



**MINUTES OF
APRIL 25, 2016
LOCAL COORDINATING BOARD FOR
TRANSPORTATION DISADVANTAGED SERVICES**



**FLORIDA ROOM
BUILDING C, 3RD FLOOR
2725 JUDGE FRAN JAMIESON WAY
VIERA, FLORIDA 32940
10:15 A.M. CALL TO ORDER**

INTRODUCTION OF MEMBERS

Member	Representing	8/17/15		11/16/2015		4/25/16	
				Present	Absent	Present	Absent
Councilwoman Martha Long, Chair	Elected Official	-	-	-	-	X	
Vacant	FL Dept of Children & Families	-	-	-	-		
Diane Poitras	FL Dept of Transportation	X		X		X	
William Crane	Public Education Community	X			X	X	
Almetia Britton	FL Dept of Education	X		X		X	
Dennis Vannorsdall	FL Dept of Veteran's Affairs	X		X		X	
Vacant	FL Assoc of Comm Action Agencies	-	-	-	-	-	-
Kyle Andrews	Persons over 60 Representative	X		x			X
David Ryan	Disabled Representative		X		X	X	
Linda Howard Vice-Chair	Citizen Advocate	X		X		X	
Vacant	State Services - Children at Risk	-	-	-	-	-	-
Randy Hunt	FL Dept of Elder Affairs	X			X	X	
Milagros Chervoni	FL Agency for Health Care Admin	-	-	-	-	X	
Sara Ann Conkling	Citizen Advocate / User	X		X		X	
Vacant	Private Trans. Industry	-	-	-	-	-	-
Alternates		Present	Absent	Present	Absent	Present	Absent
Samuel Weekley	FL Dept of Transportation		X		X		X
James Tapp, Jr.	Persons over 60 Representative		X		X		X
Jack Giordano	FL Dept of		X	X			X

	Education						
Vacant	Citizen Advocate	-	-	-	-	-	-
Sarah Lightell	FL Dept of Elders Affairs		X		X		X
Charlotte Keller	Agency for Health Care Admin.	X		X			X
Felicia Wilson	Citizen Advocate / User	X		X		X	
Larry Fowler	Disable Representative			X			X

Others Present:

Jim Liesenfelt, Transit Services Director/CTC
 Diana Yuan, Assistant County Attorney
 Lisa Hickman, Space Coast TPO
 Colby Stallings, Space Coast Area Transit
 Cathy Lively, Space Coast Area Transit
 Joe Lammon, Space Coast Area Transit
 Lori Hamilton, Space Coast Area Transit
 Gennaro Saliceto, Space Coast Area Transit
 Camille Tate, Melbourne, Space Coast Chapter National Federation of the Blind
 Joseph Naulty, Melbourne, Space Coast Chapter National Federation of the Blind
 Arlene Naulty, Melbourne, Space Coast Chapter National Federation of the Blind
 Rocky Randels, Transit One
 Sophia Villanvicenao, Florida Department of Transportation/VHB
 Rosemary Pardey, Space Coast Center for Independent Living

APPROVAL OF MEETING MINUTES, NOVEMBER 16, 2015

Motion to approve the minutes from November 16, 2015, by Sara Ann Conkling. Seconded by Felicia Wilson. Motion passed unanimously.

PUBLIC COMMENT

Camille Tate, National Association of the Blind. Newly formed chapter and wanted to make their present know.

Joe Naulty, President of the Space Coast Chapter of National Federation of the Blind

Discussion was held regarding goals and objectives of the Space Coast Chapter of the National Federation of the Blind.

REPORTS - COMMUNITY TRANSPORTATION COORDINATOR'S REPORT, Jim Liesenfelt

- The draft budget is in, there is some extra TD funding next fiscal year; otherwise the budget is status quo.
- There is not a lot happening with the Legislature. Two items is the clarification in Public Record Laws regarding distribution of Bus Videos and how to put your lights on the back of the buses.

Sara Ann Conkling – Real good success, during the 9th cent sales tax. Discussion ensued on the need for more funding; this board should be on records that we need more service.

Motion by Sara Ann Conkling, send a request to the TPO board asking that they take forward to the County Commission, a substantial increase in funding due to the fact the current resources do not meet the transportation needs of our County. Seconded by Almetia Britton.

After further discussion the Board decided to request the dollar amount of \$200,000 and the need to reiterate the specific priority, evenings and weekends.

Motion passed unanimously.

Jim Liesenfelt will draft a letter and distribute it to the members.

REPORTS - TD PLANNING GRANT REPORT

No action taken.

REPORTS - SCAT TD PERFORMANCE REPORT CARD

No action taken.

REPORTS - VOLUNTEERS IN MOTION REPORT

No action taken.

OLD BUSINESS - ELECTION OF VICE-CHAIR, Jim Liesenfelt

Linda Howard has volunteered to service as Vice-Chair.

Motion by David Ryan to appoint Linda Howard to serve as the Vice-Chair. Seconded by Randy Hunt. Motion passed unanimously.

NEW BUSINESS - COMMUNITY TRANSPORTATION COORDINATOR MEMORANDUM OF AGREEMENT, Jim Liesenfelt

Included in the agenda package is the memorandum of agreement between Brevard County and the Florida Commission for the Transportation Disadvantaged. This agreement is to designate Brevard County (Space Coast Area Transit) as the Transportation Coordinator for Brevard.

Motion by Linda Howard to approve the Agreement. Seconded by Felicia Wilson. Motion passed unanimously.

NEW BUSINESS - APPROVAL OF REVISED CANCELLATION AND NO-SHOW POLICY, Jim Liesenfelt

Jim Liesenfelt explained why and what changes were completed to the Cancellation and No-Show Policy.

- Removed reference to set amount of no-shows, i.e. three (3) no-shows; changed to reflect an excessive amount of no-shows. Excessive amount was defined as 20%.
- Change verbiage of Transportation Disadvantaged to Paratransit.
- Updated sample letters and door hangers to reflect above items.

Board discussed:

:

- Adding the word “monetary” to the sentence “There is no penalty for canceling rides.” on page 5, 6, 10 and 11.
- Or, removing the statement all together.

Jim Liesenfelt will bring back the revisions to the Board.

Motion by Linda Howard to table the item to the next meeting. Seconded by David Ryan. Motion passed unanimously.

NEW BUSINESS – PERFORMANCE MEASURES FOR COMMUNITY TRANSPORTATION COORDINATOR, Jim Liesenfelt

Staff received a letter from FDOT regarding the new Performance Measure requirements for the CTC.

- Timing of advanced scheduling requests
- On-time passenger pick up
- Improved routing to minimized passenger wait times
- Error rates for passenger pick up and drop off
- Collection and public posting of passenger satisfaction

Staff is awaiting clarification from FDOT and will have till September 30th to provide information to FDOT. We will be bring this back to the next meetings so the Board can see how we are coming along. This is just for information and will be placed under reports.

NEW BUSINESS - MOBILITY ENHANCEMENT GRANT, Jim Liesenfelt

This is for informational only. The Transportation Disadvantaged statewide program budget has allocated \$1,750,000 to a competitively award program that supports projects that:

- 1) Enhance the access of older adults, persons with disabilities, and low income individuals to healthcare, shopping, education, employment, public services, and recreation;
- 2) Assist in the development, improvement, and use of transportation systems in non-urbanized areas;
- 3) Promotes the efficient coordination of services;
- 4) Support inter-city bus transportation; or
- 5) Encourage private transportation provider participation

NEW BUSINESS – FY 2017 TRIP AND EQUIPMENT ALLOCATION, Jim Liesenfelt

The Brevard County's allocation from the Transportation Disadvantaged Trust Fund will be going up approximately \$200,000.

It is the intention of staff to add a couple of driver shifts to enhance evening and weekend service for the Transportation Disadvantaged.

MEMBER REPORTS

Sara Ann Conkling – We are in the hot part of budget season in the County, budget finalized in July and voted in September. May is the hot month for advocacy; publicly invite everyone to attend the County Commission meetings in May with her. Jim Liesenfelt – May 3rd and May 17th are the next County Commission meetings at 9:00 am.

Jim Liesenfelt – At your desk is the schedule for the next three meetings. I would like to “Thank” Councilwoman Long for stepping up to being the new Chair of the LCB.

ADJOURNMENT

Motion to adjourn by Felicia Wilson.

Minutes approved on 6/27/16.