3) In addition to the Chairperson, except for multi-county Coordinating Boards which shall have as a representative an elected official from each county, including the Chairperson, one of whom shall be elected Vice-Chairperson, the following agencies or groups shall be represented on the Coordinating Board, in every county as voting members:

- (a) A local representative of the Florida Department of Transportation;
- (b) A local representative of the Florida Department of Children and Family Services;
- (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;
- (d) In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education;
- (e) A person recommended by the local Veterans Service Office representing the veterans of the county;
- (f) A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the county;
- (g) A person over sixty representing the elderly in the county;
- (h) A person with a disability representing the disabled in the county;
- (i) Two citizen advocate representatives in the county; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation;

- (j) A local representative for children at risk;
- (k) In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator;
- (l) A local representative of the Florida Department of Elderly Affairs;
- (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 Community Transportation Coordinator;
- (n) A local representative of the Florida Agency for Health Care Administration;
- (o) A local representative of the Agency for Persons with Disabilities;
- (p) A representative of the Regional Workforce Development Board established in chapter 445, F.S.; and
- (q) A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community based services, etc.

41-2.014 Grants Program.

(2) Types of Grants.

(c) Innovation and Service Development. Innovation and service development related grant funds may be awarded competitively to support projects that:

1. Enhance the access of older adults, persons with disabilities, and low income individuals to healthcare, shopping, education, employment, public services, and recreation;
2. Assist in the development, improvement, and use of transportation systems in non-urbanized areas;
3. Promote the efficient coordination of services;
4. Encourage private transportation provider participation.

(7) Distribution of Innovation and Service Development Grant Funds. Innovation and service development related grant funds will be awarded competitively to support such projects based upon available funding identified by the Commission.

(8) All grant applicants will provide their request for funds to the Commission no later than October 1 each year, unless otherwise approved by the Commission.

**HERNANDO/CITRUS
METROPOLITAN PLANNING ORGANIZATION
BOARD / COMMITTEE APPLICATION**

(Please type or print clearly.)

Name _____
(Your name must be listed as it appears on your driver's license)

THE FOLLOWING INFORMATION IS REQUIRED FOR COUNTY RECORDS AND BECOMES PUBLIC RECORD UPON SUBMITTING THIS APPLICATION. IF YOU BELIEVE THAT YOU QUALIFY FOR AN EXEMPTION TO THE RELEASE OF THIS INFORMATION, PURSUANT TO F.S. 119.07, PLEASE STATE THE BASIS OF YOUR EXEMPTION.

Are you a resident of Hernando County? _____ **Citrus County?** _____ **For how long?** _____

Do you reside within the city limits of Brooksville? _____ **Crystal River?** _____ **Inverness?** _____

Physical Address _____ **City** _____ **Zip** _____

Mailing Address (if different) _____ **City** _____ **Zip** _____

Telephone (home) _____ (business/other) _____ **Email** _____

Education _____
(Please include any certificates, awards, diplomas, degrees, professional license numbers, etc.)

Present Employment _____

These committees may require travel outside of your county of residence. Are you willing to travel to Hernando or Citrus Counties as necessary to remain active and keep current on committee issues and participate in meetings? _____

Have you ever been convicted, plead guilty or no contest, or entered into PTI for a felony or 1st/2nd degree misdemeanor?

(Answering yes does not automatically disqualify you for consideration)

If yes, what charges? _____

Are you currently involved as a defendant in a criminal case? _____

If yes, what charges? _____

Have you ever been named as a defendant in a civil action suit? _____

If yes, when and describe action _____

Please state your reasons for applying to this Board/Committee: _____

Please list three references, including addresses, phone numbers and email address.

1. _____

2. _____

3. _____

I hereby request consideration as a board/committee appointee. It is my intention to familiarize myself with the duties and responsibilities of the office to which I may be appointed, and to fulfill the appointment to the best of my ability, exercising good judgment, fairness, impartiality, and faithful attendance. I also agree to file a Financial Disclosure form as required by State law, if applicable, and abide by the provisions of the State Sunshine Law.

APPLICANT'S SIGNATURE _____ **DATE** _____

POSITION APPLYING FOR: _____ (ALL POSITIONS ARE STRICTLY VOLUNTARY)

_____ **BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC)** – 2 year term, 11 members

_____ **CITIZENS ADVISORY COMMITTEE (CAC)** – 2 year term, 11 members

_____ **HERNANDO COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB)** – 3 year term, 17 members (some positions require agency participation.)

Completed applications may be submitted to the Hernando/Citrus MPO, 1661 Blaise Drive, Brooksville, Florida 34601, email mpo@hernandocounty.us, or fax to 352-754-4420.

AGENDA ITEM F

F. TRANS HERNANDO – Michelle Hale (Report)

Attachment: Trans Hernando Quarterly Report - Fiscal Period July 1, 2018 through September 30, 2018.

COMMUNITY TRANSPORTATION FOR DISADVANTAGED REPORT

Hernando County, Florida

**Quarterly System Report for Fiscal Period
JULY 1, 2018 THROUGH JUNE 30, 2019**

PREPARED FOR:

Hernando County Transportation Disadvantaged Coordinating Board

PREPARED BY:

TRANS HERNANDO

Mid Florida Community Services, Inc.

Phone (352) 799-1510 Email: Transit1@mfc.us.com

INTRODUCTION

Introduction to Hernando County's Transportation Disadvantaged System:

Trans Hernando, a department within Mid Florida Community Services, Inc., operates as the Community Transportation Coordinator (CTC) for the Transportation Disadvantaged program in Hernando County. As the coordinator, Trans Hernando has the responsibilities to provide transportation to all Hernando County residents in a safe and cost effective manner. System priorities, established by members of a Local Coordinating Board, include the provision of transportation county-wide for medical, nutritional, educational, work, and recreational trips, respectively. Services are for senior citizens (over 60), physically or mentally challenged individuals, and economically or transportation disadvantaged individuals .

The system utilizes a shared ride multi-load approach with guaranteed arrival times to rider destinations. Because many citizens are wheelchair bound, all service fleet vehicles are equipped and in compliance with American with Disabilities Act (ADA) recognized wheelchair lifts and securement devices. Trans Hernando provides physically challenged individuals equal service, appointment guarantees, and fare box fees.

Fare Box Fees:

Non sponsored clients are required to pay a fare box fee. Individual fare box fee is \$5.00 per one way trip. Reduced fare box fees are available and can be applied for by individuals to offset financial hardships.

Office Hours:

Office hours are Monday through Friday from 6:00 a.m. to 4:30 p.m. except County recognized holidays.

Service Hours-Transportation Disadvantaged:

Transportation Disadvantaged service hours are Monday thru Friday from 6:00 a.m. to 3:00 p.m. except for county recognized holidays.

Scheduling Hours:

Scheduling is provided by telephone Monday thru Friday, excluding County recognized holidays.

by calling (352) 799-1510 between the hours of 7:30 a.m. and 4:00 p.m.

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2018 through June 30, 2019**

<i>Month</i>		<i>Jul-18</i>	<i>Aug-18</i>	<i>Sep-18</i>	<i>Oct-18</i>	<i>Nov-18</i>	<i>Dec-18</i>	<i>Jan-19</i>	<i>Feb-19</i>	<i>Mar-19</i>	<i>Apr-19</i>	<i>May-19</i>	<i>Jun-19</i>	<i>TOTAL</i>
Work Days		21	23	19	22	19	19	21	19	21	21	22	20	247
Overview of Total Trip Requests	Total incoming calls received	3353	4151	3134										10,638
	Average number calls received per day	160	180	120										
	Total trip requests received	1752	2090	1761										5,603
	Total cancelled trips	324	331	290										945
	Total ASAP Trips	33	32	27										92
	Total NS trips	22	29	25										76
	Total trip requests provided	1537	1730	1419										4,686
% of Trip Requests Provided	87.7%	82.8%	80.6%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!				
% of Trip Requests Cancelled	18.5%	15.8%	16.5%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!				
% of No Show Trip Requests	1.3%	1.4%	1.4%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!				

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2018 through June 30, 2019**

<i>Month</i>	<i>Jul-18</i>	<i>Aug-18</i>	<i>Sep-18</i>	<i>Oct-18</i>	<i>Nov-18</i>	<i>Dec-18</i>	<i>Jan-19</i>	<i>Feb-19</i>	<i>Mar-19</i>	<i>Apr-19</i>	<i>May-19</i>	<i>Jun-19</i>	<i>TOTAL</i>
Work Days	21	23	19	22	19	19	21	19	21	21	22	20	247
REASON FOR UNPROVIDED REQUESTS													
% of Trip Requests unable to Provide	1.14%	2.01%	0.40%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			
Same day Request	12	32	0										44
Out-of-county request	3	2	0										5
Stretcher	2	1	0										3
Holiday/Weekend	0	5	4										9
Before 8 a.m./after 3:00 p.m. appointments	3	2	3										8
Total Unprovided	20	42	7	0	0	0	0	0	0	0			69
TRIP PURPOSE	Medical	1,048	1,217	1,007									3,272
	Nutritional/Shop	344	357	279									980
	Connector	0	0	0									0
	Education	0	8	15									23
	Employment	75	82	67									224
	Other	70	66	51									187
	Total	1,537	1,730	1,419	0	0	0	0	0	0	0	0	0

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2018 through June 30, 2019**

		<i>Month</i>	<i>Jul-18</i>	<i>Aug-18</i>	<i>Sep-18</i>	<i>Oct-18</i>	<i>Nov-18</i>	<i>Dec-18</i>	<i>Jan-19</i>	<i>Feb-19</i>	<i>Mar-19</i>	<i>Apr-19</i>	<i>May-19</i>	<i>Jun-19</i>	<i>TOTAL</i>
		Work Days	21	23	19	22	19	19	21	19	21	21	22	20	247
TRIP TYPE	Elderly (Over 60)	1,269	1,448	1129											3,846
	Adult	268	282	290											840
	Child (Under 16)	0	0	0	0	0	0	0	0	0	0	0			0
	Total	1,537	1,730	1,419	0	0	0	0	0	0	0	0	0	0	4,686
TRIP MODE	AMBI	791	610	537											1,938
	WHLI & SCOI	746	1,120	882											2,748
	AMBO	0	0	0											0
	Total	1,537	1,730	1,419	0	0	0	0	0	0	0	0	0	0	4,686
UNDUPLICATED COUNT	Elderly (Over 60)	197	203	198											598
	Percent %	85.7%	86.0%	85.3%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			85.7%
	Adult	33	33	34											100
	Percent %	14.3%	14.0%	14.7%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			14.3%
	Child (Under 17)	0	0	0	0	0	0	0	0	0	0	0			0
	Percent %	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			0%
	Total	230	236	232	0	0	0	0	0	0	0	0	0	0	698
NO SHOW, BY PROGRAM	CTD - T&E	15	21	21											57
	CTD - MEG	3	6	3											12
	DOEA	4	2	1											7
	Total No Shows	22	29	25	0	0	0	0	0	0	0	0	0	0	76

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2018 through June 30, 2019**

	<i>Month</i>	<i>Jul-18</i>	<i>Aug-18</i>	<i>Sep-18</i>	<i>Oct-18</i>	<i>Nov-18</i>	<i>Dec-18</i>	<i>Jan-19</i>	<i>Feb-19</i>	<i>Mar-19</i>	<i>Apr-19</i>	<i>May-19</i>	<i>Jun-19</i>	<i>TOTAL</i>	
	Work Days	21	23	19	22	19	19	21	19	21	21	22	20	247	
OPERATING DATA	Suspended	0	0	0	0	0	0	0	0	0	0	0	0	0	
	System Miles	18078	20228	16819										55,125	
	Revenue Miles	15272	17030	13929										46231	
	Average System Miles per trip	11.8	11.7	11.9	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	11.8
	Average Revenue Miles per trip	9.9	9.8	9.8	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	9.9
	Average Rides per Day	73.2	75.2	74.7											
	System Hours	1022	1153	934											3,110
	Revenue Hours	864	975	796											2,635

COMPLIMENTS/COMPLAINTS

		Month	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	TOTAL	
		Work Days	21	23	19	22	19	19	21	19	21	21	22	20	TOTAL	
TRANS HERNANDO	COMPLIMENT	Driver	3												3	
		Vehicle	1													1
		Service	3													3
		Policy	0													0
		Other	0													0
	COMPLAINT	Driver	0													0
		Vehicle	0													0
		Service	0													0
		Policy	0													0
		Other	0													0

BREAKDOWNS/ACCIDENTS

		Month	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	TOTAL	
		Work Days	21	23	19	22	19	19	21	19	21	21	22	20	TOTAL	
TRANS HERNANDO	TOWS	0	2	1											0	
	ROAD CALLS	0	0	0											0	
	INCIDENT & ACCIDENTS	CHARGEABLE	0	0	0											0
		NON-CHARGEABLE	0	0	0											0

AGENDA ITEM G

E. PLANNING AGENCY – Steve Diez, Transportation Planner

1. Grievance Committee Appointments

This committee meets on an as-needed basis to address service policy issues. Only voting members of the TDLCB may be appointed to the Grievance Committee.

Staff Recommendation: Appoint two (2) members of the TDLCB to the Grievance Committee.

Attachment: Grievance Committee Roster

2. 2019 TDLCB Meeting Schedule

In order to maintain the due dates for the Community Transportation Coordinator (CTC) and Planning Agency deliverables, we are proposing the following dates for the TDLCB meeting schedule for the 2019 calendar year:

- February 13
- May 22
- September 11
- November 13

The TDLCB meeting location for 2019 will be held at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville.

Attachment: Meeting Location Map

Staff Recommendation: Approve the 2019 TDLCB meeting schedule.

**TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD
(TDLCB)**

GRIEVANCE COMMITTEE

All current members were appointed/reappointed by the TDLCB Board at its meeting of February 28, 2018.

VOTING MEMBER/Address	APPT DATE/TERM EXP
Tony Graham Hernando County Veteran Services 7479 Forest Oaks Boulevard Spring Hill, FL 34606 Phone: 754-4033 Email: tgraham@hernandocounty.us	AD: 2/14 TE: N/A
Robert Bradburn Florida Department of Children & Family Services 661 S. Broad Street Brooksville, FL 34601 Phone: 754-6640 Email: Robert.Bradburn@myflfamilies.com	AD: 1/16 TE: N/A
Michelle Hale Mid Florida Community Services 1122 Ponce De Leon Boulevard Brooksville, FL 34601 Phone: 799-1510 Email: mhale@mfc.us.com	AD: 5/17 TE: N/A
Carlene Riecse Hernando/Citrus MPO 1661 Blaise Drive Brooksville, FL 34601 Phone: 754-4082, ext. 28010 Email: criecss@co.hernando.fl.us	AD: 2/18 TE: N/A
Aaron Lounsberry Florida Agency for Health Care Administration 525 Mirror Lake Drive Saint Petersburg, FL 33701 Phone: 727-552-1921 Email: aaron.lounsberry@ahca.myflorida.com	AD: 1/16 TE: N/A

