



QUALITY ASSURANCE TASK FORCE MEETING NOTICE

DATE: Tuesday, October 27, 2020

TIME: 10:00 a.m.

LOCATION: VIRTUAL MEETING

DATE: Wednesday, October 28, 2020, at 9:30 a.m.

PUBLIC ACCESS: To join the meeting from your computer, tablet or smartphone, please use this link: -
<https://us02web.zoom.us/j/88970363620?pwd=dnI0a0FoZnFNbnJKbzgvZThTeHd0Zz09>
Passcode: 815434

To dial in, please see the calendar item for this meeting:
<https://metroplanorlando.org/meetings/quality-assurance-task-force-virtual-meeting-10-27-20/>

The MetroPlan Orlando offices are closed to the public in response to the COVID-19 pandemic. Members of the public may access this virtual meeting and participate via the Zoom link above, or by dialing in. The agenda packet is available at MetroPlanOrlando.org in the Calendar section. New to Zoom? You can get the app ahead of time and be ready for the meeting. Visit Zoom.us.

MetroPlan Orlando offers tips for virtual meeting participation on our website. Tip sheets include:

- [How to get technically set up for the virtual meeting](#)
- [How meeting roles and public participation happen virtually](#)
- [Steps and options for making a public comment at a virtual meeting](#)

This information can be accessed at: MetroPlanOrlando.org/Virtualmeetings

If you have any questions or additions, please feel free to contact me at (407) 497-1536 or by email at vlwhittington@metroplanorlando.org.

QUALITY ASSURANCE TASK FORCE

AGENDA

October 27, 2020 | 10:00 a.m.

Ms. Marilyn Baldwin, Chairperson, Presiding

- I. **CALL TO ORDER** – Ms. Baldwin
- II. **CONFIRMATION OF QUORUM** – Ms. Lisa Smith
- III. **AGENDA REVIEW & ANNOUNCEMENTS**– Ms. Virginia Whittington
- IV. **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 an electronic [“Speakers Introduction Card”](#). Each speaker is limited to two minutes.
- V. **ACTION ITEMS**
 - A. **Approval of 2021 QATF Proposed Meeting Schedule** Tab 1
Presenter: Ms. Virginia Whittington
 - B. **Review and Recommend Approval of Membership** Tab 2
Presenter: Ms. Virginia Whittington
 - C. **Review and Recommend Approval of Annual Expenditure Report (AER) and Annual Operating Report (AOR)** Tab 3
Presenter: Ms. Virginia Whittington
 - D. **Review and Recommend Approval of new ACCESS LYNX Eligibility Application** Tab 4
Presenter: Ms. Nanette Stephens
- VI. **DISCUSSION/PRESENTATIONS**
 - A. **ACCESS LYNX Mobility Services Update**
Presenter: Mr. Norm Hickling
- VII. **MEMBER COMMENTS**
- VIII. **PUBLIC COMMENTS**

People wishing to speak must complete an electronic [“Speakers Introduction Card”](#). Each speaker is limited to two minutes.

IX. NEXT MEETING – January 26, 2021

(NOTE: The next Quality Assurance Task Force meeting may be held as a hybrid meeting with a physical quorum of board members in-person. A limited number of staff and members of the public will be permitted in order to accommodate social distancing. Other board members, staff, all presenters, and members of the public may join the meeting virtually on Zoom.)

X. ADJOURNMENT

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.