

MEETING MINUTES

**LOCAL COORDINATING BOARD
FOR THE TRANSPORTATION DISADVANTAGED of the
COLLIER METROPOLITAN PLANNING ORGANIZATION
REGULAR MEETING**

**Collier County Government Center
Administration Bldg. F IT Training Room, Fifth Floor
3299 Tamiami Trail East, Naples, FL 34112
September 6, 2023
1:30 p.m.**

1. CALL TO ORDER

A. Roll Call

Chair Pernas called the regular meeting to order at approximately 1:30 p.m.

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

Members Present

Tony Pernas, MPO Board member, Everglades City, LCB Chair
Michelle Peronto, Florida Dept. of Transportation
Dylan Vogel, Citizens Advocate/User
Gabrielle Galanti, Local Medical Community
Leah Watson, Agency for Persons with Disabilities
Michael Stahler, Florida Agency for Health Care Administration
Lilith Sileika, Veterans Services
Carmen Henry, Southwest Florida Regional Workforce Development Board
Sarah Gualco, Area Agency on Aging SWFL-FL Dept. of Elder Affairs

Members Absent

Brett Nelson, Children at Risk
Cheryl Burnham, Florida Association for Community Action
Eileen Streight, Citizens Advocate/Non-User
Robert Richards, Fla. Dept. of Edu./Div. of Vocational Rehab Services
Tabitha Larrauri, Fla. Dept. of Children and Family Services

MPO Staff

Anne McLaughlin, Executive Director
Dusty Siegler, Senior Planner
Suzanne Miceli, Administrative Support

Others Present

Elena Ortiz-Rosado, Marketing Manager, Collier Area Transit
Mari Maldonado, Paratransit Manager, Collier Area Transit
Alex Showalter, Senior Planner, Collier Area Transit
Kayla Castro, Operations Support Specialist, Collier Area Transit
Daisy Diaz, Collier Area Transit
Mark Moujabber, General Manager, Collier Area Transit
Omar De Leon, Public Transit Manager, Collier Area Transit

Anthony Arfuso, Capital Consulting Solutions
Victor Nguyen, Capital Consulting Solutions

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. Galanti seconded. Passed unanimously.

4. APPROVAL OF MEETING MINUTES

A. Approval of May 3, 2023 Regular Meeting Minutes

Ms. Watson moved to approve the Regular Meeting Minutes for May 3, 2023. Ms. Galanti seconded. Passed unanimously.

5. BOARD ACTION

A. Review and Approve CTD Approved Rate Model for FY 23/24

Ms. Siegler: The Florida Commission for the Transportation Disadvantaged (CTD) requires the Community Transportation Coordinator (CTC) to provide a rate model to produce equitable rates for Transportation Disadvantaged (TD) and Americans with Disabilities Act (ADA) passengers. The rate calculations consider budgeted revenues, operating expenses and associated level of service. The rates are reviewed and updated annually and included in the Transportation Disadvantaged Service Plan (TDSP) and in the Trip and Equipment grant application.

Mr. De Leon: The rate model you have been presented with represents the rates which have been established for the Trip and Equipment Grant. The rate model itself is comprised of the fiscal expenses associated with community utilization of the service.

Mr. Vogel moved to approve the CTD Approved Rate Model for FY 23/24. Ms. Galanti seconded. Passed unanimously.

B. Review of the Draft FY 2022-23 Annual Operating Report

Ms. Siegler: Each CTC must submit an Annual Operating Report (AOR) to the CTD by September 15. The Commission uses the information to determine each Coordinator's operating data, provide a statewide operational profile of the Florida Coordinated Transportation System, and to evaluate certain performance aspects of the coordinated systems. The Commission also uses the data collected in the AOR to substantiate the need for the CTC to request additional funds. The final AOR will be brought back to the LCB at the December meeting for approval, after the Commission's review has occurred.

Mr. De Leon: The AOR consists of fiscal and operating information for paratransit for the state fiscal year from July 1, 2022, to June 30, 2023. The data that has been provided by the coordinating

contractors, Sunrise and Easter Seals, with whom we have agreements - they provide their own transportation services for outings, and part of the agreement we have with them is that they track their information and provide it to us on an annual basis so it can be submitted to the CTD as part of our AOR.

Mr. De Leon discussed some of the information contained in the AOR.

Ms. Gualco moved to approve the Draft FY 2022-23 Annual Operating Report. Ms. Watson seconded. Passed unanimously.

C. Review and Comment on the Draft 2023 Transportation Disadvantaged Service Plan (TDSP) Major

Ms. McLaughlin: We are doing this update because Collier County is required to submit a Major Update of the TDSP due to the re-designation of Collier County Board of County Commissioners as the CTC. The Update must be submitted within 120 days. The TDSP is a five-year plan, which is updated annually. It looks at the development service and quality assurance components of the paratransit program, with a focus on evaluating performance, setting performance standards, evaluating needs, and equity. We are presenting this draft to you for your review and comment. We will adjust the draft based on your comments and bring it back to you for adoption at your special meeting scheduled for October 4, 2023. The purpose of the work is to qualify for reimbursement from the CTD for a portion of the cost of each passenger trip for eligible individuals and equipment.

Ms. McLaughlin discussed specifics related to the draft TDSP. A group discussion followed.

Ms. Siegler discussed the public involvement activities to solicit public input on the draft, including posting flyers on paratransit vehicles and at transfer stations, sending flyers to 54 local agencies that work with TD individuals, posting a legal ad related to the opportunity to comment, and including an article on the MPO's website advising of the opportunity to comment.

6. REPORTS & PRESENTATIONS

A. CTC Quarterly Report

Mr. De Leon: This item represents the operational statistics for April, May, and June of 2023 for the paratransit system. We are at about 9,000 to 10,000 trips a month. We are looking to improve our time efficiency. We are receiving five more vehicles, which will support that goal.

Mr. De Leon continued to discuss the details of the statistics.

B. MPO Quarterly Progress Report

Ms. Siegler: From April 1, 2023 to June 30, 2023, the MPO has accomplished the following tasks, which reflect program administrative support accomplishments for our TD Planning Grant: : the approval by LCB of the Memorandum of Agreement between the Commission and the CTC; Preparation for and attendance at the May 3 meeting; Preparation of the LCB meeting minutes; Approval of the updated LCB by-laws; Development of the 2023 Transportation Disadvantaged Service Plan (TDSP) Annual Update by Collier MPO and Collier Area Transit; The MPO worked with Capital Consulting Solutions and the CTC on the TDSP Major Update; MPO Staff attended the last CTD Business Meeting on June 15; and MPO Staff prepared the grant application for the FY 23/24 TD Planning Grant and an associated MPO Board resolution, which the LCB approved at its May 3, 2023 meeting.

C. FDOT Report

Ms. Peronto: Grants which relate to the LCB are mostly seen through the funding of paratransit vehicles. In the last three years (2021-23), the vehicles have been put on hold due to production and manufacturing issues, as well as negotiations. Production has been slowed across the State of Florida. Collier Area Transit has been awarded several paratransit vehicles, but they have been delayed. [Ms. Peronto subsequently clarified in an email to MPO staff that CAT will receive a total of 15 paratransit vehicles.]

A group discussion regarding the delay in providing vehicles followed.

The new grant cycle for FTA Sections 5310, 5311 and 5339 grants will open soon, and applications are due in December.

7. OTHER BUSINESS

None.

8. DISTRIBUTION ITEMS

A. Final 2023 TDSP Annual Update

Ms. Siegler: LCB approved the 2023 TDSP Annual Update at its May 3, 2023, meeting. MPO staff subsequently noticed a scrivener's error on the table of contents and list of tables on page 1, in that CTD Rate Model was erroneously referenced as 2022/2023 rates when they were in fact 2023/2024 rates. Also, the Preliminary Information Worksheet in Appendix C was updated by the CTD to include an alternate contact person. Mr. De Leon was listed as that person. This is being distributed for informational purposes.

B. Updated LCB Grievance Subcommittee Roster

Ms. Siegler: This is the distribution of an updated LCB Grievance Subcommittee roster to reflect the appointment of Leah Watson and Carmen Henry to the Grievance Subcommittee by the LCB.

9. BOARD MEMBER COMMENTS

Mr. Vogel: This may be my last meeting as I am moving to Albuquerque, New Mexico.

Ms. Galanti: Most of us live in Collier County and I believe a lot of our transportation issues are because our infrastructure doesn't allow for the mass amount of people coming into the county. I think this will increase a lot of the ride times. If at some point our county can broaden our infrastructure, it will help people get around more efficiently.

A group discussion followed.

10. NEXT MEETING DATE

October 4, 2023, at 1:30 p.m., Special In-Person Meeting, Collier County Government Center, County Administration Bldg. F, IT Training Room, 5th Floor, 3299 Tamiami Trail E., Naples, FL 34112.

December 6, 2023, at 1:30 p.m., Regular In-Person 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 2:25 p.m.*