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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

November 7, 2022

TO: Lafayette County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Meeting Announcement

The Lafayette County Transportation Disadvantaged Coordinating Board will meet **Monday, November 14, 2022 at 2:00 p.m.** in the Suwannee River Economic Council, Inc. Senior/Client Services Center located on State Road 27 in Mayo, Florida. The meeting will also be conducted via communications media technology in the following format:

DIAL IN NUMBER: **Toll free 1.888.585.9008**

CONFERENCE CODE: **864 183 272**

****Please note that at least two (2) Board members must be present in person in addition to at least two (2) Board members present via communications media technology to establish a quorum in order to vote on agenda items that require formal action.****

Per the Centers for Disease Control and Prevention COVID-19 guidelines, to reduce the risk of becoming infected with the virus that causes COVID-19 and potentially spreading it to others, fully vaccinated people should wear a mask indoors in public.

Attached is the meeting agenda and supporting materials. If you have any questions concerning the meeting, please do not hesitate to contact me at 1-800-226-0690 extension 110.

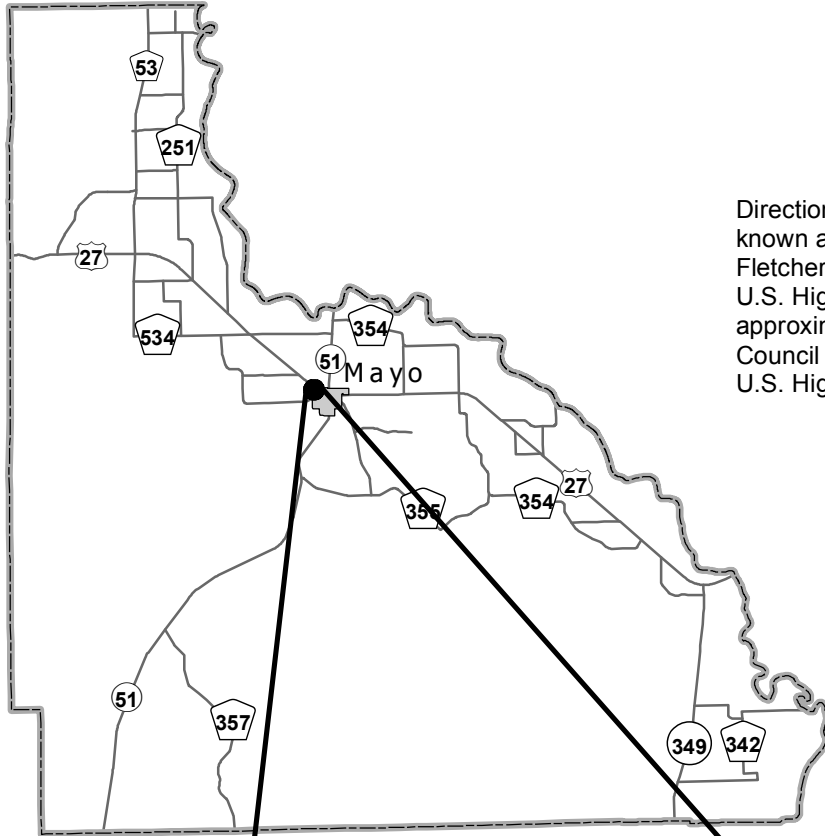
Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this public meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired, please contact our office using the Florida Relay Service, 1.800.955.8771 (TDD) or 1.800.955.8770 (Voice).

Attachments

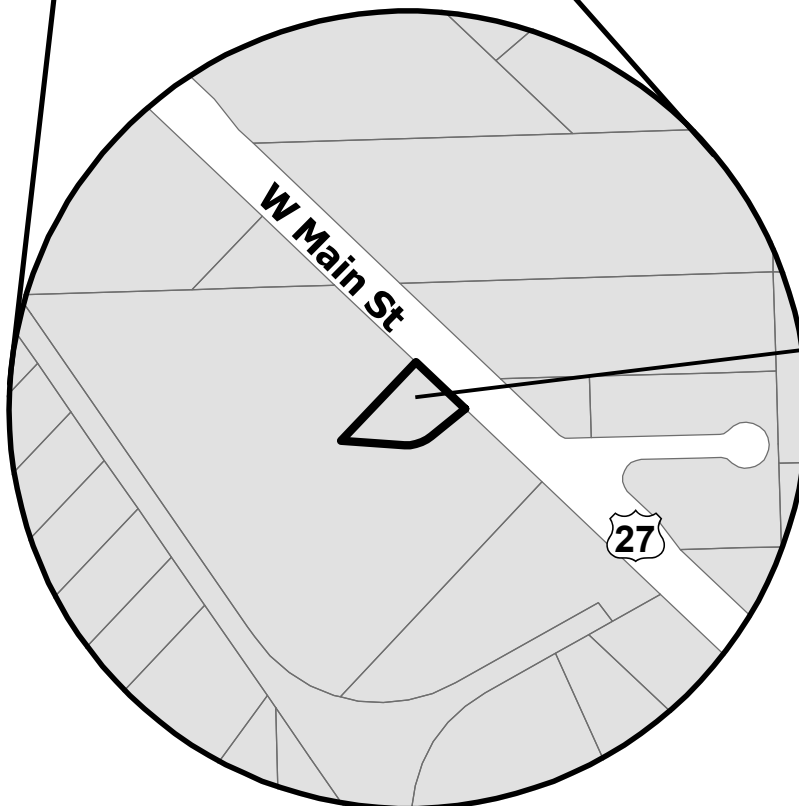
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Suwannee River Economic Council

114 SW Community Circle
Mayo, FL 32066



Directions: From the intersection U.S. Highway 27 (also known as Main Street) and State Road 51 (also known as Fletcher Avenue) in the Town of Mayo, turn West onto U.S. Highway 27 (also known as Main Street), travel approximately 0.5 miles and the Suwannee River Economic Council will be on the left, on the Southwestern side of U.S. Highway 27 (also known as Main Street).



1 inch = 500 feet

Suwannee River
Economic Council





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**LAFAYETTE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

BUSINESS MEETING ANNOUNCEMENT AND AGENDA

Meeting Room
Suwannee River Economic Council, Inc.
Senior/Client Services Center
State Road 27
Mayo, Florida
Dial in Number: Toll free 1.888.585.9008
Conference Code: 864 183 272

Monday
November 14, 2022
2:00 p.m.

I. BUSINESS MEETING – CALL TO ORDER

- A. Invocation**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Approval of the Meeting Agenda Page 3 ACTION REQUIRED**
- E. Approval of the September 12, 2022 Minutes Page 7 ACTION REQUIRED**

II. NEW BUSINESS

- A. 2021/22 Annual Performance Evaluation Page 11 ACTION REQUIRED**

The Board needs to approve Suwannee River Economic Council, Inc.’s 2021/22 annual performance evaluation
- B. 2021/22 Annual Operating Report Page 44 NO ACTION REQUIRED**

The Board needs to review the 2021/22 Lafayette County Annual Operating Report
- C. Suwannee River Economic Council, Inc. Operations Report Page 54 NO ACTION REQUIRED**

III. OTHER BUSINESS

- A. Comments**

IV. FUTURE MEETING DATES

- A. March 13, 2023 at 2:00 p.m.**
- B. June 12, 2023 at 2:00 p.m.**
- C. September 11, 2023 at 2:00 p.m.**
- D. November 13, 2023 at 2:00 p.m.**

If you have any questions concerning the meeting agenda, please do not hesitate to contact me at 1-800-226-0690, extension 110.

**LAFAYETTE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Lisa Walker Local Elected Official/Chair	Not Applicable
Geanelly Reveron Florida Department of Transportation	Lauren Adams Florida Department of Transportation Grievance Committee Member
Kay Tice Florida Department of Children and Families Grievance Committee Member	Vacant Florida Department of Children and Families
Vacant Florida Department of Education	Vacant Florida Department of Education
Eva K. Bolton Florida Department of Elder Affairs Grievance Committee	Vacant Florida Department of Elder Affairs
Vacant Florida Agency for Health Care Administration	Vacant Florida Agency for Health Care Administration
Sheryl Dick-Stanford Florida Agency for Persons with Disabilities	Sylvia Bamberg Florida Agency for Persons with Disabilities
Diane Head, Vice-Chair Regional Workforce Development Board Grievance Committee Member	Anthony Jennings Regional Workforce Development Board
Vacant Florida Association for Community Action Term ending June 30, 2023	Vacant Florida Association for Community Action Term ending June 30, 2023
Stephen Clark Public Education	Vacant Public Education
Vacant Veterans Term ending June 30, 2023	Vacant Veterans Term ending June 30, 2023
Vacant Citizen Advocate Term ending June 30, 2024	Vacant Citizen Advocate Term ending June 30, 2024
Vacant Citizen Advocate - User Term ending June 30, 2024	Vacant Citizen Advocate - User Term ending June 30, 2024
Vacant Persons with Disabilities Term ending June 30, 2024	Vacant Persons with Disabilities Term ending June 30, 2024
Vacant Elderly Term ending June 30, 2023	Vacant Elderly Term ending June 30, 2023
Vacant Medical Community Term ending June 30, 2025	Vacant Medical Community Term ending June 30, 2025
Vacant Children at Risk Term ending June 30, 2025	Vacant Children at Risk Term ending June 30, 2025
Vacant Private Transit Term ending June 30, 2025	Vacant Private Transit Term ending June 30, 2025

Note: Unless specified, members and alternates serve at the pleasure of the North Central Florida Regional Planning Council.

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**LAFAYETTE COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

Meeting Room
Suwannee River Economic Council, Inc.
Senior/Client Services Center
State Road 27
Mayo, Florida
Dial in Number: Toll free 1.888.585.9008
Conference Code: 864 183 272

Monday
September 12, 2022
2:02 p.m.

VOTING MEMBERS PRESENT IN PERSON

Stephen Clark, Public Education Representative
Kay Tice, Florida Department of Children and Families Representative

VOTING MEMBERS PRESENT VIA TELECOMMUNICATIONS TECHNOLOGY

Eva Bolton, Florida Department of Elder Affairs Representative
Geanelly Reveron, Florida Department of Transportation Representative
Sheryl Dick-Stanford, Florida Agency for Persons with Disabilities Representative

ALTERNATE MEMBERS PRESENT VIA TELECOMMUNICATIONS TECHNOLOGY

Lauren Adams, Florida Department of Transportation Representative

VOTING MEMBERS ABSENT

Diane Head, Workforce Development Board Representative, Vice-Chair
Commissioner Lisa Walker, Chair

OTHERS PRESENT

Matthew Pearson, Suwannee River Economic Council, Inc.

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. BUSINESS MEETING - CALL TO ORDER

Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, stated that Chair Walker and Vice-Chair Head are not present to Chair the meeting.

Kay Tice volunteered to Chair the meeting. Acting Chair Tice called the meeting to order at 2:03 p.m.

A. Invocation

Mr. Matthew Person, Suwannee River Economic Council, Inc. Executive Director, gave the invocation.

B. Pledge of Allegiance

Acting Chair Tice led the Board in the Pledge of Allegiance.

C. Roll Call

The roll was called by Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, and, a quorum was declared present.

D. Approval of the Meeting Agenda

ACTION: Stephen Clark moved to approve the meeting agenda. Kay Tice seconded; motion passed unanimously.

E. Approval of the June 13, 2022 Minutes

ACTION: Sheryl Stanford moved to approve the June 13, 2022 minutes. Eva Bolton seconded; motion passed unanimously.

II. NEW BUSINESS

A. 2018/23 Lafayette County Transportation Disadvantaged Service Plan Amendments

Ms. Godfrey stated that Suwannee River Economic Council, Inc. is requesting amendments to the Lafayette County Transportation Disadvantaged Service Plan. She said staff recommends the Board approve the proposed amendments.

Mr. Matthew Pearson, Suwannee River Economic Council, Inc. Executive Director, discussed the proposed amendments.

ACTION: Eva Bolton moved to approve the 2018/23 Lafayette County Transportation Disadvantaged Service Plan amendments. Stephen Clark seconded; motion passed unanimously.

B. Bylaws

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Bylaws annually. She said staff is not recommending any changes to the Bylaws.

ACTION: Stephen Clark moved to approve the Bylaws. Eva Bolton seconded; motion passed unanimously.

C. Grievance Procedures

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Grievance Procedures annually. She said staff is not recommending any changes to the Grievance Procedures.

ACTION: Geanelly Reveron moved to approve the Grievance Procedures. Stephen Clark seconded; motion passed unanimously.

D. Suwannee River Economic Council, Inc. Operations Reports

Mr. Pearson discussed the quarterly operations reports. He stated that Suwannee River Economic Council, Inc. was not awarded Innovative and Service Development Grant funds for Fiscal Year 2022/23. Therefore, he said Suwannee River Economic Council, Inc. is unable to continue providing student transportation to the Big Bend Technical College. He explained that the loss of this service will reduce total trips and possibly reduce the amount of Transportation Disadvantaged Program funds Lafayette County receives in the future.

III. OTHER BUSINESS

A. Comments

There were no comments.

IV. FUTURE MEETING DATES

Acting Chair Tice stated that the next Board meeting will be held November 14, 2022 at 2:00 p.m. She thanked the Board members for attending the meeting.

ADJOURNMENT

The meeting adjourned at 2:30 p.m.

Chair

Date



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November 7, 2022

TO: Lafayette County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2021/22 Annual Performance Evaluation

RECOMMENDATION

Approve the Suwannee River Economic Council, Inc.'s 2021/22 annual performance evaluation.

BACKGROUND

The Board is required to annually evaluate the transportation services provided by Suwannee River Economic Council, Inc. Attached is Suwannee River Economic Council, Inc.'s draft 2021/22 annual performance evaluation. If you have any questions concerning the attached evaluation, please contact me at extension 110.

Attachment

T:\Lynn\TD2022\Lafayette\Memos\eval.docx

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COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



Transportation Disadvantaged

Community Transportation Coordinator: Suwannee River Economic Council, Inc.

County: Lafayette

Address: P.O. Box 70, Live Oak, FL 32060

Contact: Matthew Pearson, Executive Director Phone: 386-362-4115

Review period: July 1, 2021 - June 30, 2022

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2021/22 Community Transportation Coordinator Annual Performance Evaluation

Approved by the

Lafayette County
Transportation Disadvantaged Coordinating Board

2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org/mtpo
352.955.2000

Lisa Walker, Chair

with Assistance from



North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
352.955.2200

November 14, 2022

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Level of Competition _____	25
Level of Coordination _____	26

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I. FINDINGS AND RECOMMENDATIONS

A. General Information

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

B. Chapter 427, Florida Statutes

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

C. Rule 41-2, Florida Administrative Code

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

D. On Site Observation

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

E. Surveys

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

F. Cost

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

G. Level of Competition

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

H. Level of Coordination

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

II. ENTRANCE INTERVIEW

1. **Operating Environment:** Rural
2. **Organization Type:** Private Non-Profit
3. **Network Type:** Sole Provider
4. **Subcontracted Operators:** None
5. **Coordination Contractors:** None
6. **Transportation Alternatives:** None
7. **Purchasing Agencies:**
 - Elder Options
 - Florida Commission for the Transportation Disadvantaged
 - Medical Transportation Management, Inc.
 - ModivCare Solutions, LLC
8. **Transportation Disadvantaged Helpline Calls:**

Number of Calls	Resolved Cases	Unresolved Cases
0	0	0

III. GENERAL INFORMATION

1. **What was the designation date of the Community Transportation Coordinator?**

7/01/18

2. **What is the complaint process?**

Suwannee River Economic Council, Inc.'s complaint process is attached.

3. **Does the community transportation coordinator have a complaint form?**

Yes (attached)

4. **Does the form have a section for resolution of the complaint?**

Yes

5. **Is a summary of complaints given to the Transportation Disadvantaged Board on a regular basis?**

Yes

6. **When is the dissatisfied party referred to the Florida Commission for the Transportation Disadvantaged Helpline?**

If the Transportation Director is unable to resolve a complaint, the complainant will be referred to the Transportation Disadvantaged Helpline.

7. **When a complaint is forwarded from the Transportation Disadvantaged Helpline, is the complaint entered into the local complaint file/process?**

Yes

8. **Does the Community Transportation Coordinator provide written rider/beneficiary information or brochures to inform riders/beneficiaries about transportation disadvantaged services?**

Yes (attached)

9. **Does the rider/ beneficiary information or brochure list the Transportation Disadvantaged Helpline phone number?**

Yes

10. **Does the rider/ beneficiary information or brochure list the complaint procedure?**

Yes

11. **What is the eligibility process for Transportation Disadvantaged sponsored riders?**

Individuals needing transportation assistance from Florida's Transportation Disadvantaged Program must complete an eligibility application (attached).

12. **Does public information state that accessible formats are available upon request?**

Yes

13. **Is public information available in accessible formats upon request?**

Yes

14. **What arrangements are in place to have accessible materials produced upon request?**

- Informational materials are available in large print upon request.
- The Florida Relay (7-1-1) service is available to residents in the State of Florida who are deaf, hard of hearing, deaf/blind or speech disabled that connects them to standard (voice) telephone users.

15. **Is the Florida Relay System phone number provided in informational materials?**

Yes

16. **Does the Community Transportation Coordinator have a contract or agreement with the Regional Workforce Board?**

No

17. **What innovative ideas have been implemented in the coordinated transportation system?**

Suwannee River Economic Council, Inc. was awarded Innovation and Service Development Grant funds to provide transportation for education/training trips.

18. **Are there any areas where coordination can be improved?**

Transportation services purchased with local, state or federal funds should be purchased through Florida's Coordinated Transportation System. Currently, Florida's Managed Medical Care Program provides transportation services to its clients outside of Florida's Coordinated Transportation System.

19. **What barriers are there to the coordinated system?**

Ability to purchase transportation outside of Florida's Coordinated Transportation System.

20. **Are there any areas that the Community Transportation Coordinator feels the Florida Commission for the Transportation Disadvantaged should be aware of or assist with?**

No

21. **What funding agencies does the Florida Commission for the Transportation Disadvantaged need to work closely with in order to facilitate a better coordinated transportation system?**

Florida Agency for Health Care Administration and CareerSource Florida.

22. **How is the Community Transportation Coordinator marketing the voluntary dollar?**

No marketing system in place.

Complaint Process

All complaints received either written or verbal should be forwarded to the Director of Transportation. This includes complaints that have already been resolved by the dispatcher or driver.

Complaint form (attached) will be completed and resolution of complaint documented.

Complaints are files and kept to ensure proper tracking of complaints.

Complaints will be sent quarterly by County to the NCFPRC for reporting to the Local Coordinating Boards. Complaint totals will be submitted in the Annual Operating Report.

If resolution of complaint cannot be made by the Director of Transportation, the TD Helpline information should be shared with the rider.

SREC Transportation Complaint Form

Client Name: _____

Date: _____

Description of Incident:

Complaint Resolution:

Staff Signature: _____

Director of Transportation Signature: _____



SUWANNEE RIVER ECONOMIC COUNCIL INC.



HOME

PROGRAMS

SERVICE AREAS

LOCATIONS

MEAL SITE LOCATIONS

LAFAYETTE COUNTY

CLIENT SENIOR/SERVICE CENTER

114 SW Community Circle
Mayo, Florida

AGING PROGRAMS

ALZHEIMER'S DISEASE INITIATIVE (ADI):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Respite/Case Management

COMMUNITY CARE FOR THE ELDERLY (CCE):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Case Management, Emergency Alert Response, Homemaker, Home Delivered Meals, Personal Care and Respite.

EMERGENCY HOME ENERGY ASSISTANCE PROGRAM (EHEAD):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Assistance with utility bills, supply blankets, heaters and fans.

HOME CARE FOR THE ELDERLY (HCE):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Case Management, Basic Subsidy, (Caregiver Allowance), Special Subsidy.

TITLE III-B, C-1, C-2, IIIE:

Funding: Older Americans Act, Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Chore, Congregate Meal Sites, Health Support, Homemaker, Home Delivered Meals, Intake, Nutrition Education, Outreach, Respite, Screening, Telephone Reassurance, and Transportation.

ENERGY ASSISTANCE/EMERGENCY ASSISTANCE/SELF SUFFICIENCY

COMMUNITY SERVICES BLOCK GRANT (CSBG):

Funding: Florida Department of Economic Opportunity

Services: Information & Referral; Family Self-Sufficiency; Case Management, Support Services; Application Assistance to other Social Service Agencies.

EMERGENCY FOOD & SHELTER PROGRAM (EFSP):

Funding: Emergency Food & Shelter National Board Program/United Way

Services: Emergency assistance for food and housing.

ENERGY NEIGHBOR FUND (ENF):

Funding: Duke Energy Florida, Inc.

Services: Assistance with utilities, heating /cooling.

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP):

Funding: Florida Department of Economic Opportunity

Services: Assistance with utility bills and utility crisis resolution.

HOUSING

STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM (SHIP):

Funding: State of Florida and Florida Housing Finance Corporation

Services: Emergency repairs, Owner Occupied Rehabilitation, down payment and closing costs assistance for Homeownership.

Download SHIP Application

WEATHERIZATION PROGRAMS:

Funding: Florida Department of Economic Opportunity

Services: Minor home repairs to reduce infiltration of air and energy consumption.

TRANSPORTATION

TRANSPORTATION PROGRAMS:

Funding: Florida Department of Transportation, Florida Commission Transportation Disadvantaged, and Agency for Health Care Administration

Services: Public Transportation

Transport elderly and disadvantaged to the doctor, medical facilities, meal sites, drug stores and shopping.

For reservations, scheduling, complaints/commendations and/or questions call (800) 597-7599, ext. 3.

Any complaints not resolved can be forwarded to the Director of Transportation at (386) 362-4115, ext. 241.

For Program information or complaints/commendations call TD Helpline at (800) 983-2435.

Funding: Medicaid Broker Services

Access2Care

LogistiCare Solutions, LLC

Medical Transportation Management, Inc.

Services: Transport Medicaid eligible clients to the doctor, medical facilities, meal sites and shopping.

Any complaints not resolved can be forwarded to the Director of Transportation at (386) 362-4115, ext. 241.

**TRANSPORTATION DISADVANTAGED PROGRAM
ELIGIBILITY CERTIFICATION APPLICATION**

Last Name _____ First Name _____

Middle Initial _____

Street Address _____ City _____

State _____ **Mail address:** _____

Zip Code _____ County _____

Date of Birth ____/____/____ Social Security # _____ Male ____ Female ____

Telephone Number (____) _____ - _____

Emergency Contact Name _____

Relationship _____

Telephone Number (____) _____ - _____

1. How many people reside in your household Including parents, caregivers, relatives or others involved in your living functions?

2. Does your household have an operational vehicle(s)?

Yes (a) Are you or another household member able to operate the vehicle(s)? Yes No
(b) Can you afford to operate the vehicle(s)? Yes No

No

3. Are you enrolled in any assistance programs:

- Managed Medical Care Program (Medicaid)
- Aging Program
- Other _____

Mail Completed application to: SREC

**255 SW 9th Avenue
Lake Butler, FL 32054
Tel # 844-496-0624**

Or

Give to Driver at time of trip

4. What other means of transportation are available for you to use?



5. Do you have a physical or mental disability as outlined in the Americans With Disabilities Act of 1990?
 - Yes
 - No

6. Is your disability permanent?
 - Yes
 - No

Please check or list any special needs, services or modes of transportation you require:

- | | | |
|---|--|---|
| <input type="checkbox"/> Powered Wheelchair | <input type="checkbox"/> Manual Wheelchair | <input type="checkbox"/> Powered Scooter/Cart |
| <input type="checkbox"/> Stretcher | <input type="checkbox"/> Walker | <input type="checkbox"/> Leg Braces |
| <input type="checkbox"/> Cane | <input type="checkbox"/> Respirator | <input type="checkbox"/> Oxygen CO2 |
| <input type="checkbox"/> Personal Care Attendant/Escort | | <input type="checkbox"/> Service Animal |

Other:

CERTIFICATION AND ACKNOWLEDGEMENT

I understand and affirm that the information provided in this application will be used to determine if I am eligible for non-emergency transportation services sponsored by Florida’s Transportation Disadvantaged Program. I understand that the information contained in this application is confidential and will be shared only with professionals involved in evaluating and determining eligibility for transportation services provided under Florida’s Transportation Disadvantaged Program. I certify that, to the best of my knowledge, the information in this application is true, correct, complete and made in good faith and any material omissions, falsifications, misstatements or misrepresentations in the above information could disqualify me from receiving services under Florida’s Transportation Disadvantaged Program.

APPLICANT SIGNATURE _____

DATE _____

Suwannee River Economic Council will notify you whether your application has been approved or denied within 15 business days. If your application is denied, you may file an appeal with Suwannee River Economic Council within 15 working days.

Application Processed by: _____

Signature: _____

Date : _____

Procedures for processing TD applications

1. **New Ride:** When client calls in for a ride verify through CTS software, to see if new or existing rider of the system. If new send the rider the TD application, by d be completed. The rider CAN receive (1) ride prior to completion of application.



2. **Transportation Application (TD):** All TD riders must complete a transportation application form to determine eligibility and the appropriate means of service. Make sure the application is completed and signed. (If not, completed the application is denied, notify person by phone reason why). If application is denied, rider may file an appeal with Suwannee River Economic Council within 15 working days. (try to make contact with person)

3. **Verification of eligibility:** Once application is returned to office. Dispatcher will run the applicants, Name, Date of Birth and Social Security #, through the Florida Medicaid web portal at <https://sso.flmmis.com>. Determine if TD eligible or Covered Health plan through Broker. If Broker mark health plan at top of intake. Attach the Medicaid Eligibility Verification form to the TD application after printed.

4. **Contact Client** : Call rider and notify of eligibility for which services they are eligible. (TD or one of the health plans, let them know of the other transportation services available to them that we provide).

5. **Medicaid Reform Members:** Riders that are Medicaid Reform need to contact the designated provider on the back of the Medicaid Card or the number below;
 - Logisticare 1-866-779-0565- Health plans Sunshine, United Health Care, Humana
 - MTM-1-855-824-5700 – Staywell and Well Care
 - A2C-1-855-381-3778 - Prestige

6. **CTS Update:** Add client rider information in screen completing screen to include GEO and expiration date to be dated, approved one year from approval date. Complete Approval of application with your, signature and date of completion.

7. **Application processing Time:** SREC dispatcher will notify rider whether application has been approved or denied within 15 business days. If your application is denied, you may file an appeal with Suwannee River Economic Council within 15 working days.

8. **Application File Location:** After completion of the application process, file application in the appropriate County notebook in alphabetical order.

9. **Annually Update:** All TD riders are to complete an application annually by the assigned CTS expiration date on file.

I have read and understand the above procedures.

_____ Date _____



IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Are the Community Transportation Coordinator subcontracts uniform?**
Not applicable, no subcontracted operators.
2. **Is the Florida Commission for the Transportation Disadvantaged standard contract utilized?**
Not applicable, no subcontracted operators.
3. **Do the contracts include performance standards for the transportation operators?**
Not applicable, no subcontracted operators.
4. **Do the contracts include the proper language concerning payment to subcontractors?**
Not applicable, no subcontracted operators.
5. **Were the following items submitted on time?**
 - a) **Annual Operating Report:** Yes
 - b) **Memorandum of Agreement:** Yes
 - c) **Transportation Disadvantaged Service Plan:** Yes
 - d) **Transportation Disadvantaged Trust Fund Grant Application:** Yes
 - e) **Other grant applications:** Yes
6. **Does the Community Transportation Coordinator monitor its subcontractors and how often is monitoring conducted?**
Not applicable, no subcontracted operators.
7. **Is a written report issued to the operator?**
Not applicable, no subcontracted operators.
8. **What type of monitoring does the Community Transportation Coordinator perform on its coordination contractors and how often is it conducted?**
Not applicable, no coordination contractors.
11. **Are coordination contracts reviewed annually as to the effectiveness and efficiency of the coordination contractor or the renewal of any Coordination Contracts?**
Not applicable, no coordination contractors.
12. **Are there any transportation alternatives?**
No

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Hours of Service:**

Transportation Disadvantaged Program: Monday through Friday, 6:00 a.m. to 6:00 p.m. excluding holidays.

2. **Call Intake Hours:**

Monday through Friday, 8:00 a.m. to 4:30 p.m.

3. **After Hours Reservations/Cancellations:**

After hours service is not provided through the Transportation Disadvantaged Program. Trip cancellations should be made to Suwannee River Economic Council, Inc. with 24-hour advance notification. Trips must be canceled a minimum of two hours before the scheduled pick-up time.

4. **Minimum required notice for reservations:**

Transportation Disadvantaged Program: Trips must be scheduled twenty-four hours in advance for service needed Tuesday through Friday. Trips must be scheduled seventy-two hours in advance for service needed on Mondays.

5. **How far in advance can reservations be place (number of days)?**

14

6. **What type of arrangement does the Community Transportation Coordinator have with the local Regional Workforce Board?**

No agreement with the local Regional Workforce Board.

7. **Has the Community Transportation Coordinator developed any innovative transportation services for the local Regional Workforce Board?**

No

8. **Do the Community Transportation Coordinator and Local Coordinating Board review applications for federal, state and local Transportation Disadvantaged funding?**

Yes

9. **What are the trip priorities for the trips funded with Transportation Disadvantaged Program trips?**

Trips sponsored with Trip & Equipment Grant funds provided through Florida's Transportation Disadvantaged Program will be provided in the following ranking order based on funding availability:

Prescheduled Medical Appointments

- Dialysis appointments
- Cancer Care appointments
- Urgent Care appointments

Prescheduled Medical Appointments as defined by the American Board of Medical Specialties:

- Allergy and Immunology
- Colon & Rectal Surgery
- Dermatology
- Family Medicine
- Neurological Surgery
- Obstetrics & Gynecology
- Ophthalmology
- Orthopaedic Surgery
- Otolaryngology - Head and Neck Surgery
- Pediatrics
- Physical Medicine & Rehabilitation
- Plastic Surgery
- Psychiatry & Neurology
- Radiology
- Surgery
- Thoracic Surgery
- Urology

Other Medical Appointments

- Dental appointments
- Pharmacy

Mental Health Services provided by physicians, nurses who provide mental health services, licensed social workers, chemical dependency counselors, licensed professional counselors and licensed marriage and family counselors.

Nutritional (within Lafayette County)

- Adult congregate meal programs
- Food stamp procurement
- Grocery shopping

Social Service Agency (within Lafayette County)

- Public agency support services
- Senior programs

10. **How are the trip priorities carried out?**

Trip priorities are carried out in accordance with the above priority list established in the Lafayette County Transportation Disadvantaged Service Plan.

V. COMPLIANCE WITH RULE 41-2 FLORIDA ADMINISTRATIVE CODE

1. **How is the Community Transportation Coordinator using school buses in the coordinated system?**

Suwannee River Economic Council, Inc. does not have a contract with the Lafayette County School Board.

2. **How is the Community Transportation Coordinator using public transportation services in the coordinated system?**

Not applicable, no other public transportation services operating in the service area.

3. **Is there a goal for transferring passengers from paratransit to transit?**

Not applicable, no fixed route public transportation systems operating in the service area.

4. **What are the minimum liability insurance requirements?**

\$200,000/\$300,000

5. **What are the minimum liability insurance requirements in the operator and coordination contracts?**

Not applicable, no subcontracted operators/coordination contractors.

6. **Do the minimum liability insurance requirements exceed \$1 million per incident?**

No

7. **Date of last System Safety Program Plan Compliance Review:**

Internal audits of Suwannee River Economic Council, Inc.'s System Safety Program Plan are conducted annually. The most recent Florida Department of Transportation vehicle monitoring conducted in December 2021. The most recent Florida Department of Transportation triennial review was conducted in November 2021.

8. **Are the contracted operators in compliance with the System Safety Program Plan?**

Not applicable, no subcontracted operators.

9. **Do the Community Transportation Coordinator and its contracted operators (if any) comply with the Federal Transit Administration Anti-Drug and Alcohol Misuse Program (49 CFR Part 40, 655)?**

Yes

10. **Date of last Anti-Drug and Alcohol Misuse Program review:**

The most recent review of the Substance Abuse Policy was conducted by the Center for Urban Transportation Research during the triennial review in November 2021.



Bus Transit System Annual Safety and Security Certification

*Certifying Compliance with Rule 14-90, FAC to the
Florida Department of Transportation (FDOT)*

Certification Date (Current): 2021

Certification Year: (Previous): 2020

Name and Address of Bus Transit System: Suwannee River Economic Council, Inc.
1171 Nobles Ferry Rd.
Live Oak FL 32064

The Bus Transit System (Agency) named above hereby certifies the following:

- 1. The Agency has adopted a System Safety Program Plan (SSPP) and a Security Program Plan (SPP) pursuant to the standards set forth in Rule Chapter 14-90, Florida Administrative Code.*
- 2. The Agency is in compliance with its adopted SSPP and SPP.*
- 3. The Agency has performed annual safety inspections on all operational vehicles in accordance with Rule Chapter 14-90, Florida Administrative Code.*
- 4. The Agency has conducted reviews of SSPP and SPP and the plans are up to date.*

Blue Ink Signature:  Date: January 4, 2021
(Individual Responsible for Assurance of Compliance)

Name: Matt Pearson Title: Executive Director

Name and address of entity(ies) which has (have) performed bus safety inspections and security assessments:

Name: See Attached

Address: See Attached

Name of Qualified Mechanic who Performed Annual Inspections: See Attached

Standards	Comments
Local toll free phone number must be posted in all vehicles.	Suwannee River Economic Council, Inc. posts local toll free phone number in all vehicles.
Vehicle Cleanliness	Suwannee River Economic Council, Inc. cleans all vehicles (interior/exterior) at least once a week.
Passenger/Trip Database	Suwannee River Economic Council, Inc. maintains a passenger database.
Adequate seating	Suwannee River Economic Council, Inc. provides adequate seating for all passengers.
Driver Identification	Suwannee River Economic Council, Inc. requires drivers to identify themselves in a manner that is conducive to communications with specific passengers.
Passenger Assistance	Suwannee River Economic Council, Inc. requires drivers to provide passengers with boarding and exiting assistance.
Smoking, Eating and Drinking	Smoking is prohibited in any vehicle. Eating and drinking on board vehicles is not permitted unless medically necessary.
Two-way Communications	All vehicles are equipped with two-way communications.
Air Conditioning/Heating	All vehicles have working air conditioners and heaters.
Billing Requirements	Suwannee River Economic Council, Inc. complies with Section 287.0585, Florida Statutes.
Transport of Escorts and dependent children policy	Suwannee River Economic Council, Inc. requires children under the age of 16 to be accompanied by and escort. Escorts must be provided by the passenger and able to provide necessary assistance to the passenger. Escorts are transported at the rates described in the established rate structure.
Use, Responsibility, and cost of child restraint devices	Suwannee River Economic Council, Inc. requires all passengers under the age of 4 and or 50 pounds to use a child restraint device. Child restraint devices must be provided by the passenger.

Out-of-Service Area trips	Suwannee River Economic Council, Inc. may require medical provider verification for any out of county transportation.
CPR/1st Aid	Suwannee River Economic Council, Inc. does not require drivers to be trained in CPR. Suwannee River Economic Council, Inc. requires that all vehicles be equipped with biohazard kits as required by State and Federal regulations.
Driver Criminal Background Screening	Suwannee River Economic Council, Inc. conducts motor vehicle registration checks on drivers every six months.
Passenger Property	Suwannee River Economic Council, Inc. allows passengers to have personal property that they can place on their lap or stow under the seat. Passengers must be able to independently carry all items brought on the vehicle.
Advance reservation requirements	Suwannee River Economic Council, Inc. requires trips to be scheduled by 4:00 p.m. the day before service is requested.
Pick-up Window	Passengers shall be picked up 30 minutes before or 30 minutes after their scheduled pick-up time.

Measurable Standards/Goals	Standard/Goal	Is the Community Transportation Coordinator meeting the Standard?
Public Transit Ridership	Not applicable	Not applicable
On-time performance	90%	Yes
Accidents	No more than 1/100,000 miles	Yes
Roadcalls	No more than 5 roadcalls during the evaluation period.	Yes
Complaints	No more than 2/1,000 trips.	Yes
Call-Hold Time	Not applicable	Not applicable

County: Lafayette
 CTC: Suwannee River Economic Council, Inc.
 Contact: Matt Pearson
 PO Box 70
 Live Oak, FL 32064
 386-362-4115
 Email: mpearson@suwanneec.net

Demographics	Number
Total County Population	0
Unduplicated Head Count	141



Trips By Type of Service	2020	2021	2022	Vehicle Data	2020	2021	2022
Fixed Route (FR)	0	0	0	Vehicle Miles	78,324	72,944	101,691
Deviated FR	0	0	0	Roadcalls	0	0	0
Complementary ADA	0	0	0	Accidents	0	0	0
Paratransit	4,462	2,165	4,053	Vehicles	5	5	5
TNC	0	0	0	Drivers	3	4	3
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
TOTAL TRIPS	4,462	2,165	4,053				

Passenger Trips By Trip Purpose	2020	2021	2022
Medical	661	1,219	1,521
Employment	0	0	0
Ed/Train/DayCare	2,011	946	2,481
Nutritional	1,728	0	0
Life-Sustaining/Other	62	0	51
TOTAL TRIPS	4,462	2,165	4,053

Financial and General Data	2020	2021	2022
Expenses	\$168,153	\$294,016	\$260,201
Revenues	\$279,891	\$371,151	\$395,602
Commendations	0	0	0
Complaints	2	0	0
Passenger No-Shows	1,089	220	193
Unmet Trip Requests	0	0	0

Passenger Trips By Revenue Source	2020	2021	2022
CTD	3,022	1,665	3,244
AHCA	139	417	537
APD	0	0	0
DOEA	1,289	0	0
DOE	0	0	0
Other	12	83	272
TOTAL TRIPS	4,462	2,165	4,053

Performance Measures	2020	2021	2022
Accidents per 100,000 Miles	0	0	0
Miles between Roadcalls	0	0	0
Avg. Trips per Passenger	20.95	28.49	28.74
Cost per Trip	\$37.69	\$135.80	\$64.20
Cost per Paratransit Trip	\$37.69	\$135.80	\$64.20
Cost per Total Mile	\$2.15	\$4.03	\$2.56
Cost per Paratransit Mile	\$2.15	\$4.03	\$2.56

Trips by Provider Type	2020	2021	2022
CTC	4,462	2,165	4,053
Transportation Operator	0	0	0
Coordination Contractor	0	0	0
TOTAL TRIPS	4,462	2,165	4,053

VI ON-SITE OBSERVATION OF THE SYSTEM

1. **Date of Observation:**

An on-site observation was not conducted due to COVID-19 safety concerns.

2. **Location:**

3. **Number of Passengers picked up/dropped off:**

Ambulatory: _____

Non-Ambulatory: _____

4. **Was the driver on time?**

5. **Did the driver provide passenger assistance?**

6. **Was the driver wearing identification?**

7. **Did the driver ensure the passengers were properly secured?**

8. **Was the interior of the vehicle free of dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger?**

9. **Is there a sign posted on the interior of the vehicle with both a local phone number and the Transportation Disadvantaged Program Helpline for comments/complaints/commodations?**

10. **Did the vehicle have working heat and air conditioning?**

11. **Did the vehicle have two-way communications in good working order?**

12. **If used, was the lift in good working order?**

13. **Was there safe and appropriate seating for all passengers?**

14. **Did the driver properly use the lift and secure the passenger?**

VII PASSENGER SURVEYS

How often do your ride?

Daily 7 days/week	1-2 Times/Week	3-5 Times/Week	Other
0	3	2	0

Have you been denied transportation services?

Yes 0

No 5

What is your trip purpose?

Medical	Education/Training	Employment	Other
5	00		0

Do you have concerns with your service?

Yes 0

No 5

What types of concerns do you have?

Late Trips	Driver Behavior	Availability	Vehicle Condition	Customer Service	Cost
0	0	0	0	0	0

PURCHASING AGENCY SURVEY

Purchasing Agency: Florida Commission for the Transportation Disadvantaged
Representative of Purchasing Agency: Dan Zeruto, Project Manager - Area 3

1) Does your agency purchase transportation services from Suwannee River Economic Council, Inc.?

- Yes
- No

2) What is the primary purpose for purchasing transportation service for your clients?

- Medical
- Employment
- Education/Training/Day Care
- Nutritional
- Life Sustaining/Other

3) On average, how often do your clients use Suwannee River Economic Council, Inc.'s transportation services?

- 7 Days/Week
- 1-2 Times/Week
- 3-5 Times/Week
- 1-3 Times/Month
- Less than 1 Time/Month

4) Have you had any problems with Suwannee River Economic Council, Inc.'s service?

- Yes
- No If no, skip to question 6

5) If you have had problems with Suwannee River Economic Council, Inc.'s service, please identify the types of problems:

- Advance notice requirement
- Cost
- Service area limits
- Pick up times not convenient
- Vehicle condition
- Lack of passenger assistance
- Accessibility concerns
- Complaints about drivers
- Complaints about timeliness
- Length of wait for reservations
- Other _____

6) Overall, are you satisfied with the transportation services provided by Suwannee River Economic Council, Inc.?

- Yes
- No If no, why? _____

VIII COST



CTC Expense Sources

County: Lafayette

CTC Status: Submitted

CTC Organization: Suwannee River
Economic Council,
Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Expense Sources						
Labor	\$ 102,110	\$ 0	\$ 102,110	\$ 97,019	\$ 0	\$ 97,019
Fringe Benefits	\$ 48,098	\$ 0	\$ 48,098	\$ 42,077	\$ 0	\$ 42,077
Services	\$ 7,510	\$ 0	\$ 7,510	\$ 7,541	\$ 0	\$ 7,541
Materials & Supplies Consumed	\$ 56,665	\$ 0	\$ 56,665	\$ 34,978	\$ 0	\$ 34,978
Utilities	\$ 6,887	\$ 0	\$ 6,887	\$ 6,664	\$ 0	\$ 6,664
Casualty & Liability	\$ 21,714	\$ 0	\$ 21,714	\$ 17,762	\$ 0	\$ 17,762
Taxes	\$ 286	\$ 0	\$ 286	\$ 271	\$ 0	\$ 271
Miscellaneous	\$ 689	\$ 0	\$ 689	\$ 734	\$ 0	\$ 734
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Purchases	\$ 578	\$ 0	\$ 578	\$ 76,120	\$ 0	\$ 76,120
Contributed Services	\$ 15,664	\$ 0	\$ 15,664	\$ 10,850	\$ 0	\$ 10,850
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 260,201	\$ 0	\$ 260,201	\$ 294,016	\$ 0	\$ 294,016

IX LEVEL OF COMPETITION

1. Inventory of Transportation Operators in the Service Area

	Transportation Providers Available	Transportation Providers Contracted in the System.
Private Non-Profit	1	1
Private For-Profit	0	0
Government	0	0
Public Transit Agency	0	0
Total	1	1

2. **How many of the operators are coordination contractors?** _____ 0 _____

3. **Does the Community Transportation Coordinator have a competitive procurement process?**

Yes _____

4. **What methods have been used in selection of the transportation operators?**

	Low bid
	Requests for qualifications
	Negotiation only

	Requests for proposals
	Requests for interested parties

X LEVEL OF COORDINATION

1. Public Information – How is public information distributed about transportation services in the community?

Suwannee River Economic Council, Inc. provides information about the transportation program on the agency's website, and distributes brochures in the community.

2. Eligibility – How is passenger eligibility coordinated for local transportation services?

Suwannee River Economic Council, Inc. determines passenger eligibility except for passengers using Florida's Managed Medical Care Program.

3. Call Intake – To what extent is transportation coordinated to ensure that a user can reach a Reservationist on the first call?

Individuals call Suwannee River Economic Council, Inc. to schedule all trips except trips provided through Florida's Managed Medical Care Program.

4. Reservations –How is the duplication of a reservation prevented?

Suwannee River Economic Council, Inc. handles all trip reservations except trip reservations for Florida's Managed Medical Care Program.

5. Trip Allocation – How is the allocation of trip requests to providers coordinated?

Suwannee River Economic Council, Inc. handles all trip allocations.

6. Scheduling – How is the trip assignment to vehicles coordinated?

Suwannee River Economic Council, Inc. schedules all trips except for trips provided in Florida's Managed Medical Care Program.

7. General Service Monitoring – How is the overseeing of transportation operators coordinated?

Not applicable, no subcontracted operators.



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November 7, 2022

TO: Lafayette County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2021/2022 Annual Operating Report

RECOMMENDATION

Review Suwannee River Economic Council, Inc's 2021/2022 Annual Operating Report.

BACKGROUND

Suwannee River Economic Council, Inc. is required to submit an annual operating report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. Attached is Suwannee River Economic Council, Inc.'s 2021/2022 Annual Operating Report.

If you have any questions concerning the attached report, please contact me at extension 110.

Attachment

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CTC Organization

County: Lafayette

CTC Status: Submitted

Fiscal Year: 7/1/2021 - 6/30/2022

CTD Status: Under Review

Date Initiated: 8/15/2022

CTC Organization Name: Suwannee River Economic Council, Inc.

Address: PO Box 70

City: Live Oak

State: FL

Zip Code: 32064

Organization Type: Private Non Profit

Network Type: Partial Brokerage

Operating Environment: Rural

Transportation Operators: No

Number of Transportation Operators: 0

Coordination Contractors: No

Number of Coordination Contractors: 0

Provide Out of County Trips: Yes

Local Coordinating Board (LCB) Chairperson: Lisa Walker

CTC Contact: Matt Pearson

CTC Contact Title: Executive Director

CTC Contact Email: mpearson@suwanneec.net

Phone: (386) 362-4115

CTC Certification

I, Matt Pearson, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature): _____

LCB Certification

I, Lisa Walker, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature): _____



CTC Trips

County: Lafayette

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Service Type - One Way						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	0	N/A	0	0	N/A	0
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	0	N/A	0	0	N/A	0
Paratransit						
Ambulatory	3,407	0	3,407	1,524	0	1,524
Non-Ambulatory	646	0	646	641	0	641
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
Total - Service Type	4,053	0	4,053	2,165	0	2,165
Contracted Transportation Operator						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	0	N/A	0	0	N/A	0
Total - Contracted Transportation Operator Trips	0	0	0	0	0	0
Revenue Source - One Way						
Agency for Health Care Administration (AHCA)	537	0	537	417	0	417
Agency for Persons with Disabilities (APD)	0	0	0	0	0	0
Comm for the Transportation Disadvantaged (CTD)	3,244	N/A	3,244	1,665	N/A	1,665
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	0	0	0	0	0	0
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	272	0	272	83	0	83
Local Government	0	0	0	0	0	0
Local Non-Government	0	0	0	0	0	0
Other Federal & State Programs	0	0	0	0	0	0
Total - Revenue Source	4,053	0	4,053	2,165	0	2,165



CTC Trips (cont'd)

County: Lafayette

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Passenger Type - One Way						
Older Adults	1,343	0	1,343	0	0	0
Children At Risk	2	0	2	8	0	8
Persons With Disabilities	646	0	646	641	0	641
Low Income	2,062	0	2,062	1,516	0	1,516
Other	0	0	0	0	0	0
Total - Passenger Type	4,053	0	4,053	2,165	0	2,165
Trip Purpose - One Way						
Medical	1,521	0	1,521	1,219	0	1,219
Employment	0	0	0	0	0	0
Education/Training/Daycare	2,481	0	2,481	946	0	946
Nutritional	0	0	0	0	0	0
Life-Sustaining/Other	51	0	51	0	0	0
Total - Trip Purpose	4,053	0	4,053	2,165	0	2,165
Unduplicated Passenger Head Count (UDPHC)						
UDPHC	141	0	141	76	0	76
Total - UDPHC	141	0	141	76	0	76
Unmet & No Shows						
Unmet Trip Requests	0	N/A	0	0	N/A	0
No Shows	193	N/A	193	220	N/A	220
Customer Feedback						
Complaints	0	N/A	0	0	N/A	0
Commendations	0	N/A	0	0	N/A	0



**Transportation
Disadvantaged**

CTC Vehicles & Drivers

County: Lafayette

CTC Status: Submitted

CTC Organization: Suwannee River
Economic Council,
Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Vehicle Miles						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	101,691	0	101,691	72,944	0	72,944
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
Total - Vehicle Miles	101,691	0	101,691	72,944	0	72,944
Roadcalls & Accidents						
Roadcalls	0	0	0	0	0	0
Chargeable Accidents	0	0	0	0	0	0
Vehicle Inventory						
Total Number of Vehicles	5	0	5	5	0	5
Number of Wheelchair Accessible Vehicles	5	0	5	5	0	5
Drivers						
Number of Full Time & Part Time Drivers	3	0	3	4	0	4
Number of Volunteer Drivers	0	0	0	0	0	0



CTC Revenue Sources

County: Lafayette

CTC Status: Submitted

CTC Organization: Suwannee River
Economic Council,
Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Revenue Sources						
Agency for Health Care Administration (AHCA)	\$ 32,346	\$ 0	\$ 32,346	\$ 23,468	\$ 0	\$ 23,468
Agency for Persons with Disabilities (APD)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commission for the Transportation Disadvantaged (CTD)						
Non-Sponsored Trip Program	\$ 140,976	N/A	\$ 140,976	\$ 82,818	N/A	\$ 82,818
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
TD Other	\$ 0	N/A	\$ 0	\$ 14,831	N/A	\$ 14,831
Department of Transportation (DOT)						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 206,616	\$ 0	\$ 206,616	\$ 163,446	\$ 0	\$ 163,446
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0	\$ 0	\$ 75,738	\$ 0	\$ 75,738
Local Government						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Non-Government						
Farebox	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 15,664	\$ 0	\$ 15,664	\$ 10,850	\$ 0	\$ 10,850
Other Federal & State Programs						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total - Revenue Sources	\$ 395,602	\$ 0	\$ 395,602	\$ 371,151	\$ 0	\$ 371,151



**Transportation
Disadvantaged**

CTC Expense Sources

County: Lafayette

CTC Status: Submitted

CTC Organization: Suwannee River
Economic Council,
Inc.

Fiscal Year: 07/01/2021 - 06/30/2022

CTD Status: Under Review

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 102,110	\$ 0	\$ 102,110	\$ 97,019	\$ 0	\$ 97,019
Fringe Benefits	\$ 48,098	\$ 0	\$ 48,098	\$ 42,077	\$ 0	\$ 42,077
Services	\$ 7,510	\$ 0	\$ 7,510	\$ 7,541	\$ 0	\$ 7,541
Materials & Supplies Consumed	\$ 56,665	\$ 0	\$ 56,665	\$ 34,978	\$ 0	\$ 34,978
Utilities	\$ 6,887	\$ 0	\$ 6,887	\$ 6,664	\$ 0	\$ 6,664
Casualty & Liability	\$ 21,714	\$ 0	\$ 21,714	\$ 17,762	\$ 0	\$ 17,762
Taxes	\$ 286	\$ 0	\$ 286	\$ 271	\$ 0	\$ 271
Miscellaneous	\$ 689	\$ 0	\$ 689	\$ 734	\$ 0	\$ 734
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Purchases	\$ 578	\$ 0	\$ 578	\$ 76,120	\$ 0	\$ 76,120
Contributed Services	\$ 15,664	\$ 0	\$ 15,664	\$ 10,850	\$ 0	\$ 10,850
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 260,201	\$ 0	\$ 260,201	\$ 294,016	\$ 0	\$ 294,016

County: Lafayette
 CTC: Suwannee River Economic Council, Inc.
 Contact: Matt Pearson
 PO Box 70
 Live Oak, FL 32064
 386-362-4115
 Email: mpearson@suwanneec.net

Demographics	Number
Total County Population	0
Unduplicated Head Count	141



Trips By Type of Service	2020	2021	2022
Fixed Route (FR)	0	0	0
Deviated FR	0	0	0
Complementary ADA	0	0	0
Paratransit	4,462	2,165	4,053
TNC	0	0	0
Taxi	0	0	0
School Board (School Bus)	0	0	0
Volunteers	0	0	0
TOTAL TRIPS	4,462	2,165	4,053

Vehicle Data	2020	2021	2022
Vehicle Miles	78,324	72,944	101,691
Roadcalls	0	0	0
Accidents	0	0	0
Vehicles	5	5	5
Drivers	3	4	3

Passenger Trips By Trip Purpose	2020	2021	2022
Medical	661	1,219	1,521
Employment	0	0	0
Ed/Train/DayCare	2,011	946	2,481
Nutritional	1,728	0	0
Life-Sustaining/Other	62	0	51
TOTAL TRIPS	4,462	2,165	4,053

Financial and General Data	2020	2021	2022
Expenses	\$168,153	\$294,016	\$260,201
Revenues	\$279,891	\$371,151	\$395,602
Commendations	0	0	0
Complaints	2	0	0
Passenger No-Shows	1,089	220	193
Unmet Trip Requests	0	0	0

Passenger Trips By Revenue Source	2020	2021	2022
CTD	3,022	1,665	3,244
AHCA	139	417	537
APD	0	0	0
DOEA	1,289	0	0
DOE	0	0	0
Other	12	83	272
TOTAL TRIPS	4,462	2,165	4,053

Performance Measures	2020	2021	2022
Accidents per 100,000 Miles	0	0	0
Miles between Roadcalls	0	0	0
Avg. Trips per Passenger	20.95	28.49	28.74
Cost per Trip	\$37.69	\$135.80	\$64.20
Cost per Paratransit Trip	\$37.69	\$135.80	\$64.20
Cost per Total Mile	\$2.15	\$4.03	\$2.56
Cost per Paratransit Mile	\$2.15	\$4.03	\$2.56

Trips by Provider Type	2020	2021	2022
CTC	4,462	2,165	4,053
Transportation Operator	0	0	0
Coordination Contractor	0	0	0
TOTAL TRIPS	4,462	2,165	4,053

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November 7, 2022

TO: Lafayette County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Suwannee River Economic Council, Inc. Operations Reports

RECOMMENDATION

No action required. This agenda item is for information only.

BACKGROUND

Attached are the following reports for the Board’s review:

- 1. Operations Reports;
- 2. Trip & Equipment Grant Report;
- 3. Complaint/Commendation Reports; and
- 4. Trip Denial Reports.

If you have any questions regarding the attached reports, please do not hesitate to contact me.

Attachments

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**QUARTERLY OPERATING REPORT
SUWANNEE RIVER ECONOMIC COUNCIL, INC.
LAFAYETTE COUNTY
JULY 2022 - SEPTEMBER 2022**

OPERATING DATA	SREC
NUMBER OF INVOICED TRIPS	393
Florida Managed Medical Assistance Program	137
Florida Transportation Disadvantaged Program	228
Florida Department of Elder Affairs Title III-B Meal Site	0
Community Trips	28
TOTAL VEHICLE MILES	23,681
TOTAL DOLLARS INVOICED	\$32,277.02
Florida Managed Medical Assistance Program	\$8,375.82
Florida Transportation Disadvantaged Program	\$23,901.20
Florida Department of Elder Affairs Title III-B Meal Site	\$0.00
Community Trips	\$0.00
AVERAGE COST PER TRIP	\$82.13
Florida Managed Medical Assistance Program	\$61.14
Florida Transportation Disadvantaged Program	\$104.83
Florida Department of Elder Affairs Title III-B Meal Site	#DIV/0!
Community Trips	\$0.00
AVERAGE COST PER VEHICLE MILE	\$1.36
TRIP PURPOSE*	
Medical	373
Employment	0
Education/Training	0
Shopping	6
Meal Site	0
Recreation	0
Other	14
CHARGEABLE ACCIDENTS	1
NUMBER OF VEHICLES	5
NUMBER OF ROADCALLS	1

Source: Suwannee River Economic Council, Inc.

**QUARTERLY OPERATING REPORT
SUWANNEE RIVER ECONOMIC COUNCIL, INC.
LAFAYETTE COUNTY
JULY - SEPTEMBER 2021**

OPERATING DATA	SREC
NUMBER OF INVOICED TRIPS	741
Florida Managed Medical Assistance Program	113
Florida Transportation Disadvantaged Program	573
Florida Innovation and Service Development Grant Program	0
Florida Department of Elder Affairs Title III-B Meal Site	0
Community Trips	55
TOTAL VEHICLE MILES	27,693
TOTAL DOLLARS INVOICED	\$54,767.10
Florida Managed Medical Assistance Program	\$6,823.96
Florida Transportation Disadvantaged Program	\$47,943.14
Florida Innovation and Service Development Grant Program	\$0.00
Florida Department of Elder Affairs Title III-B Meal Site	\$0.00
Community Trips	\$0.00
AVERAGE COST PER TRIP	\$73.91
Florida Managed Medical Assistance Program	\$60.39
Florida Transportation Disadvantaged Program	\$83.67
Florida Innovation and Service Development Grant Program	#DIV/0!
Florida Department of Elder Affairs Title III-B Meal Site	#DIV/0!
Community Trips	\$0.00
AVERAGE COST PER VEHICLE MILE	\$1.98
TRIP PURPOSE*	
Medical	404
Employment	0
Education/Training	337
Shopping	0
Meal Site	0
Recreation	0
Other	0
CHARGEABLE ACCIDENTS	0
NUMBER OF VEHICLES	5
NUMBER OF ROADCALLS	0

Source: Suwannee River Economic Council, Inc.

LAFAYETTE COUNTY
SERVICE COMPLAINTS/COMMENDATIONS
JULY 2022 - SEPTEMBER 2022

TYPE OF COMPLAINT	TOTAL	Resolved
Vehicle Condition	0	-
Driver's Behavior	0	-
Client Behavior	0	-
Tardiness - Late pickup	0	-
Tardiness - Late dropoff	0	-
No Show by Operator	0	-
Dispatch/Scheduling	0	-
Service Denial	0	-
Other	0	-
TOTALS	0	0
COMMENDATIONS	0	-

Source: Suwannee River Economic Council, Inc.

**2022-2023 TRIP/EQUIPMENT GRANT SUMMARY
LAFAYETTE COUNTY**

CONTRACT AMOUNT: \$146,697.00

MONTH/ YEAR	TOTAL DOLLARS SPENT	TRUST FUND (90%)	LOCAL MATCH (10%)	TOTAL AMOUNT REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-22	\$8,639.77	\$7,775.79	\$863.98	\$138,057.23	86	\$100.46
Aug-22	\$8,062.14	\$7,255.93	\$806.21	\$129,995.09	75	\$107.50
Sep-22	\$7,199.29	\$6,479.36	\$719.93	\$122,795.80	67	\$107.45
Oct-22		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Nov-22		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Dec-22		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Jan-23		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Feb-23		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Mar-23		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Apr-23		\$0.00	\$0.00	\$122,795.80		#DIV/0!
May-23		\$0.00	\$0.00	\$122,795.80		#DIV/0!
Jun-23		\$0.00	\$0.00	\$122,795.80		#DIV/0!

**LAFAYETTE COUNTY
UNMET TRANSPORTATION NEEDS
JULY 2022 - SEPTEMBER 2022**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Trip Purpose	0
Out of Service Area Trip	0
Insufficient Advance Notice	0
After Hours Trip Request	0
Weekend Trip Request	0
Other	0
TOTALS	0

Source: Suwannee River Economic Council, Inc.

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ATTENDANCE RECORD

**LAFAYETTE COUNTY
TRANSPORTATION DISADVANTAGED
COORDINATING BOARD**

MEMBER/ORGANIZATION	NAME	12/13/21	3/14/22	6/13/22	9/12/22
Chair	Commissioner Lisa Walker	A	A	A	A
Florida Department of Transportation Alternate Member	Geanelly Reveron Lauren Adams	P	P	P	P
Florida Department of Children and Families Alternate Member	Kay Tice (Vacant)	P	P	P	P
Florida Agency for Health Care Administration Alternate Member	(Vacant) (Vacant)				
Florida Department of Education Alternate Member	(Vacant) (Vacant)				
Florida Department of Elder Affairs Alternate Member	Eva K. Bolton (Vacant)	A	A	P	P
Florida Agency for Persons with Disabilities Alternate Member	Sheryl Dick Stanford Sylvia Bamburg	P A	P A	A A	P A
Florida Association for Community Action Alternate Member	(Vacant) (Vacant)				
Public Education Alternate Member	Stephen Clark (Vacant)			P	P
Citizen Advocate Alternate Member	(Vacant) (Vacant)				
Citizen Advocate-User Alternate Member	(Vacant) (Vacant)				
Elderly Alternate Member	(Vacant) (Vacant)				
Veterans Alternate Member	(Vacant) (Vacant)				
Persons with Disabilities Alternate Member	(Vacant) (Vacant)				
Children at Risk Alternate Member	(Vacant) (Vacant)				
Local Medical Community Alternate Member	(Vacant) (Vacant)				
Regional Workforce Board Alternate Member	Diane Head Anthony Jennings	P A	A P	P A	A A

LEGEND KEY: P-Present A-Absent - Not Applicable (newly appointed member)

ATTENDANCE POLICY: According to Article III, Section 5 of the Coordinating Board bylaws: "The North Central Florida Regional Planning Council shall review and consider rescinding the appointment of any voting member of the Board who fails to attend three consecutive meetings."

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