

MEETING MINUTES
LOCAL COORDINATING BOARD
FOR THE TRANSPORTATION DISADVANTAGED of the
COLLIER METROPOLITAN PLANNING ORGANIZATION
REGULAR MEETING
Collier County Government Center
Admin Building “F”, IT Training Room, 5th Floor
3299 Tamiami Trail East, Naples, FL 34112
March 5, 2025 | 2:02 p.m.

1. CALL TO ORDER

A. Roll Call

Chair Pernas called the meeting to order at approximately 2:02 p.m.

Ms. Miceli called the roll and confirmed a quorum was present.

Members Present

Tony Pernas, MPO Board Member, Everglades City, *LCB Chair*
Carmen Henry, Southwest Florida Regional Workforce Development Board, *Vice-Chair*
Leah Watson, Agency for Persons with Disabilities
Monica Lucas, Local Medical Community
Pa Houa Lee-Yang, Florida Association for Community Action (*arrived during item 5.B*)
Sarah Gualco, Area Agency on Aging SWFL-FL Dept. of Elder Affairs
Stacy Booth, Florida Dept. of Transportation

Members Absent

Brett Nelson, Children at Risk
Charles Lascari, Rep. of Disabled
John Lambcke, Collier Schools Transportation Director
Lisa O’Leary, Fla. Dept. of Edu./Div. of Vocational Rehab Services
Michael Stahler, Florida Agency for Health Care Administration
Oscar Gomez, Veterans Services
Tabitha Larrauri, Fla. Dept. of Children and Family Services

MPO Staff

Dusty Hansen, Senior Planner
Suzanne Miceli, Operations Support Specialist II

Others Present

Omar De Leon, Public Transit Manager, Collier Area Transit

Brian Wells, Director, Collier County Public Transit & Neighborhood Enhancement
Alex Showalter, Collier Area Transit
Mari Maldonado, Collier Area Transit
Jacob Stauffer, Collier Area Transit
Richard Brubaker, Collier Area Transit
Silvia Garcia, Collier Senior Center
Tiffany Campbell, Collier County Corporate Compliance and Continuing Improvement
Idela Hernandez, Employment Network of Southwest Florida

B. Pledge of Allegiance

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

None.

3. APPROVAL OF AGENDA

Ms. Watson moved to approve the agenda. Ms. Gualco seconded. Passed unanimously.

4. APPROVAL OF MEETING MINUTES

Approval of December 4, 2024 Meeting Minutes

Ms. Henry moved to approve the Meeting Minutes for December 4, 2024. Ms. Gualco seconded. Passed unanimously.

5. BOARD ACTION

A. Elect LCB Vice-Chair

Ms. Hansen said that the LCB Bylaws and Florida Administrative Code provide that LCB elect a Vice-Chair each calendar year, for a one year term beginning at the next LCB meeting. The Vice-Chair is elected by a majority vote by LCB. The Vice-Chair assumes the duties of the Chair and conducts LCB meetings in events of the Chair's absence. The Vice-Chair may serve more than one term. Any LCB member may elect another LCB member or volunteer themselves to serve as Vice-Chair.

Ms. Henry volunteered to serve as Vice-Chair again.

Ms. Gualco moved to nominate Ms. Henry to serve as LCB Vice-Chair. Ms. Watson seconded. Passed unanimously.

B. Review and Approve Proposed Rate Model for FY 2025/2026

Ms. Hansen said that The Florida Commission for the Transportation Disadvantaged (CTD)

requires the Community Transportation Coordinator (CTC) to submit a rate model annually. The rate calculations consider budgeted revenues, operating expenses and associated level of service. The information is factored into a Rate Model to produce equitable rates for Transportation Disadvantaged (TD) trips provided by the CTC. The rates are reviewed by LCB annually and included in the Transportation Disadvantaged Service Plan (TDSP) and the CTC's Trip and Equipment grant application. The Trip and Equipment grant provides revenue to the CTC for TD trips to support operations of the paratransit system. The CTC review of the rate model was happening concurrently

Ms. Hansen reviewed the current and proposed rate models (which can be viewed in the March 5, 2025 LCB Regular Meeting Agenda), showing a reduction in rates compared to the prior year's rate model.

A group discussion followed, regarding how the categorization/grouping of passengers and other cost considerations in the proposed rate model could contribute to an efficient use of grant funds and potentially provide CAT the opportunity to offer more trips.

***Ms. Gualco** moved to approve the Proposed Rate Model for FY 2025/2026. **Ms. Watson** seconded. Passed unanimously.*

C. Update From the CTC Regarding the 2024 CTC Evaluation Recommendations, Input from LCB Members

Ms. Hansen said that last year's Community Transportation Coordinator (CTC) evaluation found that the CTC was not meeting its On-Time Performance (OTP) goal of 90% or its accident/incident goal of 1.2 per 100,000 miles. The CTC's OTP during the evaluation period was approximately 80% and the accident rate was 62% higher than its goal. The CTC evaluation recommended that the CTC reconvene with LCB at its March 5, 2025, meeting if the OTP rate remained below 80% and the accident rate remained 62% higher.

Ms. Maldonado provided a presentation (which can be viewed in the March 5, 2025 LCB Regular Meeting Agenda) of CAT's OTP, which included suggestions for improvement.

A group discussion followed, regarding the possibility of reconsidering the 90% OTP expectation standard or travel times in the TD Service Plan, as there are many outer circumstances that can affect OTP, such as rider lateness, no-shows, and traffic congestion. CAT staff said they continue to look for opportunities to make OTP better.

Mr. Brubaker provided a presentation on CAT's safety updates (which can be viewed in the March 5, 2025 LCB Regular Meeting Agenda), explaining that drivers are being provided with safety training and that busses are being equipped with motion sensor technology to ensure driver safety compliance.

A group discussion followed regarding certain safety features that are required for wheelchairs to board busses to ensure protection of the user in case of a bus accident, and that bus drivers are trained to properly assess wheelchairs for these safety features and receive training in best practices of

communication, so all riders are treated with respect and dignity.

6. REPORTS & PRESENTATIONS

A. Community Transportation Coordinator (CTC) Quarterly Report

Mr. De Leon reviewed the CTC Quarterly report (which can be viewed in the March 5, 2025 LCB Regular Meeting Agenda).

A group discussion followed, regarding the various ways CAT strives to meet its OTP, including incorporating a process of discontinuing paratransit service to riders who do not notify CAT that they will not be taking their scheduled trips (no-shows) more than a certain number of times, which is based on a percentage system of relativity of ridership.

B. MPO Quarterly Progress Report

Ms. Hansen reviewed the MPO Quarterly report (which can be viewed in the March 5, 2025 LCB Regular Meeting Agenda).

C. FDOT Report

Ms. Booth said the Collier County's Public Transit Grant Agreement (PTGA) application was awaiting State Transportation Improvement Program (STIP) completion. Grant application revisions from December 2024 were being analyzed for clarity and completion. She reminded the Board that although FDOT scores the applications, the Federal Government decides the apportionment. FDOT's goal is to fund all application requests. FDOT was in round three of triennial reviews and would provide a notification when all agencies became compliant. The FDOT / Florida Public Transportation Association (FPTA) / Center for Urban Transportation Research (CUTR) Professional Development Workshop & Transit Safety and Operations Summit, facilitated by CUTR, was scheduled for June 9-11, 2025.

7. OTHER BUSINESS

None.

8. DISTRIBUTION ITEMS

A. Updated LCB Membership Roster

This item was distributed.

B. CTD Model Procedures for Adverse Incidents Related to Paratransit Services

This item was distributed.

9. BOARD MEMBER COMMENTS

None.

10. NEXT MEETING DATE

May 7, 2025, at 1:30 p.m., Regular Meeting, Collier County Government Center, County Administration Bldg. F, IT Training Room, 5th Floor, 3299 Tamiami Trail E., Naples, FL 34112.

11. ADJOURNMENT

*No further business being conducted, **Chair Pernas** adjourned the meeting at 2:59 p.m.*