



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

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

DATE: Thursday, May 9, 2019  
TIME: 10:00 a.m.  
LOCATION: MetroPlan Orlando Board Room  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801

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Mayor Jose Alvarez, Chairman, Presiding

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Members in attendance were:

Mayor Jose Alvarez, City of Kissimmee, Osceola County, Chairman  
Commissioner Mayra Uribe, Orange County  
Dr. Linda Levine-Silverman, Representing the Elderly  
Mr. Wayne Olson, Dept. of Education & Vocational Rehabilitation  
Ms. Marilyn Baldwin, Representing the Disabled  
Ms. Jane Tkach, Citizen Advocate  
Mr. Adam Zubritsky, Public Education  
Ms. Janeé Olds, CareerSource Central Florida  
Ms. Sharon Jennings, Agency for Persons with Disabilities  
Mr. Carlos Colon for Ms. Jo Santiago, FDOT, District 5  
Mr. Chris York, For-Profit Operator  
Mr. Calvin Smith, AHCA/Medicaid  
Mr. Wilfredo Raices, State Coordinating Council of Early Childhood  
Ms. Crystal Ford, Orange County EMS (*non-voting*)

Members not in attendance were:

Mayor Pat Bates, City of Altamonte Springs, Seminole County  
Mr. Robert Melia, Citizen Advocate, System User  
Ms. Alnita Whitt, Representing Veterans  
Ms. Dianne Arnold, Representing the Economically Disadvantaged

Mr. Randall Hunt, Senior Resource Alliance  
Ms. Evelyn Diaz, Medical Community

Others in attendance were:

Mr. Gary Huttman, MetroPlan Orlando  
Ms. Virginia Whittington, MetroPlan Orlando  
Ms. Lisa Smith, MetroPlan Orlando  
Ms. Mary Ann Horne, MetroPlan Orlando  
Mr. William Slot, Interim COO, LYNX  
Mr. Norman Hickling, Director of Mobility Services, ACCESS LYNX  
Ms. Selita Stubbs, ACCESS LYNX  
Ms. Nannette Stephens, ACCESS LYNX  
Mr. Benjamin Gonzalez, ACCESS LYNX

A complete list of other attendees may be obtained upon request.

**I. CALL TO ORDER**

Mayor Jose Alvarez called the meeting to order at 10:00 a.m.

**II. PLEDGE OF ALLEGIANCE**

Mayor Alvarez led attendees in the Pledge of Allegiance, and gave TDLCB members an opportunity to introduce themselves.

**III. CONFIRMATION OF A QUORUM**

Ms. Lisa Smith confirmed that a quorum was present.

**IV. AGENDA REVIEW AND ANNOUNCEMENTS**

Ms. Whittington stated that there are no changes. She welcomed Ms. Janee Olds, new appointee for CareerSource CF, and Mr. Norm Hickling, Director of Mobility Services, ACCESS LYNX, and Mr. John Wayne Smith.

**V. PUBLIC COMMENTS ON ACTION ITEMS**

There were no public comments on any of the action items.

**VI. TD DAY AND QUALITY ASSURANCE TASK FORCE (QATF) REPORTS**

Ms. Crystal Ford reported on TD Day activities. Ms. Ford reported that she attended Transportation Disadvantaged Day in Tallahassee on March 19<sup>th</sup> along with Mr. Huttman and Ms. Whittington. She stated that they met with members of the legislature that represent the MetroPlan Orlando region, and

that they had the opportunity to attend an Appropriations Subcommittee on Transportation, Tourism, and Economic Development meeting.

Ms. Baldwin reported on the April 23<sup>rd</sup> QATF meeting. She stated that the QATF reviewed the Draft TDSP and the FY 2019-2020 Rate Calculation worksheet and are recommending approval of both. Ms. Baldwin stated that QATF members were concerned with rates 21%, however ACCESS LYNX staff provided a thorough explanation of the increase. Ms. Baldwin stated that the QATF received an update on a bill that was advancing through the 2019 Legislative Session, and some recommendations were made on the bill which will be discussed later in today's meeting.

## VII. ACTION ITEMS

### A. Approval of minutes of previous meeting

Staff requested approval of the minutes of the February 14, 2019 Transportation Disadvantaged Local Coordinating Board meeting.

**MOTION:** Commissioner Uribe motioned to approve the February 14, 2019 meeting minutes. Ms. Baldwin seconded the motion, which passed unanimously.

### B. Approval of the Transportation Disadvantaged Service Plan (TDSP) Update

Ms. Nanette Stephens, LYNX, presented minor updates to the 2018-2023 Transportation Disadvantaged Service Plan. The TDSP is a tactical plan jointly developed by the Planning Agency and the Community Transportation Coordinator that contains development, service, and quality assurance components. The TDLCB reviews and approves the TDSP and it is submitted to the Commission for the Transportation Disadvantaged for final action. The Quality Assurance Task Force reviewed the draft TDSP at their April 23, 2019 meeting, and there were no recommended changes. Ms. Stephens provided a detailed review of those changes and modifications with a red-lined version of the document.

**MOTION:** Commissioner Uribe motioned to approve the 2019 TDSP Update. Mr. Olson seconded the motion, which passed unanimously.

### C. Approval of the FY 2019-2020 Rate Calculation Worksheet

Mr. Norman Hickling, explained that each year, the Florida Commission for the Transportation Disadvantaged (CTD) reviews and approves prices charged by transportation operators for rides purchased in the Coordinated Transportation System. The rate approval process begins with completion of the rate model spreadsheet. The information put into the spreadsheet considers past, current, and projected costs and revenues associated with the area's transportation services. He said that the rate model spreadsheet is updated each year to adjust for continuously changing factors related to capital equipment and replacement; local, state and federal subsidies that offset the cost of services; service demand changes; expenses that experience large changes, such as fuel; and anticipated or actual profits or losses.

The following is ACCESS LYNX's TD rates per trip for FY 2019-2020. At the request of the CTD, these rates do not include ADA expenses.

<b>ACCESS LYNX TD RATES</b>			
Type of Trip	FY 2018-19 Rates	FY 2019-20 Rates	Percentage Change
Ambulatory	\$32.15	\$38.81	21%+
Wheelchair	\$55.12	\$66.53	21%+

**MOTION:** Ms. Baldwin motioned to approve the FY 2019/2020 Rate Calculation Sheet. Mr. Smith seconded the motion, which passed unanimously.

**D. Shirley Conroy Rural Area Capital Assistance Support Grant Submission**

On April 1, 2019, the Florida Commission for the Transportation Disadvantaged (TD) released a Notice of Funding Availability under the Shirley Conroy Rural Area Capital Assistance Support Grant Program available to all Florida TD service providers. As the CTC, LYNX will be submitting an application for paratransit electronic fare validators (Smart Card Reader, Barcode Reader, Magnetic Swipe Card Reader, Operator Control Unit, Wireless Data Transmission) requesting 70 units in the amount of \$192,220. The LYNX Board is expected to take action at its April 25<sup>th</sup> agenda after which, the LCB Board Chairman will execute the grant application in order to meet the April 30<sup>th</sup> submission deadline. Staff requests the LCB acknowledgment of the grant application and submission. A copy of the grant application was provided.

**MOTION:** Ms. Baldwin motioned to support the Shirley Conroy Rural Area Capital Assistance Support Grant submission. Mr. Olson seconded the motion, which passed unanimously.

**VIII. PRESENTATIONS AND STATUS REPORTS**

**A. LYNX/Community Transportation Coordinator (CTC) Update**

Mr. Norm Hickling, ACCESS LYNX, gave a report on current and ongoing ACCESS LYNX operations, including a mobility services update. Since the last TDLCB meeting, Mr. Edward Johnson resigned his position as the LYNX Chief Executive Officer (CEO). Mr. Jim Harrison, is currently serving as the LYNX CEO. Mr. Norman Hickling has been hired as the new Director of Mobility Services. ACCESS LYNX participated in the Florida Triple Crown Rodeo in Jacksonville, FL. Hosted by Jacksonville Transit Authority (JTA). The Access LYNX team won the 2019 Grand Champion Award. Notification letters were mailed to all ACCESS LYNX customers regarding the updated No-Show policy that went into effect December 1, 2018. Since the new policy went into effect, there has been a steady declining month after month. In March 2019 3,361 No- Shows were recorded.

## B. 2019 Legislative Session Report

Mr. John Wayne Smith provided a brief report of transportation-related items from the 2019 Legislative session. Mr. Smith reported that the 2019 legislative session had wrapped up. He provided an update on legislation related to MetroPlan Orlando's legislative priorities which included bicycle and pedestrian safety, texting while driving, funding for Phase II South quiet zones and local option surtax flexibility. He informed Committee members that there was no action on bicycle/pedestrian safety legislation, the texting while driving bill passed and included requiring hands free use in school and work zones and no funding for Phase II quiet zones was included in the budget. House Bill 5 dealing with local option surtax, he added, will implement new guidelines for referendums requiring them to be held during a general election, notification requirements of 180 days, and a resolution submission to the Office of Program Policy Analysis and Government Accountability (OPPAGA) all of which are slated to begin in 2020. Mr. Smith noted that in terms of items that were being monitored, House Bill 311 authorizes operation of autonomous vehicles without an operator and House Bill 385 abolished the Miami Dade Expressway Authority and the Osceola Expressway Authority. He called attention to a multiuse corridor bill which passed and would establish three new expressways and included \$10 million for a competitive TD grant program. Mr. Smith noted that the legislative session is scheduled to begin early next year.

## C. Partner Highlight – ACHA

Mr. Calvin Smith, Agency for Health Care Administration (ACHA), gave a brief presentation on ACHA's role in providing transportation to the transportation disadvantaged.

## IX. GENERAL INFORMATION

### 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. An attachment of the report is included.

## X. UPCOMING MEETINGS AND EVENTS OF INTEREST

- *MetroPlan Orlando Board meeting – June 12, 2019*
- *Quality Assurance Task Force – July 23, 2019 (TENT)*

## XI. MEMBER COMMENTS

None.

XII. PUBLIC COMMENTS (GENERAL)

None.

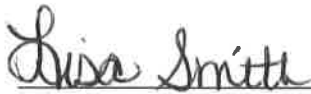
XIII. ADJOURNMENT

There being no further business the meeting adjourned at 11:15 a.m.

Respectfully transcribed and submitted by Ms. Lisa Smith.

Approved this 8<sup>th</sup> day of August 2019.

Chairperson



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Lisa Smith  
Board Services Coordinator

*As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.*