



**ORANGE/ OSCEOLA/ SEMINOLE COUNTIES JOINT TRANSPORTATION
DISADVANTAGED LOCAL COORDINATING BOARD**

DATE: Thursday, February 10, 2022

TIME: 10:00 a.m.



Wireless access available
Network = MpoGuest
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LOCATION: MetroPlan Orlando
David L. Grovdhal Board Room
250 S. Orange Avenue, Suite 200
Orlando, Florida 32801

PUBLIC ACCESS: To join the meeting from your computer, tablet or smartphone, please use
this link:
<https://us02web.zoom.us/j/88619713301?pwd=V0RSdFZ1Qk4rL09tek4xS9NVmk2Zz09>
Passcode: 715887

To dial in, please see the calendar item for this meeting:
[Transportation Disadvantaged Local Coordinating Board \(metroplanorlando.org\)](https://www.metroplanorlando.org/transportation-disadvantaged-local-coordinating-board)

Commissioner Mayra Uribe, Presiding

AGENDA

- I. CALL TO ORDER – Commissioner Mayra Uribe

- II. PLEDGE OF ALLEGIANCE

- III. ROLL CALL AND CONFIRMATION OF QUORUM – Ms. Lisa Smith

- IV. AGENDA REVIEW & ANNOUNCEMENTS– Ms. Virginia Whittington

V. PUBLIC COMMENTS ON ACTION ITEMS

Comments from the public will be heard pertaining to Action Items on the agenda for this meeting. People wishing to speak must complete a "Speakers Introduction Card" at the reception desk. Each speaker is limited to two minutes.

VI. Quality Assurance Task Force (QATF) Report

Ms. Marilyn Baldwin, Chairperson of the QATF, will provide a brief report from their January 25, 2022 meeting.

VII. CONSENT AGENDA

A. Approval of minutes of previous meeting TAB 1

The minutes of the November 18, 2021 Transportation Disadvantaged Local Coordinating Board meeting are included at Tab 1 for approval.

B. Acknowledgement of public meeting comments TAB 2

Staff requests acknowledgement of a summary of the public comments received during the annual public meeting November 18, 2021. The summary is attached at Tab 2.

VIII. ACTION ITEMS

A. Election of TDLCB Vice-Chair

B. Approval of New TDLCB Members

The Quality Assurance Task Force met January 25, 2022 to review applications received from parties interested in filling two vacancies on the TDLCB. Based on the consensus of the QATF, staff recommends approval of the following new TDLCB members:

Applicant	Position	Term
Ms. Cheryl Stone	Representing the Elderly (over 60)	Three Years
Ms. Marycell Rodriguez-Mabry	For-Profit Operator	-
Ms. Charlotte Campbell	At-Large Alternate	Three Years

C. Approval of 2022 TDLCB Membership Certification TAB 3

Pursuant to Rule 41-2.012(3), FAC, the MetroPlan Orlando Board will be asked to certify the membership of the Local Coordinating Board at its March 9, 2022 meeting. Action is requested to recommend approval of the TDLCB membership, which verifies compliance with the Commission for the Transportation Disadvantaged Local Coordinating Board and Planning Agency guidelines. Staff will update the certification document to include new members contingent upon Action Item VIII. B prior to submission to the MetroPlan Board.

D. 2022 Quality Assurance Task Force Membership

Staff requests confirmation of the recommended 2022 QATF membership as follows:

Ms. Marilyn Baldwin, representing the Disabled
Mr. Chad Ballard, representing the Medical Community
Ms. Crystal Ford, Orange County EMS
Mr. Wayne Olson, Florida Department of Education and Vocational Rehabilitation
Mr. Bob Melia, Citizen Advocate (System User)
Ms. Neika Berry, Citizen Advocate (Non-System User)
Mr. Adam Zubritsky, Public Education/Orange County Public Schools
Ms. Sharon Jennings, Agency for Persons with Disabilities, Alternate

E. Approval of 2022 TDLCB Bylaws

TAB 4

Pursuant to the CTD operating guidelines, the TDLCB is required to review their bylaws each year and recommend any necessary changes for approval. A preliminary review was conducted by the QATF at their meeting on January 25th. No changes were recommended by staff or members of the QATF. The bylaws are found in Tab 4. Staff requests approval of the bylaws as presented.

F. Approval of 2022 Grievance Procedures

TAB 5

Pursuant to the CTD operating guidelines, annually, the TDLCB must review and update its grievance procedures, if necessary. The grievance procedures were reviewed by the QATF at their January 25, 2022 meeting. No changes were recommended. Staff requests approval of the Grievance Procedures found at Tab 5.

G. Appointment of 2022 Grievance Committee

Pursuant to the TDLCB Grievance Procedure, a Grievance Committee shall be appointed by the Transportation Disadvantaged Local Coordinating Board Chair and shall consist of at least five (5) voting members of the TDLCB. Staff recommend previously appointed members continue as the 2022 Grievance Committee:

Ms. Diane Arnold, representing the Economically Disadvantaged
Mr. Wilfredo Raices, representing Early Childhood Development
Ms. Janeé Olds, representing Regional Workforce Development
Ms. Alnita Whitt, representing Veterans
Mr. Adam Zubritsky, representing Public Education
Ms. Neika Berry, Citizen Advocate (Non-System User), Alternate

The Grievance Committee will only convene in the event an irreconcilable complaint is filed.

H. Community Transportation Coordinator Evaluation

TAB 6

Pursuant to Florida Statutes 427.15 the performance of the Community Transportation Coordinator (CTC) shall be evaluated annually by the local coordinating board based on the CTD approved evaluation criteria. A copy of the completed evaluation shall be submitted to the metropolitan planning agency and the Commission. The recommendation or termination of any CTC shall be subject to approval by the Commission.

Ms. Whittington will provide an overview of the process being recommended to conduct the 2022 evaluation electronically. Staff requests approval of the proposed process and feedback on potential evaluation subcategories.

IX. PRESENTATIONS & STATUS REPORTS

A. LYNX/Community Transportation Coordinator (CTC) Update TAB 7

Mr. Norm Hickling will provide an Access Lynx Mobility Services Update.

X. GENERAL INFORMATION TAB 8

A. Planning Grant Update Report

Quarterly progress reports of transportation disadvantaged planning accomplishments and planning contract deliverables as outlined in the planning grant agreement.

B. Report of Operator Payments

The Operators Payments Report is a requirement of the Local Coordinating Board and Planning Agency Operating Guidelines to ensure that operator payments are addressed as a standard agenda item. A copy of the report will be provided at the meeting.

C. 2021 Attendance Records

A spreadsheet showing the attendance records for the TDLCB meetings during 2021 is enclosed for information purposes.

XI. UPCOMING MEETINGS AND EVENTS OF INTEREST

A. Annual CTD/FPTA Transportation Disadvantaged (TD) Day in Tallahassee - February 16, 2022

B. MetroPlan Orlando Board meeting – March 9, 2022 at 9:00 a.m.

C. Quality Assurance Task Force – April 26, 2022 at 10:00 a.m.

XII. MEMBER COMMENTS

XIII. PUBLIC COMMENTS (GENERAL)

XIV. ADJOURNMENT – Next meeting: May 12, 2022

Public participation is conducted without regard to race, color, national origin, sex, age, disability, religion, or family status. Persons wishing to express concerns, who require special assistance under the Americans with Disabilities Act, or who require language services (free of charge) should contact MetroPlan Orlando by phone at (407) 481-5672 or by email at info@metroplanorlando.org at least three business days prior to the event.

La participación pública se lleva a cabo sin distinción de raza, color, origen nacional, sexo, edad, discapacidad, religión o estado familiar. Las personas que deseen expresar inquietudes, que requieran asistencia especial bajo la Ley de Americanos con Discapacidad (ADA) o que requieran servicios de traducción (sin cargo) deben ponerse en contacto con MetroPlan Orlando por teléfono (407) 481-5672 (marcar 0) o por correo electrónico info@metroplanorlando.org por lo menos tres días antes del evento.