

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

Thursday, February 10, 2022, at 10:30 a.m.

## MINUTES

The Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) held a public meeting on February 10, 2022, in-person at the Lecanto Government Building 3600 W. Sovereign Path, Room 166, Lecanto, Florida 34461. The meeting was advertised in the Citrus Chronicle and the agenda was available on the MPO Website.

### **MEMBERS PRESENT:**

Christine Mestrovich, Career Source, Regional Workforce Development Board  
Tracy Noyes, Florida Department of Transportation  
David Douglas, Citrus County, Public Transit User  
Elizabeth Watson, Persons with Disabilities Agency  
Ginger West, Florida Association for Community Action (Family Resources – Advocate for the homeless)  
Deirdre Barrett-LaBelle, Local Alternate Children at Risk  
Ivonne Perez, Florida Agency for Healthcare Administration  
Cara Brunk, Florida Department of Elder Affairs  
Walter “Bud” Osborn, Citrus County Veterans Services

### **MEMBERS ABSENT:**

Ruthie Davis Schlabach, Citrus County Commissioner, Chair  
Beverly Isabelle, Daystar Life Center  
Jeffrey Aboumrad, Florida Division of Vocational Rehabilitation  
Katie Lucas, Local Representative Medical Community  
Stephen Brown, Citrus County Resident, Disabled  
William Burda, Citrus County Citizen Advocate

### **OTHERS PRESENT:**

Cayce Dagenhart, Transportation Planner II  
Bob Esposito, Executive Director Hernando/Citrus MPO  
Theresa Flick, Key Center  
Joanne Granger, Citrus County Transit Director  
Erin Kluis, Citrus County Grant Administration  
Mariselle Rodriguez, Citrus County Community Services

**A. CALL TO ORDER**

- David Douglas called the meeting to order at 10:30 a.m.
- 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. Bud Osborne and seconded by Ms. Deirdre Barrett-LaBelle. The motion passed unanimously.

**C. REVIEW OF MINUTES**

**Regular Meeting Minutes November 18, 2021**

**Motion:** A motion to approve the draft minutes from November 18, 2021, with the following correction: Ms. Ginger West is a representative of the Economically Disadvantaged and she is with the Citrus County Family Resource Center. The motion was made by Mr. Bud Osborne and seconded by Ms. Deirdre Barrett-LaBelle. The motion passed unanimously.

**D. CORRESPONDENCE / INFORMATION ITEMS**

**1. Member Conflict of Interest**

Members are required to be informed of the conflict of interest statute yearly. Ms. Dagenhart read the synopsis below and directed the members to the Section 112.3143, Florida Statutes, which outlines requirements relating to voting conflicts by the Board members, attachment in their packets.

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.

**2. Annual CTD Workshop Highlights**

Ms. Dagenhart read the positions for the LCB that are currently vacant.

**3. Quarterly Report – Joanne Granger**

Ms. Joanne Granger provided the members with a synopsis of the Citrus Transit TD quarterly report.

## E. ACTION ITEMS

### 1. The 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 MPO Board. The Citrus County Board of County Commissioners has requested Commissioner Ruthie Davis Schlabach continue to serve as the LCB Chairman for 2022.

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

**Motion:** A motion to elect Mr. David Douglas as Vice-Chair of the Citrus LCB for the 2022 calendar year was made by Ms. Ginger West and seconded by Ms. Deirdre Barrett-LaBelle. The motion passed unanimously.

### 2. Letter from the Citrus BOCC to the Hernando/Citrus MPO, and Resolution from the MPO to the Commission for the Transportation Disadvantaged (CTD)

Citrus County is the designated CTC providing transportation disadvantaged services to citizens of the County. As the CTC, Citrus County provides these services pursuant to a Memorandum of Agreement (MOA) with the Commission for the Transportation Disadvantaged (CTD). The MOA covers a five year period and will expire on June 30, 2022.

The Hernando/Citrus MPO as the Designated Official Planning Agency (DOPA) for Citrus County is tasked with recommending to the CTD a single CTC to provide transportation services (Chapter 427, Florida Statutes). Because the CTC is a governmental agency, a formal bid process is not required if the CTC is able and willing to continue to provide the services. On January 4, 2022, the Citrus County Board of County Commissioners provided a Letter of Intent to the MPO to continue as the CTC for Citrus County.

Citrus County has the appropriate personnel, financial capacity, vehicle and equipment resources, experience, and qualifications to serve the transportation disadvantaged population. A resolution was prepared recommending Citrus County continue as the CTC for another 5 year time period (July 1, 2022-June 30, 2027) for consideration by the MPO at their February 3, 2022, meeting.

**Motion:** A motion to support the MPO's recommendation to the CTD that Citrus County continue as the CTC provider was made by Ms. Ginger West and seconded by Ms. Christine Mestrovich. The motion passed unanimously.

### 3. By-laws Adoption

The Commission for the Transportation Disadvantaged requires that the LCB review and approve their bylaws on an annual basis. Staff presented the bylaws with proposed changes. Ms. Dagenhart also told the LCB about a change that the Hernando County TDLCB wanted added into the bylaws regarding who would be notified when agency appointees had three (3) unexcused absences.

**Motion:** A motion to approve the bylaws with the proposed changes, and the request to add the following statement in Article V. Terms, Resignation and Training: : “If that voting member is an agency representative rather than a citizen member, the DOPA shall send written communication to the agency head, Speaker of the Florida House of Representatives, and the Florida Senate President to report the three consecutive un-excused absences and request a recommendation for a replacement to be appointed by that agency”; was made by Mr. Bud Osborne and seconded by Ms. Elizabeth Watson. The motion passed unanimously.

#### 4. Election of a Grievance Committee

A Grievance Committee is appointed at the first meeting of the new calendar year. The committee would meet on an as-needed basis to address service or policy issue grievances. The amended by-laws state that there should be five members on the Grievance Committee, with one of the five serving as an alternate. A Chair and a Vice-Chair should also be designated for this committee.

**Motion:** A motion to reappoint **Mr. David Douglas** to the 2022 grievance committee as the Chair was made by Mr. Bud Osborne and seconded by Ms. Ginger West. The motion passed unanimously.

**Motion:** A motion to reappoint **Mr. William Burda** to the 2022 grievance committee as the Vice-Chair was made by Mr. David Douglas and seconded by Ms. Deirdre Barrett-LaBelle. The motion passed unanimously.

**Motion:** A motion to reappoint **Mr. Stephen Brown** to the 2022 grievance committee as the Alternate was made by Mr. David Douglas and seconded by Ms. Deirdre Barrett-LaBelle. The motion passed unanimously.

**Motion:** A motion to reappoint **Mr. Jeffry Aboumrad** to the 2022 grievance committee was made by Mr. David Douglas and seconded by Ms. Deirdre Barrett-LaBelle. The motion passed unanimously.

**Motion:** A motion to replace Ms. Sandra Woodard with **Ms. Deirdre Barrett-LaBelle** to the 2022 grievance committee was made by Mr. David Douglas and seconded by Mr. Bud Osborne. The motion passed unanimously.

#### F. CITIZEN COMMENTS

Ms. Theresa Flick provided the Board with a Key Training Center Update. She encouraged everyone to spread the word the center needs CDL drivers and volunteers. Their staff continues to be impacted by COVID and transportation services suffer. For anyone with a CDL who wants to apply for a driver position, please go to [www.keytrainingcenter.org](http://www.keytrainingcenter.org). The center has also submitted 5310 applications to replace vehicles and for operating expenses.

#### G. ADJOURNMENT AND NEXT MEETING:

The Vice-Chair adjourned the meeting, noting that the annual public workshop and regular meeting of the Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) will be held on Thursday, May 12, 2022, at 10:30 a.m. and 10:45 a.m. respectively, at the Lecanto Government Building 3600 W. Sovereign Path, Room 166, Lecanto, Florida 34461