



**NOVEMBER 13, 2017
LOCAL COORDINATING BOARD FOR
TRANSPORTATION DISADVANTAGED SERVICES**

**SPACE COAST ROOM
SECOND FLOOR
2725 JUDGE FRAN JAMIESON WAY
VIERA, FLORIDA 32940**

Meeting called to Order at 10:15 a.m.

Pledge of Allegiance

INTRODUCTION OF MEMBERS

Member	Representing	3/13/17		6/26/17		11/13/17	
		Present	Absent	Present	Absent	Present	Absent
Deputy Mayor Don Boisvert, Chairman	Elected Official	X	-	X	-	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	-	-	-	-	-	-
Rocky Randels	Persons over 60 Representative	X	-	X	-	X	-
Felicia Wilson	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	X	-	X	-
Sara Ann Conkling	Citizen Advocate / User	-	X	X	-	-	X
Vacant	Private Trans. Industry	-	-	-	-	-	-

Alternates		Present	Absent	Present	Absent	Present	Absent
Carlos Colon	FL Dept of Transportation	X	-	-	-	X	-
Fred McMillian	Persons over 60 Representative	-	-	-	-	-	X
Jack Giordano	FL Dept of Education	X		X		X	-
Vacant	Citizen Advocate	-	-	-	-	-	-
Sarah Lightell	FL Dept of Elders Affairs	X			X	-	X
Calvin Smith	Agency for Health Care Admin.	-	-	-	-	X	-
Robert Wise	Citizen Advocate / User	-	-	-	-	-	X
Camille Tate	Disable Representative	-	-	-	-	X	-

Others Present:

Scott Nelson, CTC/Space Coast Area Transit Interim Director
Sarah Kraum, Space Coast Transportation Planning Organization
Diana Yuan, Assistant County Attorney
Cathy Lively, Space Coast Area Transit
Terry Jordan, Space Coast Area Transit
Colby Stallings, Space Coast Area Transit
Lance Parker, Space Coast Area Transit
Joe Lammon, Space Coast Area Transit
Pat Ryan, Space Coast Area Transit
James Stringer, Citizen

APPROVAL OF MEETING MINUTES, JUNE 26, 2017

Felicia Wilson moved to approve the minutes as submitted, seconded by Dennis Vannorsdall. Motion carries unanimously.

REPORTS - COMMUNITY TRANSPORTATION COORDINATOR’S REPORT, Scott Nelson

Scott Nelson highlighted a few items that were not included in the Agenda Package.

- Fixed Route Ridership changes
- New Route Changes Highlighted
- Our budget was approved with no changes to ridership
- Bus stop moving ahead with the City of Titusville, A1A and FDOT accessible bus stops

- SCTPO ADA Study

TD PLANNING GRANT REPORT

No questions or comments.

SCAT TD PERFORMANCE REPORT CARD

Rocky Randels – Questions on ridership numbers, who is using it. *Carmen Baez – Clarified the questions.*

Linda Howard – 71% of riders are people who are either disabled or elderly and that is about 1.5 million a year, this is really good.

VOLUNTEERS IN MOTION REPORT

Discussion was briefly held on the new vans for the program.

NEW BUSINESS – ANNUAL OPERATING REPORT, Colby Stallings

Colby Stallings, Finance Officer, gave a power point presentation on the Annual Operating Report.

- Ridership has gone down.
- Bus passes and Fare box Revenue
- Reduced Fare ID
- What is the Annual Operating Report (AOR)?
 - FS 427
 - Evaluation of Performance
 - Operations and Financial Data
 - State Fiscal Year and Not the County's FY
 - TD Commission can ask for clarification or changes, this year there was not any questions this year.
- Agencies
- Passenger Trip Information
- Trips by Funding Sources
- Reasons for the Trip
- Vehicle Information

- Employee Information
- Revenue Comparison
- Revenue includes

Carlos Colon – Any FDOT funding used for vehicles? *Colby Stallings – No.*

Motion by Linda Howard to approved the Annual Operating Report as submitted, seconded by Felicia Wilson. Motion passed unanimously.

NEW BUSINESS – ANNUAL APPROVAL OF BY-LAWS, Scott Nelson

No changes have been made to the By-Laws this year.

Motion by Linda Howard to approve the 2018 By-Laws, seconded by Felicia Wilson. Motion passed unanimously.

NEW BUSINESS – ANNUAL APPROVAL OF GRIEVANCE PROCEDURES, Scott Nelson

No changes have been made to the Grievance Procedures this year.

Motion by Carlos Colon to approve the 2018 By-Laws, seconded by Dennis Vannorsdall. Motion passed unanimously.

MEMBERS REPORT

Sarah Kraum – TPO has funded an update to the ADA Assessment there is going to bus stop to bus stop, so you will see people wearing ids and taking measurements.

- One year project and expected to report to TPO.TAC and LCB in the fall of 2018.
- Over 1,000 bus stops
- The study will be looking at if the stops and if they meet ADA Compliance. Not necessarily if they have benches and shelters, but if they are in compliance and what it needs to be in compliance.

Dennis Vannorsdall – Shelter manager at Max Rodes Park, commented on Space Coast Area Transit; the commendable job that they did dropping off and picking up the Special Needs citizens. *Scott Nelson – Thank you , he is proud of our employees and county's BEST is working.*

Carlos Colon – Reminder 5310, 5311, 5309 Grant Workshop on December 2nd at FDOT.

Motion to adjourn regular meeting by Linda Howard, seconded by Felicia Wilson. Regular Meeting was adjourned.

Meeting adjourned at 11:00 am.

Minutes approved 05/14/2018