

**HERNANDO COUNTY
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD**

Wednesday, May 22, 2019 – 10:10 A.M.

MEETING LOCATION: Hernando County Building Division Training Facility, 1661 Blaise Drive,
Brooksville, Florida.

AGENDA

- A. CALL TO ORDER**
- B. APPROVAL/MODIFICATION OF AGENDA** (Limited to Board and Staff comment only.)
- C. REVIEW/APPROVAL OF MINUTES – FEBRUARY 13, 2019**
- D. CORRESPONDENCE/INFORMATION ITEMS** – Carlene Riecss, Transportation Planner III
 - 1. CTD Meeting Agenda
 - 2. Committee Vacancies
 - 3. Transportation Disadvantaged Administrative Grant
 - 4. Committee Presentation/Update
- E. VETERANS AFFAIRS** –Tony Graham (Verbal report)
- F. TRANS HERNANDO** – Miranda Maldonado (Report)
- G. ACTION ITEMS**
 - 1. Local Coordinating Board Survey of the Official Planning Agency
- H. CITIZENS COMMENTS** (Yellow sheets are not required for speakers.)
- I. ADJOURNMENT and NEXT MEETING** – The next Transportation Disadvantaged Local Coordinating Board (TDLCB) meeting is scheduled for Wednesday, September 11, 2019 beginning at 8:00 a.m., at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, Florida.

The meeting agenda and back-up materials are available online at:
www.hernandocounty.us/hernandocitrusmpo.

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 will need a record of the proceeding, and that, for such purpose, 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 – FEBRUARY 13, 2019

The minutes from the Transportation Disadvantaged Local Coordinating Board's meeting of February 13, 2019, are attached for your review and approval.

**HERNANDO COUNTY
TRANSPORTION DISADVANTAGED
LOCAL COORDINATING BOARD
Minutes of the February 13, 2019 Regular Meeting**

DRAFT

The Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) held a public meeting on February 13, 2019, at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, Florida.

MEMBERS PRESENT:

John Allocco, TDLCB Chairman
Elizabeth Watson, Persons with Disabilities Agency
Verene Kurtz, Hernando County Resident, Disabled
Penelope Barnard, Florida Agency for Health Care Administration
Kevin Bargerstock, Florida Division of Vocational Rehabilitation
Denise Clark, Public Education Community
Kathleen Winters, Local Representative Medical Community
John Eberle, Regional Workforce Development Board
Robert Bradburn, Florida Department of Children & Family Services
Benita Dixon, Private for Profit Transportation
Tony Graham, Hernando County Veterans Services

MEMBERS ABSENT:

Joe DeGeorge, Hernando County Transit
Dave Newell, Florida Department of Transportation

OTHERS PRESENT:

Steve Diez, MPO Executive Director
Carlene Riecss, Transportation Planner III
Colleen Conko, Administrative Assistant II
Miranda Maldonado, Trans Hernando

CALL TO ORDER:

Chairman Allocco called the meeting to order at 10:00 a.m.

A quorum was declared.

Mr. Eberle led the Pledge of Allegiance.

TDLCB members and staff introduced themselves.

ANNUAL ELECTION OF OFFICERS AND APPOINTMENTS:

Election of 2019 Vice-Chairman

Chairman Allocco opened nominations for the TDLCB Vice-Chairperson.

Ms. Winters volunteered to serve as Vice-Chairperson to the Hernando County TDLCB.

No further nominations were made.

Motion: *Ms. Dixon moved to approve Ms. Winters as Vice-Chairperson to the Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB). Ms. Clark seconded, and the motion carried unanimously.*

Committee Membership Appointments/Reappointments

Ms. Riecss reported the current members of the Policy and Procedures Committee and the Grievance Committee members.

It was noted that the current committee members were all in agreement to be reappointed on the Policy and Procedures Committee and Grievance Committee.

Motion: *Ms. Kurtz moved to approve the reappointment of the Policy and Procedures Committee and the Grievance Committee members as presented. Ms. Clark seconded, and the motion carried unanimously.*

APPROVAL/MODIFICATION OF AGENDA:

Motion: *Ms. Winters moved to approve the February 13, 2019, TDLCB Meeting Agenda as presented. Mr. Bargerstock seconded, and the motion carried unanimously.*

REVIEW/APPROVAL OF MINUTES – NOVEMBER 14, 2018:

Motion: *Mr. Graham moved to approve the November 14, 2018, TDLCB Meeting Minutes as presented. Ms. Winters seconded, and the motion carried unanimously.*

CORRESPONDENCE/INFORMATION ITEMS:

CTD Business Meeting Agenda

Ms. Riecss provided the TDLCB with an overview of the Commission for the Transportation Disadvantaged (CTD) December 20, 2018, Business Meeting Agenda.

CTD 2018 Annual Performance Report – Highlights

Ms. Riecss reported that at the CTD submitted their annual performance report for the State that included the potential transportation disadvantaged population and statistics from the Community Transportation Coordinator (CTC) and State.

Committee Vacancies

Ms. Riecss introduced Ms. Elizabeth Watson as the new Persons with Disabilities Agency representative. She reported the following existing TDLCB vacancies:

- Florida Association for Community Action
- Hernando County, Public Transit User
- Local Representative Children at Risk
- Florida Department of Elderly Affairs

Ms. Riecss stated that an application has been received for the Hernando County Transit User position.

It was noted that board/committee applications are available on the Hernando/Citrus Metropolitan Planning Organization (MPO) website.

Presentation/Update – Denise Clark – (Public Education Community)

Ms. Clark provided the TDLCB with an overview of what the Hernando County school transportation system provides for the transportation disadvantaged during emergency evacuations. She noted that during evacuations, the school district works with the Emergency Operations Center to help with the transportation of individuals with special needs. Ms. Clark reported that the school transportation system is able to utilize all of school buses and that ten to twelve of the buses are equipped with wheelchairs.

Ms. Clark reported that volunteers for emergency evacuations and shelters must take the National Incident Management System (NIMS) training for certification. She noted that volunteers are then given a certificate from FEMA.

Ms. Clark stated that there are students in the Hernando County school system with special needs. She noted that the students are transported by bus into the community in order to go shopping and/or do needed daily activities. Ms. Clark stated that these students will require transportation disadvantaged services in the future.

Mr. Diez noted that Trans Hernando has services available during emergency evacuations to help transport the disadvantaged to shelters.

Mr. Diez asked for a volunteer to speak at the May TDLCB meeting about how their agency provides services to the transportation disadvantaged. It was noted that Ms. Winters volunteered.

VETERANS AFFAIRS:

It was noted that Mr. Graham had no agency update to report. He introduced Ms. Holly Ferguson who will serve as the alternate at TDLCB meetings when he is unable to attend.

Chairman Allocco asked Mr. Graham about the type of services Veterans Affairs provides the transportation disadvantaged. Mr. Graham responded that the service has shuttle vans that transport veterans to and from the James A. Haley Veteran's Medical Center located in Tampa.

TRANS HERNANDO:

Ms. Maldonado reported that Joel Mendez will now be the Route Supervisor for Trans Hernando and that she will Community Transportation Coordinator (CTC).

PLANNING AGENCY:

Mr. Diez reported that the Transportation Disadvantaged Service Plan (TDSP) will be provided at the next TDLCB meeting for review and approval. He noted that the TDSP includes the policies and procedures for how services are provided to the transportation disadvantaged in Hernando County. Mr. Diez stated that this plan is the guide for CTC's throughout the state.

It was noted that Ms. Barnard arrived at the meeting.

Discussion ensued regarding state legislation and health care plans for the transportation disadvantaged.

Chairman Allocco asked Mr. Diez and Ms. Riecss to report back to him regarding any needs/issues of the TDLCB and/or other boards.

Ms. Riecss reported that there was a recent issue regarding an agency that does not have enough staff to attend TDLCB meetings. She noted that agencies may only be represented by agency employees.

FY 2020 – FY 2029 Hernando County Transit Development Plan (TDP) Update

Mr. Diez reported that the Transit Development Plan (TDP) is a plan for the transit system, TheBus (Hernando County). He noted that the plan is administered through the Planning Department and Board of County Commissioners (BOCC).

Mr. Diez stated that the MPO helps coordinate the ten-year TDP. He noted that Hernando County's TDP is being updated this year, and Citrus County will update their plan next year, 2020.

CITIZENS COMMENTS:

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

ADJOURNMENT and NEXT MEETING:

It was announced that the next TDLCB Annual Public Hearing and the next TDLCB Regular Meeting are scheduled for Wednesday, May 22, 2019, beginning at 10:00 a.m., and 10:15 a.m., respectively, at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, Florida.

The Meeting Minutes from the February 13, 2019 TDLCB Meeting are anticipated to be approved on May 22, 2019.

John Allocco, TDLCB Chairman

cvc

D. CORRESPONDENCE/INFORMATION ITEMS – Carlene Riecss, Transportation Planner III

1. CTD Meeting Agenda

Attached is the Commission for the Transportation Disadvantaged (CTD) business meeting of March 19, 2019. The full agenda packet can be found on the CTD's website at:

<https://ctd.fdot.gov/docs/MeetingPackages/2019Meetings/MeetingPackage03192019.pdf>.

Attachment: March 19, 2019 CTD Business Meeting Agenda

2. Committee Vacancies

Current vacancies on the TDLCB include:

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

Applications are available from the MPO website, the Planning Department, and/or the County Administrator's office.

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

3. FY 2019/20 Transportation Disadvantaged Grant

The Commission for the Transportation Disadvantaged provides grant funding on an annual basis for the administrative costs associated with the TD program. The Hernando County allocation for FY 19/20 is \$23,222. The Hernando/Citrus MPO is the designated planning agency for the Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB), as such, the application for funding requires MPO approval. The application will be scheduled on the MPO's June 18, 2019, meeting.

Attachment: PL Grant Allocations & Grant application

4. Committee Presentation/Update

A brief presentation will be made by Ms. Kathleen Winters, Local Representative Medical Community.

COMMISSION FOR THE TRANSPORTATION DISADVANTAGED



Business Meeting Agenda
March 19, 2019
2:00 PM until Completion
Florida Department of Transportation
Burns Building- Auditorium
605 Suwannee Street
Tallahassee, Florida 32399

Marion Hart, Chairman
Dr. Phillip Stevens, Vice-Chairman
Mike Willingham, Commissioner
Dr. Robin Tellez, Commissioner

Dial-In Number: 888-585-9008
Conference Code: 260444834

Item #	Agenda Item	Speaker(s)
I.	Call to Order	Chairman Hart
II.	Introduction of Commissioners and Advisors	Commissioners and Advisors
III.	Department of Transportation Secretary Welcome	Secretary Kevin Thibault
IV.	Memorials for Becki Forsell and Ray Anderson	Steve Holmes
V.	Commissioner and Advisor Reports	Commissioners and Advisors
VI.	Commission Staff Recognition	Steve Holmes
VII.	Public Comments (Comments limited to the current agenda items)	Public
	Action Items	
VIII.	Approval of Minutes <ul style="list-style-type: none">• October 15, 2018• December 20, 2018	Chairman Hart
	Information Items	
IX.	Advantage Ride	Travis Snellings, UZURV
X.	Clay County Community Transportation Coordinator Update	Lisa Darnall, Vice President Transit Operations Jacksonville Transportation Authority
XI.	Transportation Response to and Survival of Hurricane Michael	Sharon Peeler, JTrans
XII.	CTD Data Collection System Update	Dan Zeruto, CTD
XIII.	Executive Director Report <ul style="list-style-type: none">• Fiscal Year 2019-20 Proposed Budget• Quality Assurance Review Schedule	Steve Holmes

- Grant Due Dates
- CTD Meeting Schedule

XIV.	Public Comments	Public
XV.	Commissioner and Advisor Comments	Commissioners and Advisors
XVI.	Adjournment	Chairman Hart

Next Meeting: June 3, 2019 –Tampa, FL

When operating under Florida’s Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes. A comment card for each speaker is required, and this limits public comment to five (5) minutes per speaker.

In accordance with the Americans with Disabilities Act (ADA), and Chapter 286.26, Florida Statutes, persons in need of special accommodation to participate in the meeting (including an agenda) shall contact our office, at least 48 hours before the meeting by email at julia.blanchard@dot.state.fl.us or by the following listed below:

Commission for the Transportation Disadvantaged
 605 Suwannee Street, MS-49
 Tallahassee, FL 32399-0450
 (850) 410-5703 or (800) 983-2435
 (850) 410-5708 (TDD/TTY).

This meeting is subject to change upon the chairman’s request.

AGENDA ITEM F

F. TRANS HERNANDO – Miranda Maldonado (Report)

Attachment: Quarterly System Report for Fiscal Period January 1, 2019 through March 31, 2019

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	1	1	0	2	4	3	1	3				18
		Vehicle	1	0	1	0	2	1	0	0	0				5
		Service	3	0	1	0	0	1	0	1	2				8
		Policy	0	0	0	0	0	0	0	0	0				0
		Other	0	0	0	0	0	0	0	0	0				0
	COMPLAINT	Driver	0	0	3	0	1	0	0	1	2				7
		Vehicle	0	0	0	0	0	0	0	0	0				0
		Service	0	0	0	0	1	0	0	1	1				3
		Policy	0	0	1	0	0	1	2	0	0				4
		Other	0	0	0	0	0	0	0	1	0				1

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	1	0	0	1	0	0				0	
	ROAD CALLS	0	0	0	0	0	0	0	0	0				0	
	INCIDENT & ACCIDENTS	CHARGEABLE	0	0	0	0	0	0	0	0	0				0
		NON-CHARGEABLE	0	0	0	0	0	1	0	0	0				0

AGENDA ITEM G

G. ACTION ITEMS

Local Coordinating Board Survey of the Official Planning Agency

In accordance with Rule 41-2 F.A.C., the Transportation Disadvantaged Local Coordinating Board (TDLCB) is required to annually complete the attached one-page survey of the Official Planning Agency. The TDLCB members are requested to turn in their completed survey to staff.

Attachment: Local Coordinating Board Survey of the Official Planning Agency

LOCAL COORDINATING BOARD SURVEY OF THE
OFFICIAL PLANNING AGENCY

Planning Agency: _____ Date: _____
 County (ies) Served: _____ LCB Member Name: _____
 Date Survey Completed: _____

1. Please rate the Official Planning Agency's performance on the following Coordinating Board Responsibilities:

<u>SUFFICIENT</u>	<u>INSUFFICIENT</u>	
_____	_____	Assistance in the scheduling of meetings
_____	_____	Training board members
_____	_____	Evaluating cost effectiveness
_____	_____	Reviewing the local TDSP
_____	_____	Preparing, duplicating and distributing meeting packets
_____	_____	Other administrative duties & costs, as appropriate

Do you feel the Official Planning Agency provides the LCB with sufficient staff support and resources to enable the Coordinating Board to fulfill its responsibilities as set forth in Chapter 427, F.S.? _____ yes _____ no

2. Does the Planning Agency staff give two weeks' notice of the date, time, location, and proposed agenda for *local Coordinating Board meetings* to local Coordinating Board members? _____ always _____ usually _____ sometimes _____ never
3. Does the Planning Agency staff have the agenda materials available and delivered to the LCB members no less than one week in advance of the meeting? _____ always _____ usually _____ sometimes _____ never
4. Does the Planning Agency staff give LCB members and others one week notice, if possible, of the date, time, location, and proposed agenda for local Coordinating Board *committee meetings* and *emergency meetings*? _____ always _____ usually _____ sometimes _____ never
5. Do you attend LCB meetings? _____ always _____ usually _____ sometimes _____ never
6. Are there any areas in which the Planning Agency could improve? _____ yes _____ no
 If yes, please specify by using the back of this survey, or attach a separate page.
7. Are you satisfied with the job performance of the Planning Agency? _____ yes _____ no
8. Does the group you represent benefit from your participation as a member of the LCB?
 _____ yes _____ no Comments:
9. Are there any areas where the Commission can assist in improving the work of the planning agencies and the LCB? _____ yes _____ no If yes, please specify by using the back of this survey, or attach a separate page.

COMMUNITY TRANSPORTATION COORDINATOR'S SURVEY OF THE
PLANNING AGENCY

Planning Agency _____ Date _____

County (ies) Served _____

1. Has the planning agency provided technical assistance, as needed, within budget/staff/schedule availability? _____ yes _____ no If no, please explain.

2. Did the PA provide an adequate amount of technical assistance to meet your needs? _____ yes _____ no If no, please explain.

3. Does the planning agency ensure CTC activities are consistent with local comprehensive planning activities? _____ yes _____ no If no, please explain.

4. Were you involved, with the LCB and planning agency, in the development of the new Transportation Disadvantaged Service Plan (TDSP)? _____ yes _____ no

5. Have you experienced any problems with the planning agency? _____ yes _____ no
If yes, please explain.

6. Overall, are you satisfied with the job performance of the planning agency?
_____ yes _____ no

7. Are there any areas in which the planning agency could improve? _____ yes _____ no
If yes, please explain.