

**LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED
OF THE
COLLIER METROPOLITAN PLANNING ORGANIZATION
REGULAR MEETING
3299 TAMiami TRAIL EAST, BLDG. F, 5TH FLOOR
March 4, 2020 Meeting Minutes
1:30P.M.**

1. Call to Order

A. Roll Call

Commissioner Fiala called the meeting to order at 2:34 p.m., immediately after the public workshop ended.

Ms. Otero took roll call and confirmed a quorum was present.

LCB MEMBERS PRESENT

Commissioner Donna Fiala, Collier County Board of County Commissioners (BCC), District 1, Chairwoman

Harold Kurzman, Elderly, Vice-Chairman

Birgitta Grasser, Citizens Advocate

Leah Watson, Agency for Persons with Disabilities

Oscar Gomez, Veteran Services

Pa Houa Lee-Yang, Florida Assoc. for Community Action

Signe Jacobson, FL Agency for Health Care Administration

Susan Corris, SWFL Regional Workforce Development Board

Dale Hanson, Florida Department of Transportation (FDOT)

Robert Richards, Florida Dept. of Education

Nicole Spencer, Children at Risk

Dylan Vogel, Citizens Advocate

Sherry Brenner, Disabled

LCB MEMBERS ABSENT

John Kasten, Public Education

Felix Soto, Florida Department of Children and Families

Linda Howard, Area Agency on Aging SWFL

MPO STAFF

Brandy Otero, Principal Planner

Josephine Medina, Senior Planner

Karen Intriago, Administrative Assistant

OTHERS PRESENT

Michelle Arnold, Public Transit and Neighborhood Enhancement (PTNE) Division

Omar DeLeon, PTNE

Zachary Karto, PTNE

Braian Morales, MV

Mari Maldonado, MV
Valerie Nowotnick, Minute Taker

2. Open to the Public for Comments on Items Not on the Agenda

None.

3. Approval of Agenda

Ms. Johnson moved to approve the Agenda. Second by Ms. Corris. Motion carried unanimously.

4. Approval of Meeting Minutes

A. December 4, 2019 Regular Meeting

Ms. Corris moved to approve the December 4, 2019 Meeting Minutes. Second by Mr. Vogel. Motion carried unanimously.

5. Board Action

A. Election of Vice- Chair

Commissioner Fiala moved to re-elect Mr. Kurzman as Vice-Chair. Second by Mr. Vogel. Motion carried unanimously.

B. Review and Approval of Updated LCB Bylaws

Ms. Medina noted that the LCB is required to review and approve the bylaws annually. She explained that the only changes to the bylaws were updated dates and removal of typos.

Mr. Kurzman moved to approve the updated LCB Bylaws. Second by Ms. Watson. Motion carried unanimously.

C. Approval of Proposed Rate Model

Ms. Otero clarified that a revised executive summary and Rate Model Worksheet was sent via email prior to the meeting. Explained that information from the rate model feeds into trip and equipment grant that PTNE uses.

Ms. Arnold stated that the Florida Commission for the Transportation Disadvantaged (CTD) requires the Community Transportation Coordinator (CTC) to complete and submit a rate model that contains financial information including the cost of running the program. The calculations are form-based using data input not manually prepared.

Mr. Kurzman asked what it meant that the LCB is reviewing the model concurrently to the CTD. Can there be a substantive change? **Ms. Otero** clarified that PTNE will send this to the CTD and if there are any changes they will be brought back to the LCB.

Mr. Kurzman asked what does the CTD review amount to? **Ms. Arnold** responded that the CTD compares prior data to submitted data. They review and provide comments on information provided in the rate model. If there are any changes to what is being presented today it will be brought back to the LCB. **Mr. Kurzman** asked whether their reviews usually require changes? **Ms. Arnold** responded that there are usually no changes.

Commissioner Fiala requested clarification whether if these were the rates that the passenger actually paid after rates are paid by the government. **Ms. Arnold** clarified that these rates are what the CTC pays, and there is a max rate a person pays and then the grant will subsidize. **Commissioner Fiala** stated that she wanted to be certain that everyone can afford the rate that is proposed.

Ms. Lee-Yang moved to approve the Rate Model. Second by Mr. Kurzman. Motion carried unanimously.

6. Reports and Presentations

A. CTC Quarterly Report

Mr. DeLeon stated that in October there were 10,000 trips, 700 more than the prior month. Noted that ridership is continually increasing. The ridership in November and December of 2019 was higher than that of 2018. There has been a decline in on time performance and increase in the number of no shows. He clarified that no shows are classified as passengers that fail to call and cancel a trip or failed to appear. The hope is to be able to lower the number of no shows through automation. There were 5 complaints in 3 months. Only 3 were found to be valid. The complaints and resolutions to address concerns were presented to the board.

B. MPO Quarterly Report

Ms. Medina stated that as mentioned in the previous meeting the MPO will be presenting the quarterly report sent to the CTD outlining progress of required tasks outlined in the TD grant agreement. Presentation of this report to the LCB is one of these tasks outlined. She identified tasks completed last Quarter such as the LCB's endorsement of 5310,5311,5339 grant applications. Stated that the tasks completed during this LCB meeting were the Annual Public Workshop, Update to LCB by laws, and Training for LCB Members and would appear in the next quarterly report. Other tasks such as the TDSP Minor Update, Annual CTC Evaluation shall be presented at the next LCB Meeting.

C. FDOT Update

Ms. Hanson highlighted the following update from FDOT. The State Fiscal Year 19/20 Federal Transit Administration 5310, 5311, and 5339 Notice of Grant Awards have been sent out to all agencies. Public Transportation Grant Agreements are currently being developed. State Fiscal Year 20/21 - 5310, 5311, and 5339 grant applications were due on December 20, 2019. 48 applications were received and are under review.

7. Other Business

None.

8. Distribution Items

None.

9. Board Member Comments

Mr. Vogel stated that changes to drivers worked fine. Needed drivers that know how to deal with passengers. Have good drivers.

Commissioner Fiala stated that they want to make sure that things are addressed and taken care. MV is hiring good people.

Ms. Brenner stated that the buses are not good. She is concerned with the size of the steps and using the lift is not a solution.

Mr. Kurzman stated that that sounded like poor design.

10. Next Meeting Date

May 6, 2020 at 1:30 p.m.

11. Adjournment

With no further comments Commissioner Fiala adjourned the meeting at approximately 3:05 p.m.