



**Hernando County Transportation Disadvantaged Local Coordinating Board
Wednesday, February 9, 2022 at 10:00 a.m.**

MEETING LOCATION:

Hernando County Building Training Facility, 1661 Blaise Drive, Brooksville, FL

AGENDA

A CALL TO ORDER

1. Moment of Silence
2. Pledge of Allegiance
3. Introduction of Committee Members and Staff
4. Declaration of Quorum / Reading of the Public Notice into the public record.

B APPROVAL/MODIFICATION OF AGENDA

(Limited to Board and Staff comment only)

C REVIEW/APPROVAL OF MINUTES – 11/17/2021

D. CORRESPONDENCE/INFORMATION ITEMS

1. Member Conflict of Interest
2. Vacant Positions
3. Quarterly Report

E. ACTION ITEMS

1. Election of a Vice-Chair
2. By-laws Adoption

F CITIZEN COMMENTS

G COMMITTEE MEMBER COMMENTS/UPDATES

1. Cara Brunk, Florida Department of Elderly Affairs Presentation
2. Joe DeGeorge, Public Transit, TheBus

H MPO STAFF COMMENTS/UPDATES

I ADJOURNMENT AND NEXT MEETING – The annual public workshop and regular meeting of the Hernando County Transportation Disadvantaged Local Coordinating Board (FDLCB) will be held on Wednesday, May 11, 2022, at 10:00 a.m. and 10:15 a.m. respectively at the Hernando County Building Training Facility, 1661 Blaise Drive, Brooksville, FL.

The meeting agenda and back-up materials are available online at:

www.hernandocounty.us/hernandocitrusmpo.

C. REVIEW OF MINUTES

The minutes from the Wednesday, November 17, 2021 Meeting are attached for review and approval.

Attachment: Meeting Minutes from Wednesday, November 17, 2021

Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) Regular Meeting

Wednesday, November 17, 2021 – 10:00 A.M.

MINUTES

The Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) held a regular meeting on Wednesday, November 17, 2021, in-person at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, Florida. The meeting was advertised in the Hernando Sun and the agenda was available on the MPO Website.

MEMBERS PRESENT

Joe DeGeorge, Hernando County Transit/TheBus, Vice Chair
Cara Brunk, FL Dept of Elderly Affairs
John Eberle, Regional Workforce Board
Holly Ferguson, Veterans Services
Tracy Noyes, FDOT
Gretchen Samter, Citizen, Hernando Public Transit User
Elizabeth Watson, Persons with Disabilities Agency
Kathleen Winters, Local Representative Medical Community
Karla Lagos, Florida Division of Vocational Rehabilitation
Benita Dixon, Private for Profit Transportation

OTHERS PRESENT

Cayce Dagenhart, Transportation Planner II
Miranda Maldonado, Mid Florida Community Services
Mary Elwin, Operations Support Supervisor
Joella Aboytes, Florida Department of Children and Family Services

MEMBERS ABSENT

John Allocco, TDLCB Chairman
Kevin Bargerstock, Florida Department of Education, Division of Vocational Rehabilitation
Shanika Figueroa Rodriguez, Children-at-Risk
Emily Hughart, Florida Agency for Health Care Administration
Denise Clarke, Public Education Community

A. CALL TO ORDER

- Vice Chairman DeGeorge called the regular meeting of the TDLCB to order at 10:00 a.m.
- Vice Chairman DeGeorge introduced himself and the Members Introduced Themselves
- Notice of meeting publication was read into the record by Ms. Dagenhart.
- A quorum of members was declared.

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

Motion: Ms. Winters made a motion to approve agenda as presented. Mr. Eberle seconded, and the motion carried unanimously.

C. REVIEW/APPROVAL OF MINUTES – AUGUST 11, 2021

Motion: Ms. Dixon made a motion to approve the minutes as presented with no modifications. Ms. Winters seconded, and the motion carried unanimously.

D. CORRESPONDENCE/INFORMATIONAL ITEMS**1. Commission for the Transportation Disadvantaged (CTD)**

Ms. Cayce Dagenhart explained that the agenda from the June 3, 2021, CTD business meeting and reviewed a few highlights from the meeting which included: Phase Down of COVID-19 Rescue Plan, The Innovation and Service Development (ISD) Grant, Legislative Budget Requests FY 2022-2023, and Upcoming Initiatives for the CTD in 2022.

2. Annual CTD Workshop Highlights

Ms. Dagenhart stated that the Florida Commission for the Transportation Disadvantaged (CTD) 2021 Annual Conference held in Daytona Beach Florida, October 24-27, 2021. The CTD conducts these annual workshops for Transportation Disadvantaged partners to provide information regarding any changes or developments in the TD program. Ms. Dagenhart provided highlights from several sessions she attended including: The Future of Transportation Session, The Future of the Coordinated Disadvantaged System Session, and Reimagining Community Transportation Session.

3. Quarterly Report – Mid-Florida Community Services

Ms. Maldonado indicated there were a lot of good discussions at the CTD Workshop. Ms. Maldonado indicated that there are a lot of programs hurting for drivers however Mid-Florida is fully staffed. She also noted that the Veteran's programs through Mid-

Florida have been able to function even though the provision of state funds for the program was cut when MCORES was repealed.

E. ACTION ITEMS

1. Annual Operating Report for Fiscal Year 2020-2021

Each county is required to prepare and submit an Annual Operating Report to the Commission for the Transportation Disadvantaged (CTD) by September 15. This report includes information from the CTC, contractors and Coordinated Contractors regarding trips, mileage, vehicle, employees, revenue, and expenses. Once these reports are reviewed and approved by the CTD, an Annual Performance Report is prepared. This report is published to meet the statutory requirements outlined in Section 427-13 (12), Florida Statutes to provide an overview of the program and a summary of trends statewide.

Motion Ms. Samter made a motion to approve the AOR and submit it to the CTD. Ms. Winters seconded, and the motion carried unanimously.

2. Election of a Vice-Chair for the Grievance Committee

The election of a Vice-Chair was tabled until this November 17, 2021, meeting so that MPO staff could investigate whether their alternate could serve as the vice-chair if the elected member is unavailable. There were also questions regarding the actual role of the Grievance Committee. The members on the Grievance Committee leading up to this meeting were:

- Kathleen Winters – Chair - Local Representative of the Medical Community
- Robert Bradburn – FL Department of Children and Families
- Denise Clark- Public Education Community
- Ian Martin – Florida Agency for Health Care Administration

Ms. Dagenhart let the Board know that Mr. Bradburn had to resign from the committee due to changing roles in the FL Department of Children and Families. It was also noted that Mr. Ian Martin could no longer serve on the grievance committee.

Ms. Samter volunteered to serve on the Committee in place of Mr. Bradburn. Mr. DeGeorge volunteered to serve on the grievance committee in place of Mr. Martin. Ms. Samter also volunteered to serve as the committee's Vice Chair.

Motion Ms. Winter made a motion to have Ms. Samter replace Robert Bradburn on the Grievance Committee. Ms. Dixon seconded the motion, and it carried unanimously.

Motion Ms. Samter made a motion to appoint Mr. DeGeorge to the grievance committee. The motion was seconded by Ms. Noyes, and it carried unanimously.

Motion Ms. Winters made a motion to appoint Ms. Samter as Vice Chair. Ms. Noyes seconded the motion and it carried unanimously.

As of the November 17, 2021, meeting, the members of the grievance committee are as follows:

- Kathleen Winters – Chair - Local Representative of the Medical Community
- Gretchen Samter – Vice-Chair, Citizen Advocate, Hernando Public Transit User
- Denise Clark - Public Education Community
- Joe DeGeorge - Mass Transit or Public Transit Board, TheBus

3. **Transportation Disadvantaged Service Plan – Holiday Schedule**

Ms. Maldonado provided a Holiday Schedule in the meeting packet along with an impact on the ridership numbers these days. They are requesting a change in the TDSP language for the established holiday schedule to be that which Mid-Florida Community Services, Inc. has approved Holiday Schedule.

Motion Ms. Samter made a motion to approve the update of the TDSP as presented. Ms. Winters seconded the motion and it carried unanimously.

4. **2022 Calendar Meeting Date**

Motion: Ms. Winter made a motion to approve the 2022 Meeting Calendar of the Hernando County Transportation Disadvantaged Local Coordinating Board. The motion was seconded by Mr. DeGeorge and it carried unanimously.

F. **AGENCY PRESENTATIONS:**

At the previous meeting, Ms. Samter had challenged all board members to ride TheBus. Few members were able to do so, mainly because they did not have access to the bus from their home. Ms. Noyes indicated her son rides the HART Bus. Ms. Samter noted that Google Maps can be used to assist with route planning. Discussion ensued by members on the review of their routes. Ms. Samter praised Hernando's bus system as the buses are clean and the drivers are wonderful.

Mr. DeGeorge noted some of the newer features of Hernando's system including RouteShout and the Flamingo App. He noted the disinfectant process of the buses. He noted that ridership is near pre-COVID19 levels.

Ms. Samter offered to provide information from her experiences with riding public transportation.

Ms. Noyes indicated that the Florida Department of Transportation District 7 staff hosted the Section 5310 grant workshop which was successful. Topics addressed the overview, procurement planning, transit, and the triennial review process. She reviewed the grant application process. Four (4) applications within Hernando were awarded \$298,100 in capital and \$500,000 in operating.

Cara Brunk with the Florida Department of Elderly Affairs offered to make a presentation at the next meeting of the TDLCB. Mr. DeGeorge offered to make a presentation on public transportation at the next meeting of the TDLCB.

G. CITIZEN COMMENTS

The Chair opened the meeting for general citizen comment. No citizens were present; the Chair closed the public comment period and moved to the meeting adjournment.

H. ADJOURNMENT AND NEXT MEETING

Vice Chairman DeGeorge adjourned the meeting at 11:24 a.m. and reminded the board the next meeting would be on Wednesday February 9, 2022, at 10:00 a.m. in the Hernando County Building Training Facility, 1661 Blaise Drive, Brooksville, FL. He wished everyone a happy holiday.

DRAFT

D. CORRESPONDENCE/INFORMATION ITEMS

1. Member Conflict of Interest

Section 112.3143, Florida Statutes outlines requirements relating to voting conflicts by the Board members.

No appointed public officer shall participate in any matter which would inure to the officer's special private gain or loss; which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained; or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer, without first disclosing the nature of his or her interest in the matter.

Per the Statutes, the term "public officer" includes any person elected or appointed to hold office in any agency including any person serving on an advisory body.

No action is required.

Attachments: Chapter 112.3143, Florida Statutes

2. Vacant Positions

If you would like to nominate someone from the community, please have them contact us and we will send them an application and submit it to the MPO Board.

- a. A person who is recognized by the Florida Association for Community Action (President), as **a representative for the Economically Disadvantaged** in Hernando County. This position is considered a Local Representative Appointment and the appointment would be for three (3) years.
- b. **A person over the age of sixty** representing the elderly in Hernando County. This position is considered a Local Representative Appointment and the appointment would be for three (3) years.
- c. **A person with a disability** representing the disabled in Hernando County. This position is considered a Local Representative Appointment and the appointment would be for three (3) years.

No action is needed.

3. Quarterly Report

A Quarterly Report from TransHernando, for the period from October 1, 2021, through December 2021 is attached for TDLCB review.

No action is needed.

Attachments: Quarterly Report.

THE 2021 FLORIDA STATUTES

TITLE X

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

CHAPTER 112

PUBLIC OFFICERS AND EMPLOYEES: GENERAL PROVISIONS

112.3143 Voting conflicts.

(1) As used in this section:

- (a) "Principal by whom retained" means an individual or entity, other than an agency as defined in s. [112.312\(2\)](#), that for compensation, salary, pay, consideration, or similar thing of value, has permitted or directed another to act for the individual or entity, and includes, but is not limited to, one's client, employer, or the parent, subsidiary, or sibling organization of one's client or employer.
- (b) "Public officer" includes any person elected or appointed to hold office in any agency, including any person serving on an advisory body.
- (c) "Relative" means any father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, or daughter-in-law.
- (d) "Special private gain or loss" means an economic benefit or harm that would inure to the officer, his or her relative, business associate, or principal, unless the measure affects a class that includes the officer, his or her relative, business associate, or principal, in which case, at least the following factors must be considered when determining whether a special private gain or loss exists:
 1. The size of the class affected by the vote.
 2. The nature of the interests involved.
 3. The degree to which the interests of all members of the class are affected by the vote.
 4. The degree to which the officer, his or her relative, business associate, or principal receives a greater benefit or harm when compared to other members of the class.

The degree to which there is uncertainty at the time of the vote as to whether there would be any economic benefit or harm to the public officer, his or her relative, business associate, or principal and, if so, the nature or degree of the economic benefit or harm must also be considered.

(2)

- (a) A state public officer may not vote on any matter that the officer knows would inure to his or her special private gain or loss. Any state public officer who abstains from voting in an official capacity upon any measure that the officer knows would inure to the officer's special private gain or loss, or who votes in an official capacity on a measure that he or she knows would inure to the special private gain or loss of any principal by whom the officer is retained or to the parent organization or subsidiary of a corporate principal by which the officer is retained other than an agency as defined in s. [112.312\(2\)](#); or which the officer knows would inure to the special

private gain or loss of a relative or business associate of the public officer, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the state public officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

- (b) A member of the Legislature may satisfy the disclosure requirements of this section by filing a disclosure form created pursuant to the rules of the member's respective house if the member discloses the information required by this subsection.
- (3)
- (a) No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss; which he or she knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained, other than an agency as defined in s. [112.312](#)(2); or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer. Such public officer shall, prior to the vote being taken, publicly state to the assembly the nature of the officer's interest in the matter from which he or she is abstaining from voting and, within 15 days after the vote occurs, disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes.
 - (b) However, a commissioner of a community redevelopment agency created or designated pursuant to s. [163.356](#) or s. [163.357](#), or an officer of an independent special tax district elected on a one-acre, one-vote basis, is not prohibited from voting, when voting in said capacity.
- (4) No appointed public officer shall participate in any matter which would inure to the officer's special private gain or loss; which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained; or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer, without first disclosing the nature of his or her interest in the matter.
- (a) Such disclosure, indicating the nature of the conflict, shall be made in a written memorandum filed with the person responsible for recording the minutes of the meeting, prior to the meeting in which consideration of the matter will take place, and shall be incorporated into the minutes. Any such memorandum shall become a public record upon filing, shall immediately be provided to the other members of the agency, and shall be read publicly at the next meeting held subsequent to the filing of this written memorandum.
 - (b) In the event that disclosure has not been made prior to the meeting or that any conflict is unknown prior to the meeting, the disclosure shall be made orally at the meeting when it becomes known that a conflict exists. A written memorandum disclosing the nature of the conflict shall then be filed within 15 days after the oral disclosure with the person responsible for recording the minutes of the meeting and

shall be incorporated into the minutes of the meeting at which the oral disclosure was made. Any such memorandum shall become a public record upon filing, shall immediately be provided to the other members of the agency, and shall be read publicly at the next meeting held subsequent to the filing of this written memorandum.

- (c) For purposes of this subsection, the term "participate" means any attempt to influence the decision by oral or written communication, whether made by the officer or at the officer's direction.
- (5) If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.
- (6) Whenever a public officer or former public officer is being considered for appointment or reappointment to public office, the appointing body shall consider the number and nature of the memoranda of conflict previously filed under this section by said officer.

History.—s. 6, ch. 75-208; s. 2, ch. 84-318; s. 1, ch. 84-357; s. 2, ch. 86-148; s. 5, ch. 91-85; s. 3, ch. 94-277; s. 1408, ch. 95-147; s. 43, ch. 99-2; s. 6, ch. 2013-36.

COMMUNITY TRANSPORTATION FOR DISADVANTAGED REPORT

Hernando County, Florida

**Quarterly System Report for Fiscal Period
JULY 1, 2021 THROUGH JUNE 30, 2022**

PREPARED FOR:

Hernando County Transportation Disadvantaged Coordinating Board

PREPARED BY:

TRANS HERNANDO

Mid Florida Community Services, Inc.

Phone (352) 799-1510 Fax: (352) 754-9390

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 general public.

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. State assistance for 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 4:00 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 8:00 a.m. and 4:30 p.m.

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2020 through June 30, 2021**

D-3 Trans Hernando Quarterly Report

	<i>Month</i>	<i>Jul-21</i>	<i>Aug-21</i>	<i>Sep-21</i>	<i>Oct-21</i>	<i>Nov-21</i>	<i>Dec-21</i>	<i>Jan-22</i>	<i>Feb-22</i>	<i>Mar-22</i>	<i>Apr-22</i>	<i>May-22</i>	<i>Jun-22</i>	<i>TOTAL</i>
	Work Days	21	22	21	21	19	20	19	19	23	20	21	21	247
Overview of Total Trip Requests	Total incoming calls received	2378	2626	2402	2558	2712	2740	0	0	0	0	0	0	15,416
	Average number calls received per day	113	119	114	122	143	137	0	0	0	0	0	0	
	Total trip requests received	1189	1313	1201	1279	1356	1370	0	0	0	0	0	0	7,708
	Total cancelled trips	203	235	194	183	296	258							1,369
	Total ASAP Trips	22	21	19	24	11	33							130
	Total NS trips	25	30	24	19	35	35							168
	Total trip requests provided	939	1027	964	1053	1014	1044							6,041
% of Trip Requests Provided	79.0%	78.2%	80.3%	82.3%	74.8%	76.2%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
% of Trip Requests Cancelled	17.1%	17.9%	16.2%	14.3%	21.8%	18.8%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
% of No Show Trip Requests	2.1%	2.3%	2.0%	1.5%	2.6%	2.6%	#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, 2020 through June 30, 2021**

D-3 Trans Hernando Quarterly Report

Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL
Work Days	21	22	21	21	19	20	19	19	23	20	21	21	247
REASON FOR UNPROVIDED REQUESTS													
% of Trip Requests unable to Provide	1.09%	1.29%	1.00%	0.00%	1.62%	2.55%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Same day Request	3	4	5	5	4	9							30
Out-of-county request	3	3	2	7	3	4							22
Stretcher	0	1	0	0	1	0							2
Holiday/Weekend	4	2	2	2	10	13							33
Before 8 a.m./after 3:00 p.m. appointments	3	7	3	7	4	9							33
Total Unprovided	13	17	12	0	22	35	0	0	0	0	0	0	99
TRIP PURPOSE	Medical	794	821	801	836	775	726						4,753
	Nutritional/Shop	57	75	45	85	118	196						576
	Connector	0	0	0	0	0	0						0
	Education	16	32	34	31	27	24						164
	Employment	21	40	41	29	35	40						206
	Other	51	59	43	72	59	58						342
	Total	939	1,027	964	1,053	1,014	1,044	0	0	0	0	0	0

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2020 through June 30, 2021**

D-3 Trans Hernando Quarterly Report

		Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL
Work Days			21	22	21	21	19	20	19	19	23	20	21	21	247
TRIP TYPE	Elderly (Over 60)		774	830	716	795	813	826							4,754
	Adult		165	197	248	258	201	218							1,287
	Child (Under 16)		0	0	0	0	0	0							0
	Total		939	1,027	964	1,053	1,014	1,044	0	0	0	0	0	0	6,041
TRIP MODE	AMBI		505	614	577	620	623	608							3,547
	WHLI & SCOI		434	413	387	433	391	436							2,494
	AMBO		0	0	0	0	0	0							0
	Total		939	1,027	964	1,053	1,014	1,044	0	0	0	0	0	0	6,041
UNDUPLICATED COUNT	Elderly (Over 60)		137	136	130	153	156	148							860
	Percent %		88.4%	87.7%	85.0%	86.4%	87.6%	86.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	86.9%
	Adult		18	19	23	24	22	24							130
	Percent %		11.6%	12.3%	15.0%	13.6%	12.4%	14.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	13.1%
	Child (Under 17)		0	0	0	0	0	0	0	0	0	0	0	0	0
	Percent %		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0%
Total		155	155	153	177	178	172	0	0	0	0	0	0	990	
NO SHOW	CTD - T&E		25	30	24	16	30	32							157
	DOEA		0	0	0	3	5	3							11
	Total No Shows		25	30	24	3	35	35	0	0	0	0	0	0	168

**TRANS HERNANDO
MID FLOIRDA COMMUNITY SERVICES, INC.
QUARTERLY SYSTEM REPORT
FOR FISCAL PERIOD
July 1, 2020 through June 30, 2021**

D-3 Trans Hernando Quarterly Report

Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL	
Work Days	21	22	21	21	19	20	19	19	23	20	21	21	247	
OPERATING DATA	Suspended	0	0	0	0	0	0	0	0	0	0	0	0	
	System Miles	16366	16621	15303	15103	15220	15284						93,897	
	Revenue Miles	14194	13700	12546	12680	12653	12834							78607
	Average System Miles per trip	15.1	13.3	13.0	12.0	12.5	12.3	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	13.0
	System Hours	761	919.0	816	863	865	864							5,088
	Revenue Hours	631	753.0	683	732	708	712							4,219
	Cost Per Trip	\$26.21	\$26.07	\$26.04	\$25.96	\$26.00	\$25.98	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
	System Cost per Mile	\$1.70	\$1.92	\$1.96	\$2.12	\$2.05	\$2.08	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

COMPLIMENTS/COMPLAINTS

		Month	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	TOTAL	
		Work Days	22	21	21	22	18	21	19	19	23	21	20	22	TOTAL	
TRANS HERNANDO	COMPLIMENT	Driver	3	1	2	1	3	2								12
		Vehicle	0	0	0	0	0	1								1
		Service	2	2	0	2	1	0								7
		Policy	0	0	0	0	0	0								0
		Other	0	0	0	0	0	0								0
	COMPLAINT	Driver	0	0	0	0	0	0								0
		Vehicle	0	0	0	0	0	0								0
		Service	0	0	0	0	0	0								0
		Policy	0	0	0	0	0	0								0
		Other	0	0	0	0	0	0								0

BREAKDOWNS/ACCIDENTS

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

E. ACTION ITEMS

1. Election of a Vice-Chair

Pursuant to the Transportation Disadvantaged Local Coordinating Board Bylaws, the Board shall hold a meeting at the beginning of the calendar year for the purpose of electing a Vice-Chairman by a majority vote from the quorum present. The Chairman is appointed by the Designated Planning Agency (the MPO). The Hernando County Board of County Commissioners have indicated they would like John Allocco to continue to serve for 2022.

In the event of the Chairman’s absence, or at the direction of the Chairman, the Vice-Chairman shall assume the duties of the Chairman and conduct the meetings.

The 2021 Vice-Chairperson was Joe De-George

Staff Recommendation: It is recommended that the TDLCB elect a Vice-Chair to serve as Chair in his/her absence.

2. By-laws Adoption

The Commission for the Transportation Disadvantaged requires that the TDLCB review and approve their bylaws on an annual basis.

Staff is proposing several changes that can be seen in the redline strikethrough version attachment. These changes are as follows:

- If that voting member is an agency representative rather than a citizen member, the DOPA shall send written communication to the agency head to report the three consecutive un-excused absences and request a recommendation for a replacement to be appointed by that agency.

This was added to create a clear plan for requesting a replacement if an agency appointee is unable to attend the meetings on a regular basis.

Staff Recommendation: It is recommended that the TDLCB review the Annual By-laws and authorize the Chairman’s signature thereon.

Attachment: Redline Strikethrough of By-laws, and a clean copy of the By-laws.

Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) Bylaws

Hernando/Citrus Metropolitan Planning Organization
Official Planning Agency
1661 Blaise Drive
Brooksville, Florida 34601
Phone: (352) 754-4082
Fax: (352) 754-4420
www.HernandoCitrusMPO.us

First Enacted September 6, 1990

Amended: April 22, 2009, July 28, 2010, July 27, 2011, July 25, 2012, August 14, 2013, July 23,
2014, November 18, 2015, August 24, 2016, September 27, 2017, September 12, 2018, February
19, 2020, November 18, 2020, **February 9, 2022**

ARTICLE I - PREAMBLE

The following sets forth the by-laws which shall serve to guide the functioning of the Hernando County Transportation Disadvantaged Local Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes (“F.S.”), and Rule Chapter 41-2, Florida Administrative Code (“F.A.C.”), governing the coordination of transportation services provided to the transportation disadvantaged within Hernando County.

ARTICLE II - NAME AND PURPOSE

SECTION 1: NAME

The name of the Coordinating Board shall be the “Hernando County Transportation Disadvantaged Local Coordinating Board” (also referred to as the “TDLCB”).

SECTION 2: PURPOSE.

The purpose of the TDLCB is to identify local service needs and to provide information, advice, and direction to the Community Transportation Coordinator (“CTC”) on the coordination of services to be provided to the transportation disadvantaged within Hernando County, through the Florida Coordinated Transportation System (“FCTS”), in accordance with § 427.0157, F.S., and Rule 41-2.012, F.A.C.

ARTICLE III - MEMBERSHIP

SECTION 1. APPOINTMENT OF MEMBERS.

The members of TDLCB shall be appointed by the Hernando/Citrus Metropolitan Planning Organization (“MPO”)¹ pursuant to § 427.0157, F.S., and Rule 41-2.012, F.A.C.

SECTION 2: VOTING MEMBERS.

The MPO shall appoint/ratify individuals to serve as voting members on the TDLCB as follows:

1. Chairperson – the MPO shall appoint one elected official from Hernando County who shall serve as the Chairperson for the TDLCB at all of its meetings.
2. The following agencies and groups shall be represented as voting members on the TDLCB
 - 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 Hernando County District School Board,

¹ The Hernando/Citrus Metropolitan Planning Organization is the Official Planning Agency (OPA) for Hernando County for purposes of Chapter 427, F.S.

School Board Transportation Office, or Head Start Program in areas where the Hernando County School District is responsible.

- d. To the extent existing within Hernando County, 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 Hernando County 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 Hernando County.
- g. A person over sixty representing the elderly in Hernando County.
- h. A person with a disability representing the disabled in Hernando County.
- i. Two citizen advocate representatives in Hernando 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. To the extent existing within Hernando County, 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 (the General Manager or designee of the County's Transit System (TheBus).
- l. A local representative of the Florida Department of Elder 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 representative of the Regional Workforce Development Board established in Chapter 445, F.S.
- p. 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.; and,
- q. Such other voting members as may be designated under Rule 41-2.012(3), F.A.C., as such rule may be amended or renumbered from time to time.

SECTION 3: ALTERNATE MEMBERS.

The MPO shall appoint alternate members to serve in the absence of the primary member of the agencies. Each alternate may vote in the absence of the primary member representative on a one-vote-per member basis. Alternates for a TDLCB member who cannot attend a meeting must be a

representative of the same interest as the primary member. Alternates would not be required to attend a meeting if the primary member is able to be present at the meeting.

SECTION 4: NON-VOTING MEMBERS.

The MPO may, but is not required to, appoint non-voting members to the TDLCB.

SECTION 5: TERMS OF APPOINTMENT.

Except for the Chairperson and state agency representatives, the non-agency members of the TDLCB shall be appointed for three (3) year staggered terms with the initial membership being appointed equally for one, two, and three years. Upon expiration of a member's term, the individuals may be reappointed to serve an additional term or terms unless otherwise prohibited by statute or governing administrative rule.

SECTION 6: RESIGNATION; TERMINATION OF MEMBERSHIP.

A member of the TDLCB may resign at any time by providing notice in writing to the Chairperson. Unless otherwise specified in the notice, the resignation shall take effect when it is received by the Chairperson. Each member of the TDLCB is expected to demonstrate his/her interest in the TDLCB's activities by attending the scheduled meetings. If a voting non-agency member has three (3) or more un-excused absences, which are consecutive, the TDLCB may remove such member based upon a majority vote of the voting members where a quorum is present. **If that voting member is an agency representative rather than a citizen member, the DOPA shall send written communication to the agency head to report the three consecutive un-excused absences and request a recommendation for a replacement to be appointed by that agency.**

ARTICLE IV - OFFICERS AND DUTIES

SECTION 1: DESIGNATED OFFICERS.

The TDLCB shall have a Chairperson and a Vice-Chairperson as its officers.

SECTION 2: CHAIRPERSON.

The Chairperson is appointed by the MPO in accordance with Article III above. The Chairperson shall preside at all meetings, review, and sign the official meeting minutes, and be responsible for all notices and agendas for meetings. The Chairperson shall serve until replaced by the MPO or until the individual is no longer in office.

SECTION 3: VICE-CHAIRPERSON.

The TDLCB shall hold an organizational meeting each year for the purpose of electing a Vice-Chairperson. The Vice-Chairperson shall be elected by a majority vote of the voting members where a quorum is present. The Vice-Chairperson shall serve a term of one year starting with the first meeting after his/her election. In the event of the Chairperson's absence or at the direction of the Chairperson, the Vice-Chairperson shall assume the duties of the Chairperson and conduct meetings.

ARTICLE V - MEETINGS

SECTION 1: REGULAR MEETINGS AND ANNUAL PUBLIC HEARING.

The TDLCB shall meet at least quarterly but may meet more often as necessary to meet its responsibilities. The TDLCB may adopt rules of procedure based upon a majority vote of the voting members where a quorum is present and such rules of procedure shall remain in force until repealed or amended in the same manner.

SECTION 2: NOTICE OF MEETINGS.

A notice stating the date, time and place of each meeting shall be sent to all TDLCB members, other interested parties, and the news media at least fourteen (14) days in advance of the meeting. A meeting agenda shall be prepared and sent to all TDLCB members, other interested parties, and the news media approximately seven (7) days in advance of each meeting.

SECTION 3: QUORUM.

At all meetings of the TDLCB, the presence in person of at least seven (7) of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business.

SECTION 4: VOTING.

At all meetings of the TDLCB, at which a quorum is present, all matters, except as otherwise expressly required by law or these by-laws, shall be decided by the vote of a majority of the members of the TDLCB present.

ARTICLE VI - STAFF

The TDLCB may request and utilize the staff of the Hernando/Citrus MPO, as such staff is available, to assist it in fulfilling its responsibilities. The TDLCB may also utilize volunteers to assist it.

ARTICLE VII – DUTIES OF THE TDLCB

The TDLCB shall perform the following duties:

1. Review and approve the coordinated community transportation disadvantaged service plan, including the memorandum of agreement, prior to submittal to the Commission for the Transportation Disadvantaged (also referred to as the “Commission”).
2. Evaluate services provided in meeting the approved plan.
3. In cooperation with the community transportation coordinator, review and provide recommendations to the Commission on funding applications affecting the transportation disadvantaged.

4. Assist the community transportation coordinator in establishing priorities with regard to the recipients of non-sponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund moneys.
5. Review the coordination strategies of service provision to the transportation disadvantaged in the designated service area.
6. Evaluate multicounty or regional transportation opportunities.
7. Work cooperatively with regional workforce boards established in chapter 445 to provide assistance in the development of innovative transportation services for participants on public assistance.
8. Upon request by the MPO, review and make recommendations to the MPO on those matters so designated; and,
9. The TDLCB shall have such additional duties as set forth in Rule 41-2.012, F.A.C., as such rule may be amended or renumbered from time to time, including to:
 - a. Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Commission and the MPO Chairperson.
 - b. Annually, provide the Hernando/Citrus MPO with an evaluation of the Community Transportation Coordinator's performance in general and relative to Commission and local standards as referenced in Rule 41-2.006, F.A.C., and the performance results of the most recent Transportation Disadvantaged Service Plan. As part of the Coordinator's performance, the TDLCB shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is not being utilized, the TDLCB shall set an annual percentage of the number of trips to be provided on public transit. The Commission shall provide evaluation criteria for the TDLCB to use relative to the performance of the Community Transportation Coordinator. This evaluation will be submitted to the Commission upon approval by the TDLCB.
 - c. Appoint a Grievance Committee to process and investigate complaints, from agencies, users, transportation operators, potential users of the system and the Community Transportation Coordinator in the designated service area and make recommendations to the TDLCB or to the Commission, when local resolution cannot be found, for improvement of service. The TDLCB shall establish a process and procedures to provide regular opportunities for issues to be brought before such committee and to address them in a timely manner. Rider brochures or other documents provided to users or potential users of the system shall provide information about the complaint and grievance process including the publishing of the Commission's TD Helpline service when local resolution has not occurred. All materials shall be made available in accessible format, upon request by the citizen. Only voting members of the TDLCB may be appointed to the Grievance Committee. Appointments to the Grievance Committee shall be for one year unless otherwise provided.

- d. Receive training on, and comply with, the requirements of § 112.3143, F.S., concerning voting conflicts of interest.

ARTICLE VIII - COMMITTEES

In addition to the Grievance Committee, the TDLCB may appoint such other committees necessary to fulfill its responsibilities. The designation and appointment of any committee shall be based upon a majority vote of the voting members where a quorum is present.

ARTICLE IX – AMENDMENTS TO THESE BY-LAWS

These by-laws may be amended by a majority vote of the voting members where a quorum is present, provided the proposed change(s) is/are mailed to all members at least fourteen (14) days in advance of the meeting. Amendments may be proposed by: (i) MPO staff; or (ii) by the voting members of the TDLCB at any prior meeting, where a majority of the quorum present approves such amendment or amendments to these by-laws, with the actual ratification of such amendment or amendments to be voted on at the subsequent meeting.

ARTICLE X – CERTIFICATION

The undersigned is the Chairperson of the Hernando County Transportation Disadvantaged Local Coordinating Board and certifies that the foregoing is a correct copy of the by-laws of the TDLCB, as amended/re-adopted, by a majority of the voting members where a quorum was present.

John Allocco, Chairman
Hernando County TDLCB

Dated: _____
February 09, 2022

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

BY _____

MPO Attorney

Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) Bylaws

Hernando/Citrus Metropolitan Planning Organization
Official Planning Agency
1661 Blaise Drive
Brooksville, Florida 34601
Phone: (352) 754-4082
Fax: (352) 754-4420
www.HernandoCitrusMPO.us

First Enacted September 6, 1990

Amended: April 22, 2009, July 28, 2010, July 27, 2011, July 25, 2012, August 14, 2013, July 23,
2014, November 18, 2015, August 24, 2016, September 27, 2017, September 12, 2018, February
19, 2020, November 18, 2020, February 9, 2022

ARTICLE I - PREAMBLE

The following sets forth the bylaws which shall serve to guide the functioning of the Hernando County Transportation Disadvantaged Local Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes (“F.S.”), and Rule Chapter 41-2, Florida Administrative Code (“F.A.C.”), governing the coordination of transportation services provided to the transportation disadvantaged within Hernando County.

ARTICLE II - NAME AND PURPOSE

SECTION 1: NAME.

The name of the Coordinating Board shall be the “Hernando County Transportation Disadvantaged Local Coordinating Board” (also referred to as the “TDLCB”).

SECTION 2: PURPOSE.

The purpose of the TDLCB is to identify local service needs and to provide information, advice, and direction to the Community Transportation Coordinator (“CTC”) on the coordination of services to be provided to the transportation disadvantaged within Hernando County, through the Florida Coordinated Transportation System (“FCTS”), in accordance with § 427.0157, F.S., and Rule 41-2.012, F.A.C.

ARTICLE III - MEMBERSHIP

SECTION 1. APPOINTMENT OF MEMBERS.

The members of TDLCB shall be appointed by the Hernando/Citrus Metropolitan Planning Organization (“MPO”)¹ pursuant to § 427.0157, F.S., and Rule 41-2.012, F.A.C.

SECTION 2: VOTING MEMBERS.

The MPO shall appoint/ratify individuals to serve as voting members on the TDLCB as follows:

1. Chairperson – the MPO shall appoint one elected official from Hernando County who shall serve as the Chairperson for the TDLCB at all of its meetings.
2. The following agencies and groups shall be represented as voting members on the TDLCB
 - 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 Hernando County District School Board,

¹ The Hernando/Citrus Metropolitan Planning Organization is the Official Planning Agency (OPA) for Hernando County for purposes of Chapter 427, F.S.

School Board Transportation Office, or Head Start Program in areas where the Hernando County School District is responsible.

- d. To the extent existing within Hernando County, 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 Hernando County 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 Hernando County.
- g. A person over sixty representing the elderly in Hernando County.
- h. A person with a disability representing the disabled in Hernando County.
- i. Two citizen advocate representatives in Hernando 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. To the extent existing within Hernando County, 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 (the General Manager or designee of the County's Transit System (TheBus).
- l. A local representative of the Florida Department of Elder 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 representative of the Regional Workforce Development Board established in Chapter 445, F.S.
- p. 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.; and,
- q. Such other voting members as may be designated under Rule 41-2.012(3), F.A.C., as such rule may be amended or renumbered from time to time.

SECTION 3: ALTERNATE MEMBERS.

The MPO shall appoint alternate members to serve in the absence of the primary member of the agencies. Each alternate may vote in the absence of the primary member representative on a one-vote-per member basis. Alternates for a TDLCB member who cannot attend a meeting must be a

representative of the same interest as the primary member. Alternates would not be required to attend a meeting if the primary member is able to be present at the meeting.

SECTION 4: NON-VOTING MEMBERS.

The MPO may, but is not required to, appoint non-voting members to the TDLCB.

SECTION 5: TERMS OF APPOINTMENT.

Except for the Chairperson and state agency representatives, the non-agency members of the TDLCB shall be appointed for three (3) year staggered terms with the initial membership being appointed equally for one, two, and three years. Upon expiration of a member's term, the individuals may be reappointed to serve an additional term or terms unless otherwise prohibited by statute or governing administrative rule.

SECTION 6: RESIGNATION; TERMINATION OF MEMBERSHIP.

A member of the TDLCB may resign at any time by providing notice in writing to the Chairperson. Unless otherwise specified in the notice, the resignation shall take effect when it is received by the Chairperson. Each member of the TDLCB is expected to demonstrate his/her interest in the TDLCB's activities by attending the scheduled meetings. If a voting non-agency member has three (3) or more un-excused absences, which are consecutive, the TDLCB may remove such member based upon a majority vote of the voting members where a quorum is present. If that voting member is an agency representative rather than a citizen member, the DOPA shall send written communication to the agency head to report the three consecutive un-excused absences and request a recommendation for a replacement to be appointed by that agency.

ARTICLE IV - OFFICERS AND DUTIES

SECTION 1: DESIGNATED OFFICERS.

The TDLCB shall have a Chairperson and a Vice-Chairperson as its officers.

SECTION 2: CHAIRPERSON.

The Chairperson is appointed by the MPO in accordance with Article III above. The Chairperson shall preside at all meetings, review, and sign the official meeting minutes, and be responsible for all notices and agendas for meetings. The Chairperson shall serve until replaced by the MPO or until the individual is no longer in office.

SECTION 3: VICE-CHAIRPERSON.

The TDLCB shall hold an organizational meeting each year for the purpose of electing a Vice-Chairperson. The Vice-Chairperson shall be elected by a majority vote of the voting members where a quorum is present. The Vice-Chairperson shall serve a term of one year starting with the first meeting after his/her election. In the event of the Chairperson's absence or at the direction of the Chairperson, the Vice-Chairperson shall assume the duties of the Chairperson and conduct meetings.

ARTICLE V - MEETINGS

SECTION 1: REGULAR MEETINGS AND ANNUAL PUBLIC HEARING.

The TDLCB shall meet at least quarterly but may meet more often as necessary to meet its responsibilities. The TDLCB may adopt rules of procedure based upon a majority vote of the voting members where a quorum is present and such rules of procedure shall remain in force until repealed or amended in the same manner.

SECTION 2: NOTICE OF MEETINGS.

A notice stating the date, time and place of each meeting shall be sent to all TDLCB members, other interested parties, and the news media at least fourteen (14) days in advance of the meeting. A meeting agenda shall be prepared and sent to all TDLCB members, other interested parties, and the news media approximately seven (7) days in advance of each meeting.

SECTION 3: QUORUM.

At all meetings of the TDLCB, the presence in person of at least seven (7) of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business.

SECTION 4: VOTING.

At all meetings of the TDLCB, at which a quorum is present, all matters, except as otherwise expressly required by law or these Bylaws, shall be decided by the vote of a majority of the members of the TDLCB present.

ARTICLE VI - STAFF

The TDLCB may request and utilize the staff of the Hernando/Citrus MPO, as such staff is available, to assist it in fulfilling its responsibilities. The TDLCB may also utilize volunteers to assist it.

ARTICLE VII – DUTIES OF THE TDLCB

The TDLCB shall perform the following duties:

1. Review and approve the coordinated community transportation disadvantaged service plan, including the memorandum of agreement, prior to submittal to the Commission for the Transportation Disadvantaged (also referred to as the “Commission”).
2. Evaluate services provided in meeting the approved plan.
3. In cooperation with the community transportation coordinator, review and provide recommendations to the Commission on funding applications affecting the transportation disadvantaged.

-
4. Assist the community transportation coordinator in establishing priorities with regard to the recipients of non-sponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund moneys.
 5. Review the coordination strategies of service provision to the transportation disadvantaged in the designated service area.
 6. Evaluate multicounty or regional transportation opportunities.
 7. Work cooperatively with regional workforce boards established in chapter 445 to provide assistance in the development of innovative transportation services for participants on public assistance.
 8. Upon request by the MPO, review and make recommendations to the MPO on those matters so designated; and,
 9. The TDLCB shall have such additional duties as set forth in Rule 41-2.012, F.A.C., as such rule may be amended or renumbered from time to time, including to:
 - a. Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Commission and the MPO Chairperson.
 - b. Annually, provide the Hernando/Citrus MPO with an evaluation of the Community Transportation Coordinator's performance in general and relative to Commission and local standards as referenced in Rule 41-2.006, F.A.C., and the performance results of the most recent Transportation Disadvantaged Service Plan. As part of the Coordinator's performance, the TDLCB shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is not being utilized, the TDLCB shall set an annual percentage of the number of trips to be provided on public transit. The Commission shall provide evaluation criteria for the TDLCB to use relative to the performance of the Community Transportation Coordinator. This evaluation will be submitted to the Commission upon approval by the TDLCB.
 - c. Appoint a Grievance Committee to process and investigate complaints, from agencies, users, transportation operators, potential users of the system and the Community Transportation Coordinator in the designated service area and make recommendations to the TDLCB or to the Commission, when local resolution cannot be found, for improvement of service. The TDLCB shall establish a process and procedures to provide regular opportunities for issues to be brought before such committee and to address them in a timely manner. Rider brochures or other documents provided to users or potential users of the system shall provide information about the complaint and grievance process including the publishing of the Commission's TD Helpline service when local resolution has not occurred. All materials shall be made available in accessible format, upon request by the citizen. Only voting members of the TDLCB may be appointed to the Grievance Committee. Appointments to the Grievance Committee shall be for one year unless otherwise provided.

- d. Receive training on, and comply with, the requirements of § 112.3143, F.S., concerning voting conflicts of interest.

ARTICLE VIII - COMMITTEES

In addition to the Grievance Committee, the TDLCB may appoint such other committees necessary to fulfill its responsibilities. The designation and appointment of any committee shall be based upon a majority vote of the voting members where a quorum is present.

ARTICLE IX – AMENDMENTS TO THESE BYLAWS

These bylaws may be amended by a majority vote of the voting members where a quorum is present, provided the proposed change(s) is/are mailed to all members at least fourteen (14) days in advance of the meeting. Amendments may be proposed by: (i) MPO staff; or (ii) by the voting members of the TDLCB at any prior meeting, where a majority of the quorum present approves such amendment or amendments to these bylaws, with the actual ratification of such amendment or amendments to be voted on at the subsequent meeting.


ARTICLE X – CERTIFICATION

The undersigned is the Chairperson of the Hernando County Transportation Disadvantaged Local Coordinating Board and certifies that the foregoing is a correct copy of the bylaws of the TDLCB, as amended/re-adopted, by a majority of the voting members where a quorum was present.

John Allocco, Chairman
Hernando County TDLCB

Dated: _____
February 09, 2022

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

BY  _____
MPO Attorney