




Transportation Disadvantaged Local Coordinating Board Meeting June 19, 2023



Call to Order and Pledge of Allegiance



Introduction of Members



Agenda

Local Coordinating Board for Transportation Disadvantaged Services

2725 Judge Fran Jamieson Way Viera, Florida 32940
Space Coast Room, Building C, Second Floor
June 19, 2023, 10:30 am.

- Item I. Call to Order and Pledge of Allegiance
- Item II. Introduction of Members
- Item III. Old Business
 - Update of the Transportation Disadvantaged Service Plan
 - Approve the updated Policy PLC-8, Transportation Disadvantaged Local Coordinating Board (TDLCB).
- Item IV. New Business
 - TD 101 Presentation- David Darm, Executive Director
 - Florida Commission for the Transportation Disadvantaged
- Item V. Member Reports
- Item VI. Public Comment
- Item VII. Adjournment

For recording purposes, please remember to speak directly into the microphone.

Public comments will be heard on items that do not appear on the agenda of this meeting. Please note that State Law and Administrative Rules prevent the Coordinating Board from taking any formal action on such items as discussed at this time. The Local Coordinating Board may schedule such items as act upon them in the future. The Chairperson is authorized to limit discussion, as necessary, with each commentary limited to three (3) minutes.

Notice: If a person desires to appeal any decision made by the Local Coordinating Board with respect to any matter considered at this meeting, he or she will need a record of the proceedings and that, for such purposes, he or she may need to ensure that a verbatim record of this proceeding is made, which record includes testimony and evidence upon which the appeal is to be based. Persons seeking to preserve a verbatim transcript of the record must make those arrangements at their own expense.

The needs of hearing or visually impaired persons shall be met if the Transit Services Department is contacted at 321-952-4561 at least 48 hours prior to the public meeting by any person wishing assistance.

Brevard County Local Coordinating Board for Transportation Disadvantaged Program 2023

Community Transportation Coordinator:

Terry Jordan, Director Transit Services Department
Space Coast Area Transit
401 South Varr Avenue, Cocoa FL 32922
Phone: (321) 635-7815 Fax: (321) 633-1905
Terry.Jordan@BrevardFL.gov

Designated Official Planning Agency

Debbie Flynn, Transportation Planner
Space Coast Transportation Planning Organization
2725 Judge Fran Jamieson Way, Building B, Melbourne FL 32940
Phone: (321) 690-6890 Fax: (321) 690-6827
Debbie.Flynn@sctpo.com

State Medicaid Operator

Vacant

Local Coordinating Board Attorney

Heather Balser, Esq. Assistant County Attorney
2725 Judge Fran Jamieson Way, Building C, Melbourne FL 32940
Phone: (321) 633-2090 Fax: (321) 633-2096
Heather.Balser@BrevardFL.gov

Commission for Transportation Disadvantaged

Kyle Mills Area 4 Project Manager
605 Suwannee Street MS-49, Tallahassee FL 32399-0450
Phone: (850) 410-5713 Fax: (850) 410-5752 T.D.D. 711
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Brevard County Transit Services

Terry Jordan, Director Transit Services Department
Space Coast Area Transit
401 South Varr Avenue, Cocoa FL 32922
Phone: (321) 635-7815 Fax: (321) 633-1905
Terry.Jordan@BrevardFL.gov

Members

Name and Address	Representing	Term	Status
Andrea Young City of West Melbourne Council Member 728 Wyeth Street West Melbourne FL 32904-7400 Phone – (321) 480-2770 E-mail – Ayoung@westmelbourne.gov	Chair	Indefinite	Chair
Luciana Taylor Florida Department of Transportation 719 S Woodland Boulevard Deland FL 32720 Phone - (386) 943-5119 E-mail – Luciana.Taylor@DOT.state.fl.us	Florida Department of Transportation	Indefinite	Member
Vacant	Florida Department of Children & Families	Indefinite	-
Vacant	Public Education Community	Indefinite	-
Jennifer Shirreffs Vocational Rehabilitation 1970 Michigan Ave, Bldg A Cocoa, FL 32926 Phone – (321) 690-3280 Fax – (321) 690-3279 E-mail – Jennifer.shirreffs@vr.fldoe.org	Florida Department of Education	Indefinite	Member
Dennis Vannorsdall Veteran Services Office 2725 Judge Fran Jamieson Way Bldg. B Viera, FL 32940 Phone - (321) 633-2012 Fax – (321) 637-5432 Dennis.Vannorsdall@brevardfl.gov	Florida Department of Veteran's Affairs	Indefinite	Member
Vacant	Florida Association of Community Action Agencies representing Economically Disadvantaged	Indefinite	-
Rocky Randels Mayor Emeritus City of Cape Canaveral PO Box 308 Cape Canaveral FL 32920 Phone – (321) 536-2864 R.Randels@cityofcapecanaveral.org	Persons over Sixty Representing Elderly of the County	Expires 02/24	Member
Camille Tate 2945 Kemblewick Dr, Apt 308 Melbourne, FL 32935 Phone – (321) 372-4899 E-mail – ctate2076@att.net	Disabled Representative	Expires 02/24	Member

Name and Address	Representing	Term	Status
Linda Howard 946 Golden Beach Blvd. Indian Harbor Beach, FL 32937 Phone - (321) 773-2691 LHoward@specialgatherings.com	Citizen Advocate	Expires 07/23	Vice-Chair
Jennifer Cleveland 2100 Hallwood Place Melbourne, FL 32901 Phone – (321) 302-3989 E-mail – 33jencl@gmail.com	Citizen Advocate	Expires 07/23	Member
Vacant	State Coordinating Council for Early Childhood Services – Children at Risk	Indefinite	-
Karla Radka Senior Resource Alliance 988 Woodcock Road, Suite 200 Orlando, FL 32803 Phone – (407) 514-1802 Fax – (407) 228-1835 E-mail karla.radka@sraflorida.org	Florida Department of Elder Affairs	Indefinite	Member
Vacant	Private for Profit or Non- Profit Transportation Industry	Indefinite	-
Victoria Anderson Agency for Health Care Admin. 400 W. Robinson St. S-309 Orlando, FL 32806 Phone – (407) 420-2483 Victoria.Anderson@ahca.myflorida.com	Florida Agency for Health Care Administration	Indefinite	Member
Vacant	Regional Workforce Board	Indefinite	-
Vacant	Representative Local Medical Community	Indefinite	-

Alternates

Name and Address	Representing	Term	Status
Carlos M. Colón Florida Department of Transportation 420 W. Landstreet Dr Orlando, FL 32824 Phone - (407) 319-8174 E-mail – Carlos.Colon@DOT.state.fl.us	Florida Department of Transportation	Indefinite	Alternate
Vacant	Florida Department of Children & Families	Indefinite	-
Vacant	Public Education Community	Indefinite	-
Audrey Turner Division of Blind Services 1970 Michigan Ave, A-2 Cocoa, FL 32926 Phone – (321) 634-3680 E-mail – Audrey.Turner@dbs.fldoe.org	Vocational Rehabilitation or Division of Blind Services	Indefinite	Alternate
Vacant	Florida Department of Veteran’s Affairs	Indefinite	-
Arlene Naulty 3924 Southwind Drive West Melbourne FL 32904 Phone – (321) 768-9500 Cell – (321) 890-2839 Email – Amnaulty@aol.com	Persons over Sixty Representing Elderly of the County	Expires 02/24	Alternate
Felicia Wilson 1418 Brook Dr Titusville, FL 32780 Phone – (321) 593-6605 E-mail –	Disabled Representative	Expires 02/24	Alternate
James Springer 20 Sutton Street Rockledge FL 32955 Phone – (321) 863-8365 Email –	Citizen Advocate	Expires 07/23	Alternate
Vacant	Citizen Advocate/ System User	Expires	-
Vacant	Local Representative for Children at Risk	Indefinite	-
Vacant	Florida Department of Elder Affairs	Indefinite	-
Vacant	Private for Profit or Non-Profit Transportation Industry	Indefinite	-

Name and Address	Representing	Term	Status
Glorybee Perez Agency for Health Care Admin. 400 W. Robinson St. S-309 Orlando, Fl. 32806 Phone – (407) 420-2493 Glorybee.Perez@ahca.myflorida.com	Designee Agency for Health Care Administration	Indefinite	Alternate
Vacant	Regional Workforce Board	Indefinite	-
Vacant	Representative Local Medical Community	Indefinite	-

03/01/2022



Update of the Transportation Disadvantaged Service Plan

Kenneth Harley

***ITEM III
Old Business***

Transportation Disadvantaged Service Plan Update

- Attachments
 - Summary of changes of the Transportation Disadvantaged Service Plan (TDSP)
 - Draft Transportation Disadvantaged Service Plan (TDSP)

What is the Transportation Disadvantaged Service Plan

- “Transportation Disadvantaged Service Plan” -An annually updated plan jointly developed by the designated official planning agency and the Community Transportation Coordinator which contains a development plan, service plan, and quality assurance components.
- The plan shall be approved and used by the local Coordinating Board to evaluate the Community Transportation Coordinator.

TDSP Update

- Page 3. The effective date of the Memorandum of Agreement was updated to July 1, 2021 to June 30, 2026.
- Page 5. The routes were updated from 20 to 24.
- Pages 12-13. The population profile was updated to reflect 2020 data rather than 2028.
- Pages 23-24. Information was added regarding "Household Vehicle Availability"
- Page 24. Information was added in regards to Covid-19 Impacts on Travel Behavior

TDSP Update

- Pages 40-41. Updated the Outreach Activities
- Page 60. Accomplishments was updated to reflect:
 - Six Awards won at the 2022 Florida Public Transportation Association (FPTA) Annual Conference
 - Adoption of the Transit Development Plan
 - Talk Transit with Terry Program
 - Initiated the Comprehensive Operations Analysis

TDSP Update

- Page 65. Prioritizations. This section was modified to confirm to the categories as outlined by the Commission for Transportation Disadvantaged.

Before	After
Medical appointments	Medical
Food Shopping	Nutrition
Employment	Employment
None	Education/Training/Daycare
Other	Life-Sustaining/Other

TDSP Update

- Medical. Include trips to the doctor, dentist, chiropractor, hospital or pharmacy.
- Nutritional. Trips to or from locations to receive a meal, or grocery shopping. Meals on wheels should not be included in this report
- Employment. Trips to or from a job interview, current job, or a job-related duty that is related to receiving payment for employment, including sheltered workshops
- Education/Training/Daycare
- Life-Sustaining/Other. Trips for the purpose of conducting personal business (e.g. banks, social service offices, visiting spouse/parent in nursing home); and shopping, excluding grocery shopping. This could include after school programs, social, or recreational reasons. Volunteer workers and support groups would also be included in this category.

TDSP Update

	TDSP Standard	Actuals 2022
• Medical	45%	28%
• Nutritional	5%	5%
• Employment	20%	16%
• Other	30%	51%

TDSP Update

Eligibility Criteria

Pages 65-66:

- All passengers desiring to take advantage of the Transportation Disadvantaged Trust Fund program to subsidize their transportation must complete the “Space Coast Area Transit Transportation Disadvantaged Services Application” and present at least one of the following supporting documentation to confirm the person’s eligibility.
- Over the age of 60 – validate date of birth by either:
- Driver’s License
- Birth Certificate
- Government issued identification
- Disabled – Any physical or mental disability as outlined in the Americans with Disabilities Act of 1990 or has a child who is disabled or high risk which may be verified by either:
- Disabled Veteran’s Letter
- Doctor’s note
- Certification from a partnering agency.
- Other means

TDSP Update

- Page 67. Promise Inc. added as a Coordination Contractor
- Page 71. Standards Established
 - No more than one (1) complaint per 1,000 trips annually.
 - Added the TD Helpline number 800-983-2435
 - No more than five (5) no shows per 1,000 trips.

TDSP Update

Page 74 Table 15

- Update of TD Trust Fund Service Rates.

Previous Rates

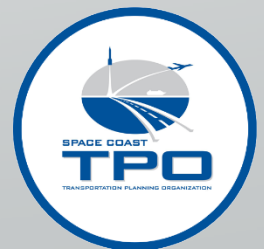
Service Type	Unit	Cost Per Unit
Ambulatory	Passenger Mile	\$1.81
Wheelchair	Passenger Mile	\$3.11

New Rates

Service Type	Unit	Cost Per Unit
Ambulatory	Passenger Mile	\$2.18
Wheelchair	Passenger Mile	\$3.74

Policy PLC-8 Transportation Disadvantaged Local Coordinating Board (TDLCB) Update

Debbie Flynn
ITEM III
Old Business



Local Coordinating Board Agenda Item

June 19, 2023

Item III. Old Business

Section X.XX Policy PLC-8, Transportation Disadvantaged Local Coordinating Board (TDLCB)

Discussion:

The Space Coast TPO operates through established policies and procedures. These policies are periodically reviewed by both staff and TPO legal counsel to make sure that the latest legal references are included and reflect the most current rules and regulations.

Through an annual review of Policy PLC-8, Transportation Disadvantaged Local Coordinating Board (TDLCB), it was discovered that an update was required to reflect the most current rules and regulations per the Florida Administrative Code Rule 41-2.012 and Section 427.0157, Florida Statute. The attached Policy PLC-8, TDLCB reflects the appropriate changes.

Requested Action:

Approve the updated Policy PLC-8, Transportation Disadvantaged Local Coordinating Board (TDLCB).

Attachments:

- Track changes version of Policy PLC-8, TDLCB, **Attachment A**
- Clean version of Policy PLC-8, TDLCB, **Attachment B**
- PowerPoint Slides, **Attachment C**

Attachment B

Policy PLC-8: Transportation Disadvantaged Local Coordinating Board (TDLCB)

1.0 TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB).

(A) The Space Coast Transportation Planning Organization (SCTPO), in accordance with Chapter 427, Florida Statutes, hereby establishes the TDLCB. The general purpose and duties of the TDLCB are to:

(1) Review and approve the coordinated community transportation disadvantaged service plan, including the Memorandum of Agreement between the Commission for the Transportation Disadvantaged and the Community Transportation Coordinator, prior to submittal to the Commission;

(2) Evaluate services provided in meeting the approved plan;

(3) In cooperation with the community transportation coordinator, review and provide recommendations, to the Commission for the Transportation Disadvantaged (hereinafter called "the Commission") on funding applications affecting the transportation disadvantaged;

(4) Assist the community transportation coordinator in establishing eligibility guidelines and priorities with regard to the recipients of non-sponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund moneys.

(5) Review the coordination strategies of service provision to the transportation disadvantaged in the designated service area;

(6) Evaluate multi-county or regional transportation opportunities; and

(7) Work cooperatively with local workforce development boards established in chapter 445 to provide assistance in the development of innovative transportation services for participants in the welfare transition program.

(B) *Membership.* The membership of the TDLCB, organizational structure, and specific responsibilities shall consist of the members as designated and in accordance with the rule 41-2.012, Florida Administrative Code, and section 427.0157, Florida Statute

(1) The following agencies or groups shall be represented on the Board as voting members:

(a) An elected official appointed by the SCTPO (the SCTPO shall appoint an elected official as the chair);

(b) A local representative of the Florida Department of Transportation;

(c) A local representative of the Florida Department of Children and Family Services;

(d) A local representative of the Public Education Community which could include, but not limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible;

(e) In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation, or the Division of Blind Services, representing the Department of Education;

(f) A person recommended by the local Veterans Service Office representing the veterans of the county;

(g) A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the county;

(h) A person over sixty representing the elderly in the county;

(i) A person with a disability representing the disabled in the county;

(j) Two citizen advocate representatives in the county; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation;

(k) A local representative for children at risk;

(l) In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the

Community Transportation Coordinator;

(m) A local representative of the Florida Department of Elderly Affairs;

(n) An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the Community Transportation Coordinator;

(o) A local representative of the Florida Agency for Health Care Administration;

(p) A local representative of the Agency for Person with Disabilities;

(q) A representative of the Regional Workforce Development Board established in Chapter 445, Florida Statutes; and

(r) A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department, or other home and community based services.

(2) *Alternate members.*

(a) Alternate representatives on the board shall vote, participate for the purpose of forming a quorum, make or second motions, and otherwise act as a member of the TDLCB, only in the absence of the representative that the alternate has been appointed to serve in place of; provided, however, that alternate representatives may always attend board meetings and participate in debate. All appointed alternate members who are attending a meeting as a sitting member on the TDLCB are required to register a vote on all issues presented, except in the event that there is, or appears to be, a voting conflict of interest as provided in section 112.3143, Florida Statutes, or as specified in section 286.012, Florida Statutes. Abstentions are not permitted, except as provided by law. Votes should be consistent with the public interest. If both the appointed and alternate member attend the same meeting, only the appointed member may vote on items.

(b) All members of the TDCB may have their appointing agency or organization designate, in writing, an alternate who may vote only in the absence of that member. All members not representing an agency or organization may have an alternate, who may vote only in the absence of that member, appointed for them by Space Coast Area Transit.

(3) *Technical Advisors.* Upon majority vote of the quorum of the coordinating board, technical advisors may be approved for the purpose of providing the coordinating board with technical advice as necessary. The technical advisors shall not be allowed to vote.

(4) *Non-Voting Members.* Additional non-voting advisers may be appointed by the SCTPO.

(C) *Appointment of Chair.* A current member of the Space Coast TPO Governing Board shall be elected each year by the Governing Board to serve as the official Chair for all TDLCB meetings. If for any reason the appointed Chair is unable to fulfill said Chair's term the SCTPO Governing Board will select a replacement.

(D) *Appointment to the TDLCB.* The SCTPO shall appoint the non-agency members of the Coordinating Board. In making appointments, the SCTPO shall consider membership and alternate membership nominations made by the Transportation Disadvantaged Local Coordinating Board Nominating Committee. The Transportation Disadvantaged Local Coordinating Board Nominating Committee shall not have jurisdiction to recommend membership and alternate membership appointments for agency positions to the TDLCB. Except for the Chair, the members and alternate members of the Board shall be appointed for three (3) year staggered terms. The Chair shall serve until replaced by the SCTPO. No employee of the Community Transportation Coordinator shall serve as a voting member of the Coordinating Board. However, an elected official serving as chair of the Coordinating Board, or other governmental employees that are not employed for the purpose of making provisions for transportation, shall not be precluded from serving as voting members of the Coordinating Board.

(E) *Termination of Membership.* Any non-agency members of the board may resign at any time by notice in writing to the chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the chairperson. Each member of the Board is expected to demonstrate interest in the board's activities through attendance of the scheduled meetings. The SCTPO shall review, and consider rescinding the appointment of any voting non-agency member of the board who fails to attend three (3) consecutive meetings. The staff of the TDLCB shall contact department supervisors of all members representing an agency who fail to attend three (3) consecutive meetings to discuss possible termination of an appointment or appointment of a new representative.

(F) *TDLCB Nominating Committee.* The committee shall consist of three (3) members, the TDLCB Chair, one (1) Space Coast Area Transit staff member, and one (1) SCTPO staff member. This committee will select new or replacement members for vacancies from eligible applicants within the county for non-agency mandated positions, to be approved by the SCTPO Governing Board.

(G) *Duties of the TDLCB.*

(1) The Board shall hold an organizational meeting each year for the purpose of electing a Vice-Chair. The Vice-Chair shall be elected by a majority vote of the members of the Board voting at the organizational meeting. The Vice-Chair shall serve a term of one year starting with the next meeting after the election, or until a successor shall be elected, whichever event shall occur later in time. In the event of the Chair absence, the Vice-Chair shall assume the duties of the Chair and conduct the meeting. In the event of the absence of vice-chair, the TDLCB members will select a member to temporarily assume the duties of the vice-chair and conduct the meeting.

(2) The Board shall meet at least quarterly as required by section 427.0157, Florida Statutes, and shall perform the following duties as specified in rule 41-2, Florida Administrative Code:

(a) Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Transportation Disadvantaged Commission and the Chair of the SCTPO.

(b) Annually, provide the Transportation Disadvantaged Commission and the SCTPO with an evaluation of the community transportation coordinator's performance in general and relative to Transportation Disadvantaged Commission and local standards as referenced in rule 41-2.006, F.A.C., and the performance results of the most recent Transportation Disadvantaged Service Plan. As part of the coordinator's performance, the Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable.

(c) Annual public hearing. The Board shall hold a minimum of one public hearing annually for the purpose of receiving input on unmet needs or any other services that relate to the local transportation system in Brevard County;

(d) Review and approve the Memorandum of Agreement between the Community Transportation Coordinator and the Commission for Transportation Disadvantaged, including the Coordinated Community Transportation Disadvantaged Service Plan;

(e) On a continuing basis, evaluate services provided under the designated service plan. Annually, prior to the Coordinator's annual evaluation, provide the SCTPO with an evaluation of the Coordinator's performance in general and relative to the Commission for Transportation Disadvantaged standards and the completion of the annual service plan;

(f) In cooperation with the Community Transportation Coordinator, review and provide recommendations to the Commission for Transportation Disadvantaged and the SCTPO on all applications for local government, state or federal funds relating to transportation of the transportation disadvantaged in the designated service area to ensure that any expenditures within the designated service area are provided in the most cost effective and

efficient manner;

(g) Review coordination strategies for service provision to the transportation disadvantaged in the designated service area to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours and types of service in an effort to increase ridership. Such strategies should also encourage multi-county and regional transportation service agreements between area Community Transportation Coordinators and consolidation of adjacent designated service areas when it is appropriate and cost effective to do so;

(h) Appoint a Grievance Subcommittee to process and investigate complaints from agencies, users, potential users of the system and the Community Transportation Coordinator, and make recommendations to the TDLCB for improvement of service. The Coordinating Board shall establish procedures to provide regular opportunities for issues to be brought before such subcommittee and to resolve them in a timely manner;

(i) In coordination with the Community Transportation Coordinator, jointly develop applications for funds that may become available;

(j) Consolidate the annual budget estimates of local, district, state, agency, and federal government transportation disadvantaged funds and forward said information to the Commission for Transportation Disadvantaged no later than September 15 for reporting purposes. A copy of the consolidated report shall be provided to the SCTPO for planning purposes;

(k) Assist SCTPO in preparing a Transportation Disadvantaged Element in their Transportation Improvement Program (TIP); and

(l) Review and approve the Coordinated Transportation Development Plan for consistency with approved minimum guidelines and the goals and objectives of the Coordinating Board.

(H) *Grievance Subcommittee.* The grievance subcommittee shall be comprised of five (5) voting members of the Transportation Disadvantaged Local Coordinating Board. The term of service on the grievance subcommittee shall be for a period of time beginning on January 1st and ending on December 31st of each year, or until new committee members are appointed, whichever event shall occur later in time. Members are eligible for reappointment by the Coordinating Board. The officers of the subcommittee shall be the Chair and the vice Chair, who shall be designated by the Coordinating Board. The Chair of the subcommittee shall call and preside at all meetings of the subcommittee. The Vice Chair shall serve as Chair in the absence of the Chair. At least three (3) of the voting members of the subcommittee must be present for the subcommittee to conduct business.

(I) *Coordinating Board procedures.*

(1) A majority of the total filled memberships of the TDLCB shall constitute a quorum. No official action shall be taken without a quorum. No motion shall be adopted by the TDLCB, except upon the affirmative vote of a simple majority of the voting members attending the meeting. Roberts Rules of Order, as revised, latest edition, shall be used to govern proceedings of the TDLCB and its subcommittees.

(2) *Continuance and Deferrals.*

(a) The TDLCB may continue or defer a scheduled public hearing to a date and time certain without further notice; provided, that the date and time of the continuance or deferral is announced at the originally scheduled hearing. Notice in compliance with Florida's Government-in-the-Sunshine Law, section 286.011, Florida Statutes, must be given prior to the continued public hearing date, and notice must be promptly posted in a conspicuous location on the SCTPO's internet web-site of the date and time to which the public hearing has been continued.

(b) If a quorum physically present at the advertised public hearing location is not obtained at the time of the advertised public hearing, the TDLCB chair, or said chair's designee, may publicly announce the continuance of the public hearing without further notice; provided, that the location, date and time of the continuance or deferral is announced at

the originally scheduled hearing. In addition, notice in compliance with Florida's Government-in-the-Sunshine Law, section 286.011, Florida Statutes, must be given prior to the continued public hearing date, and notice must be promptly posted in a conspicuous location on the SCTPO's internet web-site of the location, date, and time to which the public hearing has been continued.

(3) *Rescheduled meeting dates.* Prior to the advertised public hearing, if the TDLCB chair, or the chair's designee, determines that a quorum physically present at the meeting site cannot be obtained, the TDLCB chair, the chair's designee, may direct that the meeting will be continued until a specific date and time certain. Prior to the continued meeting, notice must be posted in a conspicuous location at the entrance to the meeting room where the meeting was scheduled to take place of the date and time to which the meeting was continued, and prior to the meeting, notice must be conspicuously posted on the SCTPO's internet web-site.

(4) *Emergency meetings.* The TDLCB may hold an emergency meeting, for the purpose of acting upon matters in the judgment of the TDLCB requiring and necessitating immediate action prior to the next regularly scheduled meeting of the TDLCB. The form of notice shall be as set forth in Section 4 above, except that notice need not be given at least seven (7) days before the meeting. The agenda and notice of the meeting shall be posted conspicuously on the SCTPO web-site, if operative, at the earliest reasonable time possible.

(5) *Virtual meetings.* The TDLCB, or a committee thereof, may hold meetings virtually using communications media technologies during certain declared state of emergencies. In a state of emergency, where the law permits these technologies may be used in lieu of in person meetings. During this time, meetings will be publicly noticed, and public comment will be available. Further instruction providing greater detail will be provided on a case by case basis at the time. Virtual meeting outreach tools and public access shall follow the latest adopted public participation plan.

(6) *Reliance on information presented by applicant.* The SCTPO and its departments, boards, and agencies, shall have the right to rely on the accuracy of statements, documents, and all other information presented to them on any matter.

(7) *Documents submitted at any public hearing.* The public is hereby advised that any document, paper, letter, map, book, tape, photograph, film, sound recording, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, submitted at or before a public hearing as a part of said public hearing or with relation to any agenda item, is hereby declared to be a Public Record, and is automatically made a part of the record of the hearing at which it was submitted. The original public record may not be returned to the person submitting the document, and all public hearing participants are hereby so advised.

(J) *Staff.* The Space Coast Area Transit shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in section 427.0157, Florida Statutes. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets, and minutes, including an attendance roster and other necessary administrative duties.

(K) *Communication.* The SCTPO authorizes the Board to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with rule 41-2 Florida Administrative Code.

The undersigned hereby certifies that she is the Chair of the Transportation Disadvantaged Local Coordinating Board and that the foregoing is a full, true, and correct copy of the policies of this Board as adopted by the Brevard County Transportation Disadvantaged Local Coordinating Board this ____ day of _____ 2023.

Andrea Young, TDLCB Chair

Attachment A

Policy PLC-8: Transportation Disadvantaged Local Coordinating Board (TDLCB)

1.0 TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB).

(A) The Space Coast Transportation Planning Organization (SCTPO), in accordance with Chapter 427, Florida Statutes, hereby establishes the ~~TDLCB Transportation Disadvantage Coordinating Board~~. The general purpose and duties of the ~~TDLCB Transportation Disadvantage Coordinating Board~~ are to:

(1) Review and approve the coordinated community transportation disadvantaged service plan, including the Memorandum of Agreement between the Commission for the Transportation Disadvantaged ~~Transportation Disadvantaged Commission~~ and the Community Transportation Coordinator, prior to submittal to the Commission;

(2) Evaluate services provided in meeting the approved plan;

(3) In cooperation with the community transportation coordinator, review and provide recommendations, to the Commission for the Transportation Disadvantaged ~~State Transportation Disadvantage Commission~~ (hereinafter called "the Commission") on funding applications affecting the transportation disadvantaged;

(4) Assist the community transportation coordinator in establishing eligibility guidelines and priorities with regard to the recipients of non-sponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund moneys.

(5) (4) Review the coordination strategies of service provision to the transportation disadvantaged in the designated service area;

(6) (5) Evaluate multi-county or regional transportation opportunities; and

(7) (6) Work cooperatively with local workforce development boards established in chapter 445 to provide assistance in the development of innovative transportation services for participants in the welfare transition program. ~~Assist the Community Transportation coordinator in establishing priorities with regard to recipients of non-sponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund monies.~~

(B) Membership ~~Membership~~. The membership of the ~~TDLCB Transportation Disadvantage Coordinating Board~~, organizational structure, and specific responsibilities shall consist of the members as designated and in accordance with the rule Florida Administrative Code Rule 41-2.012, Florida Administrative Code, and section Chapter 427.0157, Florida Statute

(1) The following agencies or groups shall be represented on the Board as voting members:

(a) An elected official appointed by the TPO (The TPO shall appoint an elected official as the Chair);

(b) A local representative of the Florida Department of Transportation;

(c) A local representative of the Florida Department of Children and Family Services;

(d) A local representative of the Public Education Community which could include, but not limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible;

(e) In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation, or the Division of Blind Services, representing the Department of Education;

(f) A person recommended by the local Veterans Service Office representing the veterans of the county;

(g) (f) A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the county;

(h) (g) A person over sixty representing the elderly in the county;

(i) ~~(h)~~ A person with a disability representing the disabled in the county;
 (j) ~~(i)~~ Two citizen advocate representatives in the county; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation;
 (k) ~~(j)~~ A local representative for children at risk;
 (l) ~~(k)~~ In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator;
 (m) ~~(l)~~ A local representative of the Florida Department of Elderly Affairs;
 (n) ~~(m)~~ An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the Community Transportation Coordinator;
 (o) ~~(n)~~ A local representative of the Florida Agency for Health Care Administration;
 (p) ~~(o)~~ A local representative of the Agency for Person with Disabilities;
 (q) ~~(p)~~ A representative of the Regional Workforce Development Board established in Chapter 445, Florida Statutes; and
 (r) ~~(q)~~ A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department, or other home and community based services. ; and
 (r) ~~A representative recommended by the local Veterans Service Office representing the veterans of Brevard County.~~

(2) Alternate members.

(a) Alternate representatives on the board shall vote, participate for the purpose of forming a quorum, make or second motions, and otherwise act as a member of the TDLCB, only in the absence of the representative that the alternate has been appointed to serve in place of; provided, however, that alternate representatives may always attend board meetings and participate in debate. All appointed alternate members who are attending a meeting as a sitting member on the TDLCB are required to register a vote on all issues presented, except in the event that there is, or appears to be, a voting conflict of interest as provided in section 112.3143, Florida Statutes, or as specified in section 286.012, Florida Statutes. Abstentions are not permitted, except as provided by law. Votes should be consistent with the public interest. If both the appointed and alternate member attend the same meeting, only the appointed member may vote on items.

(b) All members of the TDCB may have their appointing agency or organization designate, in writing, an alternate who may vote only in the absence of that member. All members not representing an agency or organization may have an alternate, who may vote only in the absence of that member, appointed for them by Space Coast Area Transit.

(3) ~~(2) Technical Advisors~~ Technical Advisors. Upon majority vote of the quorum of the coordinating board, technical advisors may be approved for the purpose of providing the coordinating board with technical advice as necessary. The technical advisors shall not be allowed to vote.

(4) Non-Voting Members. Additional non-voting advisers may be appointed by the SCTPO.

(C) Appointment of Chair ~~Appointment of Chair.~~ A current ~~An active~~ member of the Space Coast TPO Governing Board shall be elected each year by the Governing Board to serve as the official Chair for all TDLCB meetings. If for any reason the appointed Chair is unable to fulfill said Chair's term the SCTPO Governing Board will select a replacement.

(D) Appointment to the TDLCB ~~Appointment to the TDLCB.~~ The SCTPO shall appoint the non-agency members of the Coordinating Board. In making appointments, the SCTPO shall consider membership and alternate membership nominations made by the Transportation Disadvantaged Local Coordinating Board Nominating Committee. The Transportation Disadvantaged Local Coordinating Board Nominating Committee shall not have jurisdiction to recommend membership and alternate

membership appointments for agency positions to the TDLCB. Except for the Chair, the members and alternate members of the Board shall be appointed for three (3) year staggered terms. The Chair shall serve until replaced by the ~~SCTPO Space Coast Transportation Planning Organization~~. No employee of the Community Transportation Coordinator shall serve as a voting member of the Coordinating Board. However, an elected official serving as chair of the Coordinating Board, or other governmental employees that are not employed for the purpose of making provisions for transportation, shall not be precluded from serving as voting members of the Coordinating Board.

(E) Termination of Membership. Any non-agency members of the board may resign at any time by notice in writing to the chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the chairperson. Each member of the Board is expected to demonstrate interest in the board's activities through attendance of the scheduled meetings. The SCTPO shall review, and consider rescinding the appointment of any voting non-agency member of the board who fails to attend three (3) consecutive meetings. The staff of the TDLCB shall contact department supervisors of all members representing an agency who fail to attend three (3) consecutive meetings to discuss possible termination of an appointment or appointment of a new representative.

(F) TDLCB Nominating Committee ~~TDLCB Nominating Committee.~~ The committee shall consist of three (3) members, the TDLCB Chair, one (1) Space Coast Area Transit staff member, and one (1) SCTPO staff member. This committee will select new or replacement members for vacancies from eligible applicants within the county for non-agency mandated positions, to be approved by the SCTPO Governing Board. ~~The committee shall consist of two (2) members appointed by the SCTPO Governing Board Chair from the SCTPO Governing Board, the Technical Advisory Committee, or the Citizens Advisory Committee and one (1) member of the Transportation Disadvantaged Local Coordinating Board. The term of service on the committee shall be for a period of time beginning on January 1st and ending on December 31st of each year. Members are eligible for reappointment. The SCTPO Governing Board Chair shall select a chair. The Chair of the committee shall call and preside at all meetings of the committee. At least two (2) of the voting members of the committee must be present for the committee to conduct business.~~

~~(1) The nominating committee shall meet as often as necessary to recommend nominations of members to the Transportation Disadvantaged Local Coordinating Board for appointment by the SCTPO Governing Board. Persons interested in appointment should submit a letter of interest or resume to the SCTPO Executive Director, Space Coast Transportation Planning Organization, 2725 Judge Fran Jamieson Way, Melbourne, Florida 32940.~~

~~(2) The nominating committee shall review the letters of interest or resumes of interested persons and may interview interested persons. The committee shall also receive and consider recommendations by the SCTPO Executive Director. The committee will recommend nominees for appointment by the SCTPO Governing Board to the Transportation Disadvantages Local Coordinating Board. All meetings of the Committee shall be notices, are open to the public, and are subject to the Government in the Sunshine Act, Section 286.011, Florida Statutes.~~

(G) Duties of the TDLCB. ~~Duties of the TDLCB.~~

(1) The Board shall hold an organizational meeting each year for the purpose of electing a Vice-Chair. The Vice-Chair shall be elected by a majority vote of the members of the Board voting at the organizational meeting. The Vice-Chair shall serve a term of one year starting with the next meeting after the election, or until a successor shall be elected, whichever event shall occur later in time. In the event of the Chair absence, the Vice-Chair shall assume the duties of the Chair and conduct the meeting. In the event of the absence of vice-chair, the TDLCB members will select a member to temporarily assume the duties of the vice-chair and conduct the meeting.

(2) The Board shall meet at least quarterly as required by ~~section Chapter~~ 427.0157, Florida ~~Statutes, Statute,~~ and shall perform the following duties as specified in ~~rule Rule~~ 41-2, Florida Administrative Code:

(a) Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Transportation Disadvantaged Commission and the Chair of the ~~SCTPO Space Coast Transportation Planning Organization~~.

(b) Annually, provide the Transportation Disadvantaged Commission and the SCTPO with an evaluation of the community transportation coordinator's performance in general and relative to Transportation Disadvantaged Commission and local standards as referenced in rule 41-2.006, F.A.C., and the performance results of the most recent Transportation Disadvantaged Service Plan. As part of the coordinator's performance, the Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable.

(c) ~~(b)~~ Annual public hearing. The Board shall hold a minimum of one public hearing annually for the purpose of receiving input on unmet needs or any other services that relate to the local transportation system in Brevard County;

(d) ~~(c)~~ Review and approve the Memorandum of Agreement between the Community Transportation Coordinator and the Commission for Transportation Disadvantaged Transportation Disadvantaged Commission, including the Coordinated Community Transportation Disadvantaged Service Plan;

(e) ~~(d)~~ On a continuing basis, evaluate services provided under the designated service plan. Annually, prior to the Coordinator's annual evaluation, provide the ~~SCTPO Space Coast Transportation Planning Organization~~ with an evaluation of the Coordinator's performance in general and relative to the Commission for Transportation Disadvantaged Transportation Disadvantaged Commission standards and the completion of the annual service plan. ~~Recommendations relative to performance and the renewal of the Coordinator's contract shall be included in the report;~~

(f) ~~(e)~~ In cooperation with the Community Transportation Coordinator, review and provide recommendations to the Commission for Transportation Disadvantaged Transportation Disadvantage Commission and the ~~SCTPO Space Coast Transportation Planning Organization~~ on all applications for local government, state or federal funds relating to transportation of the transportation disadvantaged in the designated service area to ensure that any expenditures within the designated service area are provided in the most cost effective and efficient manner;

(g) ~~(f)~~ Review coordination strategies for service provision to the transportation disadvantaged in the designated service area to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours and types of service in an effort to increase ridership ~~to a broader population~~. Such strategies should also encourage multi-county and regional transportation service agreements between area Community Transportation Coordinators and consolidation of adjacent designated service areas when it is appropriate and cost effective to do so;

(h) ~~(g)~~ Appoint a Grievance Subcommittee to process and investigate complaints from agencies, users, potential users of the system and the Community Transportation Coordinator Transportation Disadvantaged Coordinator, and make recommendations to the ~~TDLCB Transportation Disadvantaged Local coordinating Board~~ for improvement of service. The Coordinating Board shall establish procedures to provide regular opportunities for issues to be brought before such subcommittee and to resolve them in a timely manner;

(i) ~~Appoint a member to the Nominating Committee to recommend potential candidates to the Space Coast Transportation Planning Organization for appointments;~~

(j) In coordination with the Community Transportation Coordinator, jointly develop applications for funds that may become available;

(k) ~~Prepare by October 1st an Annual Report to be consolidated with the Community Transportation Coordinator's Annual Operating Report, outlining the accomplishments and activities or other areas of interest to the Transportation Disadvantaged Commission for Transportation~~

~~Disadvantaged and the Space Coast Transportation Planning Organization SCTPO for the most recent operating year period;~~

(j) ~~(k)~~ Consolidate the annual budget estimates of local, district, state, agency, and federal government transportation disadvantaged funds and forward said information to the Commission for Transportation Disadvantaged ~~Transportation Disadvantaged Commission~~ no later than September 15 ~~December 1~~ for reporting purposes. A copy of the consolidated report shall be provided to the SCTPO ~~Space Coast Transportation Planning Organization~~ for planning purposes;

(k) ~~(l)~~ Assist SCTPO in preparing a Transportation Disadvantaged Element in their Transportation Improvement Program (TIP); ~~and -~~

~~(m) Develop and maintain a vehicle inventory and utilization plan of those vehicles purchased with transportation disadvantaged funds for inclusion in the Coordinating Board annual report to the Transportation Disadvantaged Commission; and~~

~~(l) (n)~~ Review and approve the Coordinated Transportation Development Plan for consistency with approved minimum guidelines and the goals and objectives of the Coordinating Board.

~~(H) (G)~~ Grievance Subcommittee. ~~Grievance Subcommittee.~~ The grievance subcommittee shall be comprised of five (5) voting members of the Transportation Disadvantaged Local Coordinating Board. The term of service on the grievance subcommittee shall be for a period of time beginning on January 1st and ending on December 31st of each year, or until new committee members are appointed, whichever event shall occur later in time. Members are eligible for reappointment by the Coordinating Board. The officers of the subcommittee shall be the Chair and the vice Chair, who shall be designated by the Coordinating Board. The Chair of the subcommittee shall call and preside at all meetings of the subcommittee. The Vice Chair shall serve as Chair in the absence of the Chair. At least three (3) of the voting members of the subcommittee must be present for the subcommittee to conduct business.

~~(I) (H)~~ Coordinating Board procedures. ~~Coordinating Board Procedures.~~

(1) A majority of the total filled memberships of the TDLCB shall constitute a quorum. No official action shall be taken without a quorum. No motion shall be adopted by the TDLCB, except upon the affirmative vote of a simple majority of the voting members attending the meeting. A quorum consists of six (6) voting members. Roberts Rules of Order, as revised, latest edition, shall be used to govern proceedings of the TDLCB ~~Transportation Disadvantaged Local Coordinating Board~~ and its subcommittees.

(2) Continuance and Deferrals.

(a) The TDLCB may continue or defer a scheduled public hearing to a date and time certain without further notice; provided, that the date and time of the continuance or deferral is announced at the originally scheduled hearing. Notice in compliance with Florida's Government-in-the-Sunshine Law, section s. 286.011, Florida Statutes, must be given prior to the continued public hearing date, and notice must be promptly posted in a conspicuous location on the SCTPO's internet web-site of the date and time to which the public hearing has been continued.

(b) If a quorum physically present at the advertised public hearing location is not obtained at the time of the advertised public hearing, the TDLCB chair ~~SCTPO Executive Director~~, or said chair's director's designee, may publicly announce the continuance of the public hearing without further notice; provided, that the location, date and time of the continuance or deferral is announced at the originally scheduled hearing. In addition, notice in compliance with Florida's Government-in-the-Sunshine Law, section s. 286.011, Florida Statutes, must be given prior to the continued public hearing date, and notice must be promptly posted in a conspicuous location on the SCTPO's internet web-site of the location, date, and time to which the public hearing has been continued.

(3) Rescheduled meeting dates. Prior to the advertised public hearing, if the TDLCB chair ~~SCTPO Executive Director~~, or the chair's director's designee, determines that a quorum physically present at the meeting site cannot be obtained, the TDLCB chair ~~SCTPO Executive Director~~, the chair's director's designee, may direct that the meeting will be continued until a specific date and time certain. Prior to the continued meeting, notice must be posted in a conspicuous location at the entrance to the meeting room where the meeting was scheduled to take place of the date and time to which the meeting

was continued, and prior to the meeting, notice must be conspicuously posted on the SCTPO's internet web-site.

(4) *Emergency meetings.* The TDLCB may hold an emergency meeting, for the purpose of acting upon matters in the judgment of the TDLCB requiring and necessitating immediate action prior to the next regularly scheduled meeting of the TDLCB. The form of notice shall be as set forth in Section 4 above, except that notice need not be given at least seven (7) days before the meeting. The agenda and notice of the meeting shall be posted conspicuously on the SCTPO web-site, if operative, at the earliest reasonable time possible.

(5) *Virtual meetings.* The TDLCB, or a committee thereof, may hold meetings virtually using communications media technologies during certain declared state of emergencies. In a state of emergency, where the law permits these technologies may be used in lieu of in person meetings. During this time, meetings will be publicly noticed, and public comment will be available. Further instruction providing greater detail will be provided on a case by case basis at the time.

Virtual meeting outreach tools and public access shall follow the latest adopted public participation plan.

(6) ~~(4)~~ *Reliance on information presented by applicant.* The SCTPO and its departments, boards, and agencies, shall have the right to rely on the accuracy of statements, documents, and all other information presented to them on any matter.

(7) ~~(5)~~ *Documents submitted at any public hearing.* The public is hereby advised that any document, paper, letter, map, book, tape, photograph, film, sound recording, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, submitted at or before a public hearing as a part of said public hearing or with relation to any agenda item, is hereby declared to be a Public Record, and is automatically made a part of the record of the hearing at which it was submitted. The original public record may not be returned to the person submitting the document, and all public hearing participants are hereby so advised.

(J) ~~(4)~~ *Staff.* ~~Staff.~~ The Space Coast Area Transit TPO shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in section Chapter 427.0157, Florida Statutes. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets, and minutes, including an attendance roster and other necessary administrative duties.

(K) ~~(J)~~ *Communication.* ~~Communication.~~ The SCTPO authorizes the Board to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with rule Rule 41-2 Florida Administrative Code ~~(FAC)~~.

The undersigned hereby certifies that she is the Chair of the Space Coast Transportation Planning Organization Governing Board and that the foregoing is a full, true, and correct copy of the policies of the Transportation Disadvantaged Local Coordinating Board as adopted by the Space Coast Transportation Planning Organization Governing Board for the Transportation Disadvantaged Local Coordinating Board, the ____ day of _____, 2023.

Andrea Young, SCTPO Governing Board Chair

Policy PLC-8, Transportation Disadvantaged Local Coordinating Board (TDLCB) Update

- ▶ The SCTPO may find it necessary to amend its policies to reflect the most current rules and regulations per the Florida Administrative Code Rule 41-2.012 and Section 427.0157, Florida Statute
- ▶ Cleaned up acronyms
- ▶ Added current language from the Florida Administrative Code Rule 41-2.012 and Section 427.0157, Florida Statute:
 - ▶ Duties of the TDLCB in the absence of the Chair and Vice-Chair
 - ▶ Annually, evaluate the community transportation coordinator's performance
 - ▶ What constitutes a quorum
 - ▶ Emergency Meetings
 - ▶ Virtual Meetings
- ▶ Provided clearer language regarding:
 - ▶ Alternate members responsibilities
 - ▶ Termination of membership
 - ▶³⁵ Nominating Committee



REQUESTED ACTION

A Motion to approve the changes to Policy PLC-8 Transportation
Disadvantaged Local Coordinating Board

New Business IV. TD 101 An Overview of the Transportation Disadvantaged Program

David Darm, Executive Director

Florida Commission for the Transportation Disadvantaged



TD 101

An Overview of the Transportation Disadvantaged Program

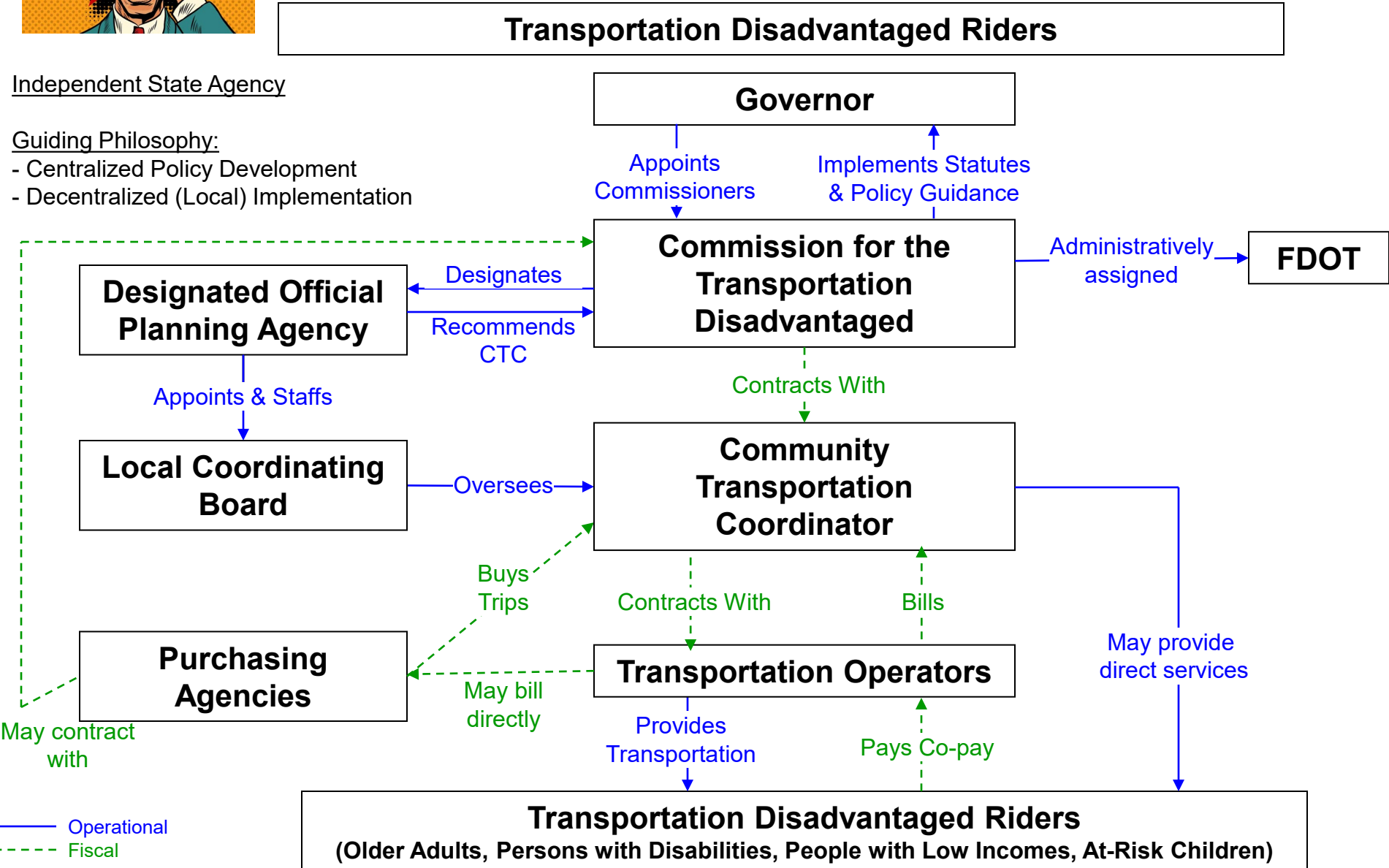


Presented:
June 19, 2023





Florida's Coordinated Transportation System Organizational Structure... At A Glance



“You’ve got to start with the customer experience and work backwards to the technology. You can’t start with the technology and try to figure out where you are going to try to sell it.”

Steve Jobs





Who Are Our Customers?



Who Do We Serve?



OLDER ADULTS



PERSONS WITH
DISABILITIES



PEOPLE WITH
LOW INCOME



AT-RISK
CHILDREN

They Could Need A Ride To...



Medical Services



Work



School



Grocery Store

...And May Have Limited Transportation Options

- Personal or Family Vehicle
- Public Transit
- Government “Sponsored” Transportation (e.g., Medicaid)
- Private On-Demand Services (e.g., taxi, Uber or Lyft, etc.)

TD Program Foundation

Coordinated System was established in 1979 to be “fully responsive to the needs” of this population.

Legislature created CTD and TD Trust Fund in 1989.

The purpose was to deliver the “coordination” of transportation services in each county in Florida.

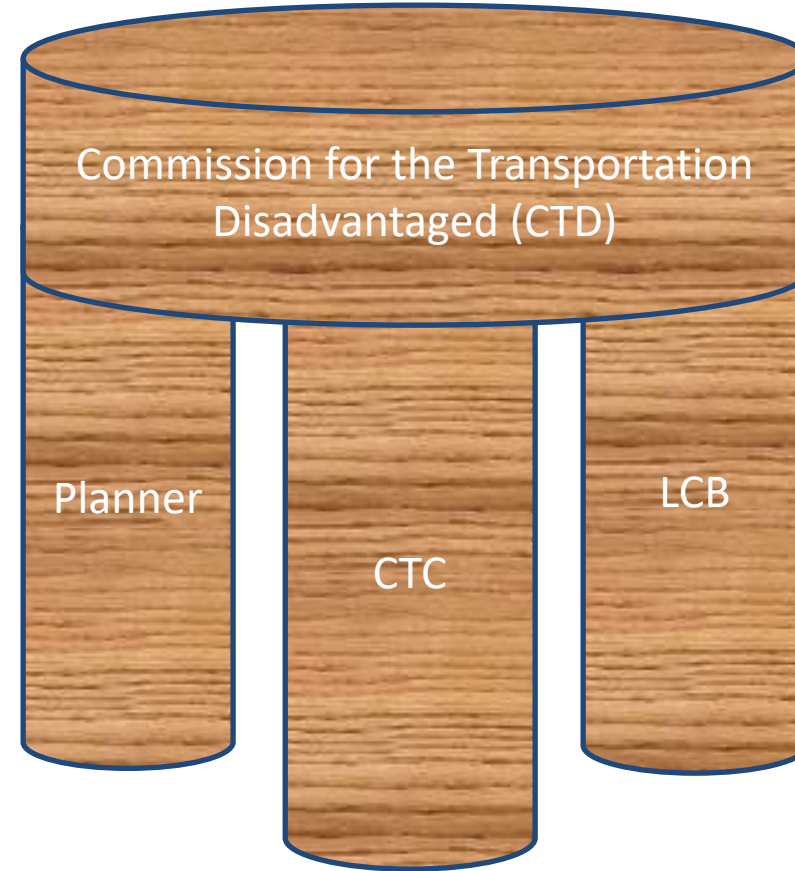
Implemented by three primary entities at local level:

- Community Transportation Coordinator (CTC)
- Designated Official Planning Agency (Planner)
- Local Coordinating Board (LCB)

CTD works with state/local partners to also purchase trips through Coordinated System.

Reimburses CTC for door-to-door (demand-response) trips or bus pass “fare” subsidies.

The “Three-Legged Stool” of Coordination



Governing Documents





What is “Coordinated Transportation”?

“Coordination” is the arrangement of transportation “in a manner that is cost-effective, efficient, and reduces fragmentation and duplication of services” (s. 427.011, F.S.).

For example, an individual may have access to medical transportation through Medicaid but require another funding source to access employment.

Trips that are not “sponsored” by any other purchasing agency may be purchased under the TD Trust Fund.

If TD riders can physically access the fixed-route system, TD funds may be used to purchase bus passes (more cost-effective than paratransit services).

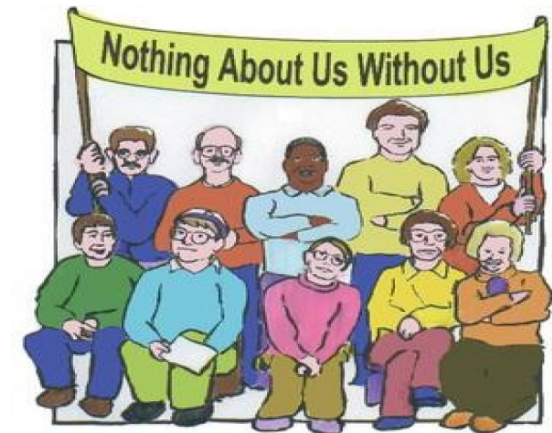
Who Are the System's Players?



Florida Commission for the



**Transportation
Disadvantaged**



CTD Responsibilities

Independent state government agency, administratively housed within the Florida Department of Transportation (FDOT).

Consists of seven board members, appointed by the Governor, and eight (non-voting) advisors representing state agencies, including FDOT.

Administers the Transportation Disadvantaged Trust Fund and distributes funding through its grant programs.

Develops rules and policies governing the Coordinated System.

Approves and contracts with CTCs to support the delivery of TD services.

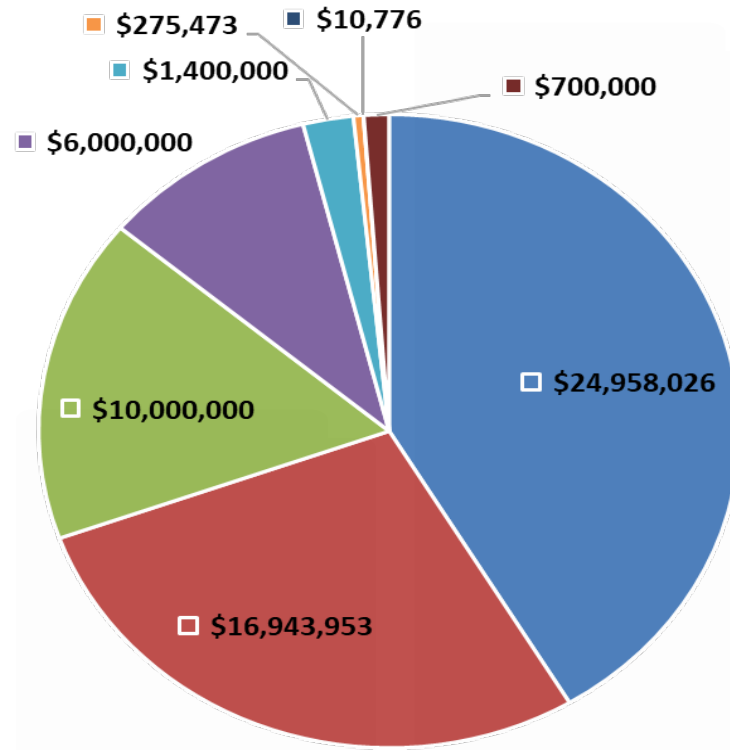
Designates the planning agency to implement program at local level, including staffing the Local Coordinating Boards.

Submits an annual performance report to the Governor and Legislature.



Transportation Disadvantaged Trust Fund Revenues FY22-23

\$60,288,228



- HSMV - Registration Fees (\$1.50)
- SB 1998 - State Transportation Trust
- FDOT Trust Fund - Capital Equipment
- HSMV- Voluntary
- FDOT Public Block Grant (15%)
- FDOT Trust Fund
- HSMV - Parking Permit (\$5.00)
- Interest

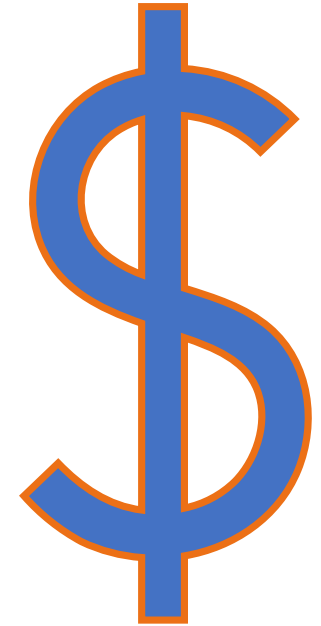
CTD Grant Programs

Trip & Equipment (T&E) Grant –

- Annually allocates funding to 67 counties for CTCs to purchase paratransit trips and bus passes for TD eligible riders.
- CTCs may use 25% of funding to purchase capital equipment.
- Legislature appropriated \$53 million for Fiscal Year 2023-24 (July 1, 2023 – June 30, 2024).
- Brevard County allocated approximately \$1.7 million for FY23-24.

Planning Grant – Awards \$1.8 million to assist Planners in fulfilling their responsibilities, including staffing the LCB.

- Brevard County allocated \$34,305 for FY2023-24.



CTD Grant Programs

“Shirley Conroy” Rural Area Capital Assistance Grant – Competitively awards \$1.4 million for CTCs to purchase vehicles and other capital in service to the TD population.

Innovative Service Development Grant –

- Supports competitive transportation projects that promote greater access to the community, cross-county mobility, and/or utilization of public transit.
- Encourages CTCs to use non-traditional providers (such as Uber, Lyft, taxis), if applicable to the project.
- Legislature appropriated \$6 million in FY 2023-24.



Planning Agency Responsibilities

May be an MPO, regional planning council, or other local organization performing planning activities for a service area.

Assists the CTC and LCB to implement local TD program.

Staffs and appoints members to the LCB.

Facilitates the procurement of the CTC and recommends approval by the CTD.

Works with CTC and LCB in developing the TD Service Plan.

Reviews the CTC's Annual Operating Report and submits to the LCB each year.



LCB Responsibilities

Represents local stakeholders of the TD program, including:

- Local elected officials (LCB Chair)

- Purchasing agencies (FDOT, Agency for Persons with Disabilities, etc.)

- Transportation provider organizations

- Rider advocates

Assists in establishing eligibility guidelines and trip priorities.

Assists CTC and Planner with developing the TD Service Plan.

Evaluates the performance of the CTC.

Appoints a grievance committee.



CTC Responsibilities

May be a transit agency, non-profit organization, for-profit company, or local governmental entity.

Provides and/or contracts with transportation companies to deliver trips to TD customers in county or multi-county area.

Determines rider eligibility based on state and local guidelines.

Invoices agencies for trips “purchased” for TD customers.

Assists LCB in developing the TD Service Plan.

Submits performance data to the CTD, compiled within the Annual Operating Report (AOR).



Partnering Agencies

State agencies that serve as advisors to the CTD and voting members to the LCB, including:

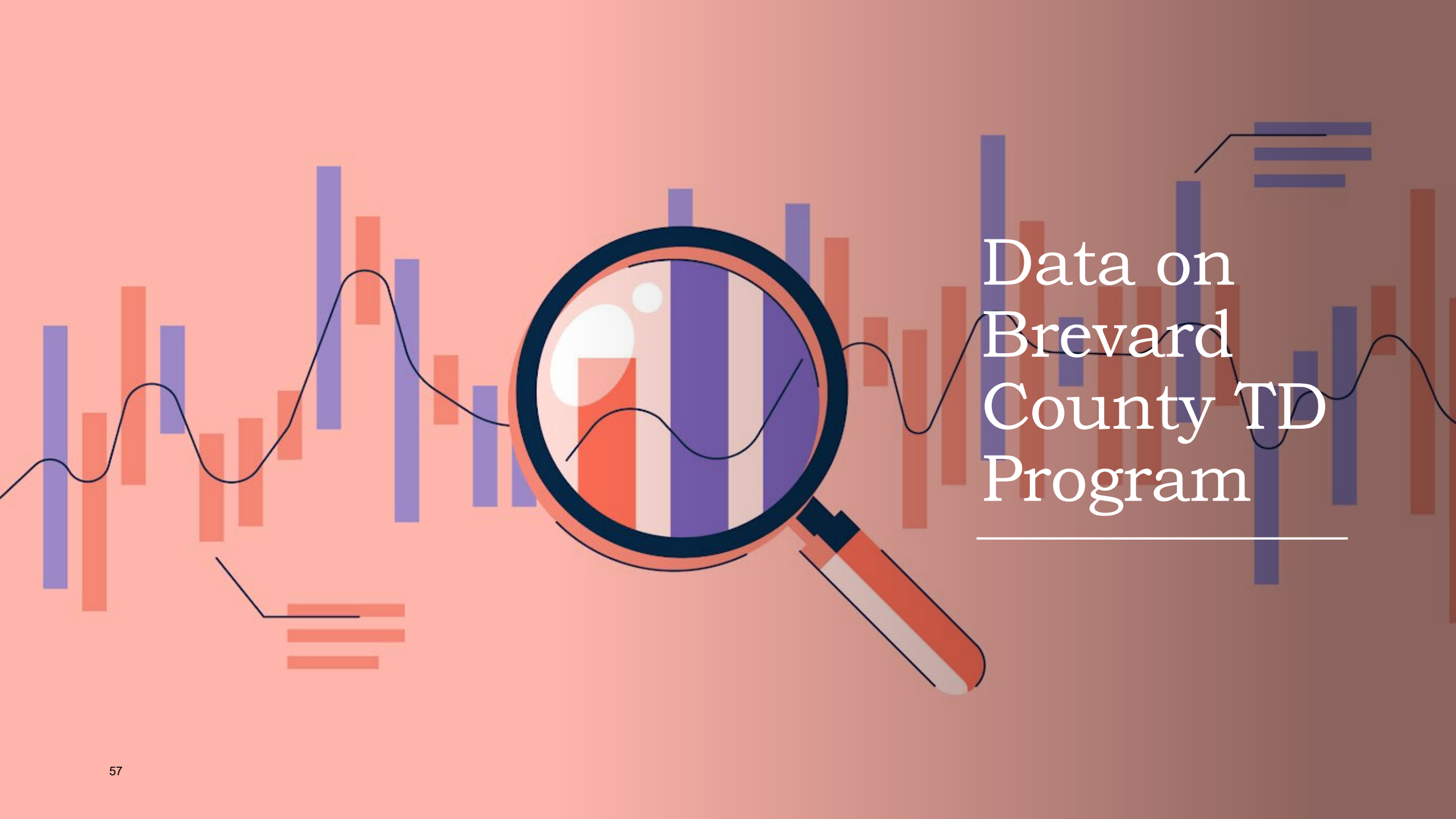
- FDOT
- Agency for Persons with Disabilities (APD)
- Agency for Health Care Administration (Medicaid)
- Department of Elder Affairs (DOEA)

Purchase trips or support the transportation operations that serve segments of the TD population.

Assist communities in designing transportation systems that meet the needs of TD customers.

Ensure their rules, procedures and guidelines are supportive of the TD population.

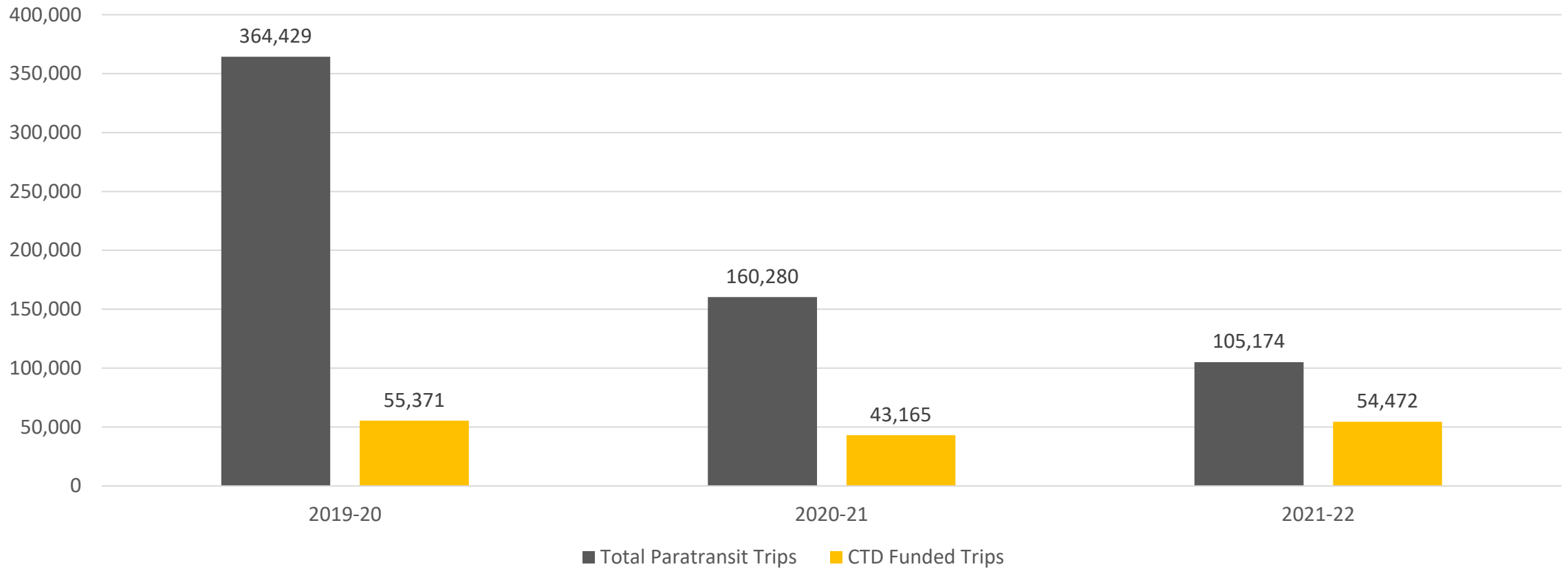


The background is a light pinkish-red gradient. It features an abstract illustration of a magnifying glass with a dark blue frame and a red handle, positioned over a bar chart. The bar chart has vertical bars in shades of purple, blue, and red. A black line graph with a white dot is also visible, winding across the chart. The text 'Data on Brevard County TD Program' is written in a white serif font, underlined, and positioned to the right of the magnifying glass.

Data on Brevard County TD Program

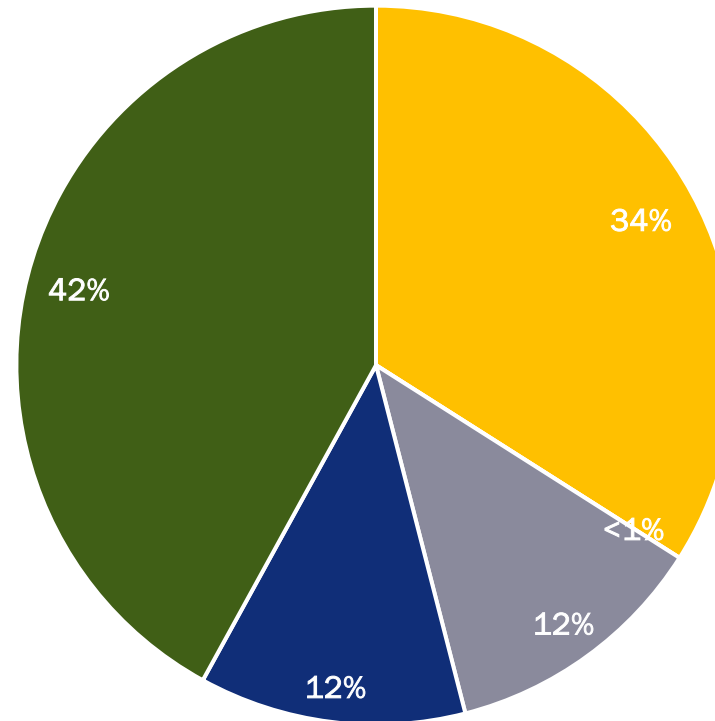
Brevard County Reported Paratransit Trips

Data Source: FY2021-22 AOR and T&E Grant Invoices



Passenger Trips by Purpose

Brevard AOR in FY 2021-2022



Education-Day Program

Food-Nutrition

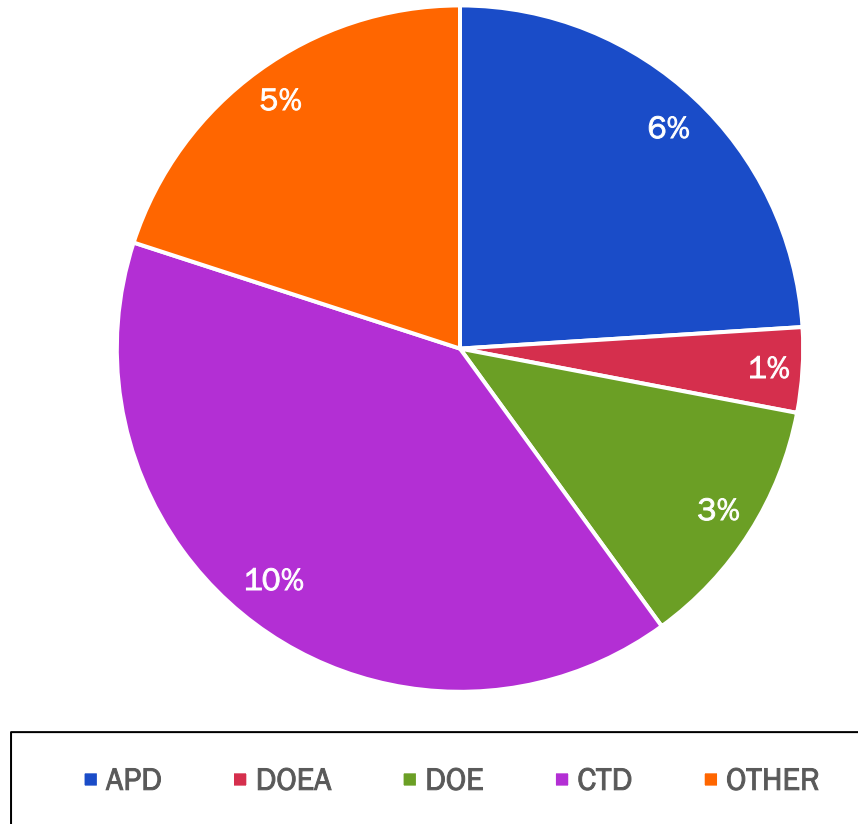
Medical

Life-Sustaining

Employment

Passenger Trips by Funding Source

Brevard AOR in FY 2021-2022



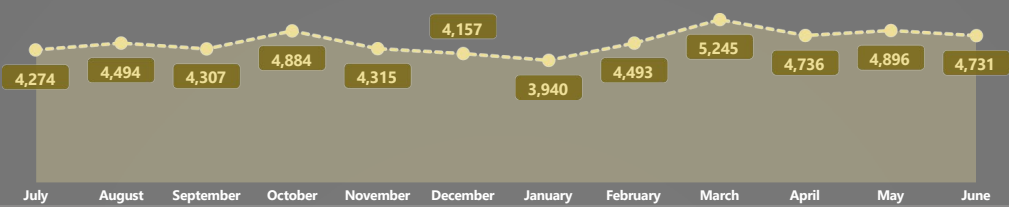
Brevard

2019-2020

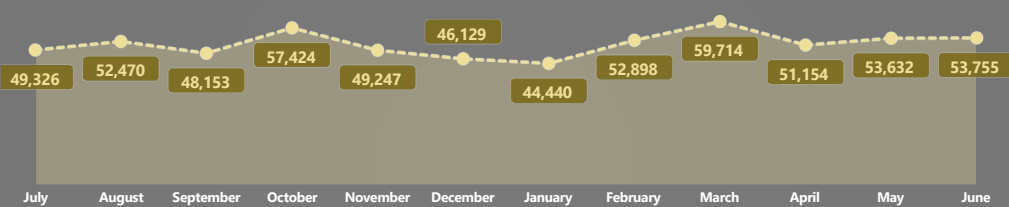
2020-2021

2021-2022

Total Passenger Trips by Month



Total Passenger Miles by Month



Total Passenger Trips and Miles

54,472	618,342.00	11.35
Passenger Trips	Passenger Miles	Average of Passenger Miles

Total Passenger Trips and Miles by Mode of Transportation

Ambulatory		
45,645	534,775.00	11.72
Passenger Trips	Passenger Miles	Average of Passenger Miles
Wheelchair		
8,827	83,567.00	9.47
Passenger Trips	Passenger Miles	Average of Passenger Miles

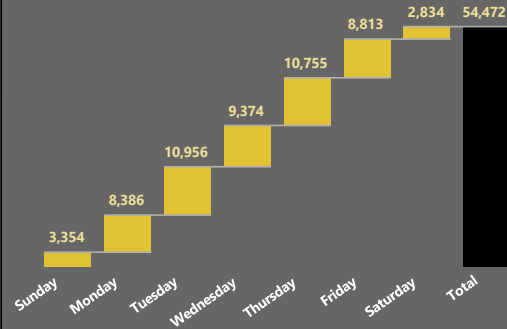
Brevard

2019-2020

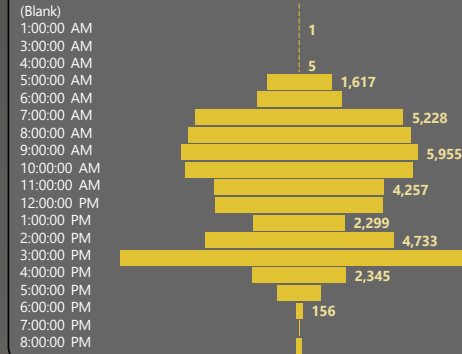
2020-2021

2021-2022

Passenger Trips by Day of the Week



Passenger Trips by Pick Up Start Hour



Trips	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
		5	1			1		7
1:00:00 AM			1					1
3:00:00 AM		1		1				2
4:00:00 AM			4		1			5
5:00:00 AM		194	443	205	465	193	117	1,617
6:00:00 AM		243	494	288	518	258	315	2,116
7:00:00 AM	74	996	1,049	1,031	1,034	997	47	5,228
8:00:00 AM	712	848	986	975	987	949	141	5,598
9:00:00 AM	486	833	1,164	1,115	1,125	935	297	5,955
10:00:00 AM	730	618	1,309	729	1,124	711	504	5,725
11:00:00 AM	372	516	979	622	869	527	372	4,257
12:00:00 PM	545	591	725	723	757	652	214	4,207
1:00:00 PM	7	447	378	496	449	514	8	2,299
2:00:00 PM	179	938	826	994	719	991	86	4,733
3:00:00 PM	13	1,672	1,835	1,710	1,925	1,600	244	8,999
4:00:00 PM	236	371	393	365	392	362	226	2,345
5:00:00 PM		71	300	49	340	62	263	1,085
6:00:00 PM		16	36	39	31	34		156
7:00:00 PM		1	4	2	1	2		10
8:00:00 PM		25	29	30	18	25		127
Total	3,354	8,386	10,956	9,374	10,755	8,813	2,834	54,472



What Can
You Do?

It Takes So Little To Help So Much!

You can easily help provide transportation
for children at risk, seniors, disabled and
low-income residents in **YOUR** community!


*"I rely on this service to
transport me to and from work
on a daily basis—I wouldn't be
employed without it."*
—James G.
Palm Beach County, FL

*"I have been in a nursing home
for three years and this is my
only means of transportation."*
—August E.
Baker County, FL

*"Going to the doctor's office, grocery
shopping, church and other activities
makes my quality of life worth living."*
—Bobbi V.
Palm Beach County, FL

*"It is critical that I have this
transportation assistance to my
dialysis three times a week."*
—Leroy M.
Nassau County, FL

*"We don't drive. We would not
be able to get anywhere."*
—Loretta B.
Flagler County, FL

 **CHECK THE BOX** and
donate \$1 or MORE to the
Transportation Disadvantaged
Voluntary Trust Fund when you
register or renew the tag on
your car, truck or boat.

**100% of All
Donations Go To
Assist People In
YOUR Community.**

For additional information please contact:
Florida Commission for the
Transportation Disadvantaged
605 Suwannee Street, MS-49
Tallahassee, Florida 32399-0450
1-800-983-2435
www.dot.state.fl.us/ctd

How You Can Serve Our Customers

- Be a voice for riders and your community on the LCB.
- Donate a dollar or more to the TD Trust Fund during vehicle registration.
- Inform elected officials and other local leaders about the importance of the TD program.
- Work with CTC and other partners to identify areas of need in the community.



Questions?

For more information, visit our website at: [Florida Commission for the Transportation Disadvantaged - Home \(fdot.gov\)](http://FloridaCommissionfortheTransportationDisadvantaged-Home.fdot.gov)

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Disadvantaged
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Item V.

Member Reports

Item VI.

Public Comment

Item VII.

Adjournment