

Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) Regular Meeting

Thursday, August 12, 2021, at 10:30 a.m.

MINUTES

The Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) held a public meeting on August 12, 2021, in-person at the Citrus County Transit building. The meeting was advertised in the Citrus Chronicle and the agenda was available on the MPO Website.

MEMBERS PRESENT:

Ruthie Davis Schlabach, Citrus County Commissioner, Chair
Deirdre Barrett-LaBelle, Local Alternate Children at Risk
Stephen Brown, Citrus County Resident, Disabled
Christine Mestrovich, Career Source, Regional Workforce Development Board
Tracy Noyes, Florida Department of Transportation
Walter “Bud” Osborn, Citrus County Veterans Services
Elizabeth Watson, Persons with Disabilities Agency

MEMBERS ABSENT:

Jeffrey Aboumrad, Florida Division of Vocational Rehabilitation
Cara Brunk, Florida Department of Elder Affairs
William Burda, Citrus County Citizen Advocate
David Douglas, Citrus County, Public Transit User
Marilyn Farmer, Public Education Community
Terence Garrity, Private For-Profit Transportation
Beverly Isabelle, Daystar Life Center
Katie Lucas, Local Representative Medical Community
Yvonne Perez, Florida Agency for Healthcare Administration
Ginger West, Florida Association for Community Action

OTHERS PRESENT:

Cayce Dagenhart, Transportation Planner II
Barb Branch, Key Center
Heather Floury, resident
Joanne Granger, Citrus County Transit Director
Erin Kluis, Citrus County Grant Administration
Carlene Riecse, Transportation Planner III
Terri Saenz, Administrative Assistant III

A. CALL TO ORDER

- Chair Davis- Schlabach called the meeting to order at 10:31 a.m. and welcomed new members Bud Osborne, Yvonne Perez and Victoria Anderson to the board.
- Notice of Meeting publication was read into the record.
- A quorum was declared.

B. APPROVAL/MODIFICATION OF AGENDA (LIMITED TO BOARD AND STAFF COMMENT)

Motion: A Motion to approve the agenda was made by Mr. Stephen Brown and seconded by Mr. Bud Osborne. The motion passed 7-0.

C. REVIEW OF MINUTES

1. Regular Meeting Minutes May 20, 2021

Motion: A motion to approve the draft minutes from May 20, 2021, was made by Ms. Tracy Noyes and seconded by Mr. Osborne. The motion passed 7-0.

2. Annual Public Workshop Minutes May 20, 2021

Motion: A motion to approve the draft minutes from May 20, 2021, was made by Ms. Deirdre Barrett-LaBelle and seconded by Ms. Chris Mestrovich. The motion passed 7-0.

D. CORRESPONDENCE / INFORMATION ITEMS

1. Commission for the Transportation Disadvantaged (CTD)

Ms. Cayce Dagenhart explained that the agenda from the June 3, 2021, CTD business meeting agenda is included in the packet.

2. Annual CTD Workshop

Ms. Dagenhart stated that the Florida Commission for the Transportation Disadvantaged (CTD) 2021 Annual Conference Event will be held in Daytona Beach Florida, October 24-27. The CTD conducts these annual workshops for Transportation Disadvantaged partners to provide information regarding any changes or developments in the TD program. Staff members from the MPO and CTC attend this workshop, and any information of interest will be provided to the LCB at the November 18, 2021, meeting.

3. Meeting Discussion

The board discussed the meeting calendar and meeting location for 2022. Ms. Carlene Riecss stated that moving the meeting location to Room 166 in the Government Center on Sovereign Path would provide more room for social distancing and has video conferencing equipment installed in the room. This would allow the LCB to offer a more professional online participation opportunity.

Ms. Riecss reminded the members that the meeting still cannot be conducted entirely via online video conferencing since the quorum regulations that require in-person attendance

are applicable unless the governor issues an Emergency Order suspending that requirement, or until such time as the Florida Legislature changes the law.

The board members agreed that the move would be fine with them, that they liked the idea of having more of the public able to participate virtually and were in favor of more room.

Result: The 2022 LCB meetings will be scheduled to take place at 3600 W. Sovereign Path, Room 166, Lecanto, Florida 34461.

4. **Quarterly Report – Joanne Granger**

Ms. Joanne Granger provided the members with a synopsis of the Citrus Transit TD quarterly report. The number of trips jumped up in June when people started feeling more comfortable going out in public once again. The Orange Line was restarted this week. This will affect the ability to provide service for the TD citizens for a short while because of the number of busses back on the route and the drivers assigned to them.

Monthly Trips:

- April - 2,375
- May: 2,314
- June 2,869

5. **Key Training Center – Barb Branch**

Ms. Barb Branch stated that the Key Training Center is preparing for tri-annual review by FDOT which is happening on August 31, 2021. COVID-19 numbers for the Key Training Center, like Citrus County, are rising. There are several homes that are in quarantine. This has impacted transportation for One Bay because it limits the number of people that can be on a vehicle at one time, thus reducing the number of trips that can be provided.

A new 16 passenger vehicle with a lift is being delivered; this will replace a 15 year old vehicle in the fleet which is spending a lot of time in the shop for repairs due to age and wear and tear. There is a significant struggle to find drivers with a CDL license, in fact there have been no CDL licensed drivers who have applied for the open driver positions. Three (3) drivers with Key Training Center have died from COVID-19 in this past year.

There are currently two (2) CDL drivers, the Center usually has nine (9). Significant numbers of drivers are still testing positive for COVID, which is impacting the services the Center can provide. The Key Center is down to approximately 50% staffing levels all around. CDL drivers are needed, because of vehicle size.

E. ACTION ITEMS

1. **Actual Expenditure Report for Fiscal Year 2020-2021**

Each year Planning Agencies are required to report actual expenditures of transportation disadvantaged funds to the Commission. These funds should include local and direct federal funds. The AER must be submitted to the CTD by September 15, 2021. The Chair opened the meeting for public comment. Hearing none, the public comment period was closed.

Motion: A motion to approve the Actual Expenditure Report (AER) for FY 2020-2021 for submittal to the CTD was made by Ms. Barrett-LaBelle. The motion was seconded by Ms. Noyes and passed 7-0.

2. Meeting Start Time for November

Ms. Riecss explained that Florida Department of Transportation had requested that the Hernando/Citrus MPO schedule a Board meeting in November. The date that could accommodate everyone is November 18, 2021; this Board is also scheduled to meet on November 18, 2021.

MPO Staff requested that the meeting time for this LCB be moved from 10:30 a.m. to 10:00 a.m. to allow staff to have adequate time to set up for the MPO Board Meeting before 1:30 p.m. The Chair opened the meeting for public comment. Hearing none, the public comment period was closed.

Motion: A motion to change the meeting time for November 18, 2021, from 10:30 a.m. to 10:00 a.m. was made by Mr. Osborne and seconded by Mr. Stephen Brown. The motion passed 7-0.

3. Transportation Disadvantaged Services Application – revision Draft

Citrus Transit is proposing to update the TD service application form by reducing the amount of information that is required on the form, reducing the number of pages from two (2) to one (1); Also, one (1) form will be applicable to one (1) person instead of one (1) household. Eligibility criteria remains unchanged. The board expressed an interest in finding out the requirements established by the BOCC to qualify for Transportation Disadvantaged services and wanted to discuss updating those requirements if it is needed. Ms. Granger responded that she would gather that information for the LCB.

The Chair opened the meeting for public comment. Hearing none, the public comment period was closed.

Motion: A motion was made to change the TD Services application per Citrus Transit's request by Ms. Barrett-LaBelle and seconded by Mr. Osborne. The motion passed 7-0.

F. CITIZEN COMMENTS

The Chair opened the floor for general citizen comments. No comments were offered, and the Chair closed the public comment period.

G. ADJOURNMENT AND NEXT MEETING:

The Chair adjourned the meeting, stating that the next regular meeting of the LCB is scheduled for Thursday, November 18, 2021, at 10:00 a.m. at the Citrus County Transit Center, 1600 Lecanto Highway, Lecanto, FL