

MEETING MINUTES

**LOCAL COORDINATING BOARD
FOR THE TRANSPORTATION DISADVANTAGED of the
COLLIER METROPOLITAN PLANNING ORGANIZATION**
Virtual participation via [ZOOM](#) or by dialing 1-646-876-9923
Meeting ID: 919 0906 1347
Password: 736557
September 29, 2020
1:30 p.m.

1. CALL TO ORDER

A. Roll Call with Self Introductions

Harold Kurzman, Vice Chairman, called the meeting to order at 1:36 pm.

Ms. Medina took roll call.

Members Present

Harold Kurzman, Vice-Chairman, Elderly
Signe Jacobson, FL Agency for Health Care Administration
Susan Corris, SWFL Regional Workforce Development Board
Nichole Spencer, Children at Risk
Ruben Martinez, Veterans Services
John Kasten, Collier County School Board
Dale Hanson, FDOT

Members Absent

Commissioner Donna Fiala, Collier County BCC District 1, Chair
Leah Watson, Agency for Persons with Disabilities
Birgitta Grasser, Citizens Advocate
Cheryl Burnham, Florida Assoc. for Community Action
Robert Richards, Florida Dept. of Education, Div. of Voc. Rehab.
Dylan Vogel, Citizens Advocate
Norma Adorno, Area Agency on Aging SWFL-FL Dept. of Elder Affairs
Sherry Brenner, Citizens Advocate

MPO Staff

Brandy Otero, Principal Planner
Josephine Medina, Senior Planner
Karen Intriago, Administrative Assistant

Others Present

Michelle Edwards-Arnold, Director, Collier County PTNE

Omar DeLeon, PTNE
Tamarin Kirby, PTNE
Elena Ortiz Rosado, PTNE
Mary Maldonado, MV Transportation
Braian Morales, MV Transportation
Valerie Nowottnick, Minute Taker

2. OPEN TO THE PUBLIC FOR COMMENTS ON ITEMS NOT ON THE AGENDA

None.

3. APPROVAL OF AGENDA

Mr. Kurzman noted that approval of September 16th LCB meeting minutes will be provided at the next LCB meeting.

Ms. Corris moved to approve the agenda. Mr. Martinez seconded. Passed unanimously.

4. APPROVAL OF MEETING MINUTES

A. Approval of June 3, 2020 Meeting Minutes

Mr. Kurzman moved to approve the agenda. Ms. Corris seconded. Passed unanimously.

5. BOARD ACTION

A. Review and Approval of the FY 19/20 Annual Operating Report (AOR)

Mr. DeLeon – presented annual operating report. Required to submit to commission in the month of September. Delays in system caused the deadline of submittal to be extended. Updated information from a coordinating contractor was received and an updated report was provided to you last Friday. Report is from July 1, 2019 to June 30, 2020 – includes some COVID information. A review of the report did not identify increase in revenue miles. Was required to expand on service resulting in increased mileage. **Mr. Kurzman** – confirmed no surprises or issues. **Mr. DeLeon** – that is correct. Everything in the report was expected.

Ms. Corris moved to approve the FY 19/20 Annual Operating Report. Mr. Martinez seconded. Passed unanimously.

B. Review and Approval of LCB Membership Certification

Ms. Medina – LCB is required to report and approve their membership annually. The change to membership list with this being Commissioner Fiala and Vice-Chair Harold Kurzman last change to membership shall be provided to Rule 41.2 states the appointed chairman must be an elected representative of the County.

Mr. Kurzman – who makes recommendation or choice of next Chair. **Ms. Medina** – MPO Board makes recommendation.

Mr. Kurzman moved to approve the LCB Membership Certification. Mr. Kasten seconded. Passed unanimously.

C. Appointment of LCB Grievance Subcommittee Members

Ms. Medina – there are 3 members of subcommittee. With **Mr. Kurzman's** departure, there will be no members on the subcommittee. Committee created in 2019 but no grievances have been received to date, so committee has not needed to meet. Staff requesting volunteers to participate. Commission for Transportation Disadvantage advised to establish independent grievance committee for LCB members to have more interaction with riders. If rider files grievance, this committee decides when to convene to discuss the grievance with the afflicted party. They will advise LCB on how to recommend resolution of incoming grievances. **Ms. Corris** – agreed to volunteer for committee. **Ms. Otero** - this is not time sensitive. Can ask at next meeting of LCB due to limited participants.

D. Review and Approval of Eligibility Criteria for Transportation Disadvantaged Non-Sponsored Paratransit Service

Mr. DeLeon – Commission requires billing for trips that are non-sponsored – no other form of funding to pay for trip. Senior Services would be able to sponsor trips. **Mr. Kurzman** – Has Board previously approved list of eligible criteria? **Mr. DeLeon** – reviewed agenda packet materials explaining eligibility criteria from Section 411.202 of Florida statutes. Reviewed identified criteria to be used which included incorporating eligibility of 150% of poverty level. Recommendation is to add specific language regarding poverty level. **Ms. Arnold** – adding income criteria (referring to page 2 of agenda materials) pertaining to individuals who cannot transport themselves. Performing functional assessment of transit process. Second criteria those that have no other means of funding available. Individuals must have disability (i.e., at risk), income level would be 150% of poverty level. There was no prior threshold on income. **Mr. Kurzman** – how is income verified? **Ms. Arnold** – proof of income would be required (paystubs, etc.). Brief discussion regarding clarification of income sources provided and verification.

Ms. Corris – inquired about documentation for an at-risk participant. **Ms. Arnold** – information is obtained from agency that is working with that person.

Mr. Kurzman – are participants with history of mental disability eligible for program and would their history be noted. **Mr. DeLeon** – would not know about medical history. If person becomes problematic in system, they can be suspended. **Ms. Arnold** – do have sensitive population and try to work with caregivers to ensure everyone's safety.

Ms. Corris moved to approve the Eligibility Criteria for Transportation Disadvantaged Non-Sponsored Paratransit Service. Ms. Hanson seconded. Passed unanimously.

Ms. Medina – Eligibility Criteria language shall be added to the TDSP in the form of an TDSP Amendment that will be presented to the LCB at its next meeting after 14-day comment period is provided to the public.

6. REPORTS & PRESENTATIONS

None.

7. OTHER BUSINESS

None.

8. DISTRIBUTION ITEMS

None.

9. BOARD MEMBER COMMENTS

None.

10. NEXT MEETING DATE

December 2, 2020 at 1:30 p.m.

11. ADJOURNMENT

*No further business being conducted, **Mr. Kurzman** adjourned the meeting at 2:13 p.m.*