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January 6, 2022

TO: Levy County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Meeting Announcement

The Levy County Transportation Disadvantaged Coordinating Board will hold a business meeting **Thursday, January 13, 2022 at 10:00 a.m.** in the **Clerk Conference Room in the Levy County Clerk of Court Office located at 355 South Court Street in Bronson, 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 four (4) 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 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 if they are in an area of substantial or high transmission; if someone in their household is immunocompromised or at increased risk for severe disease; or if someone in their household is unvaccinated.

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.

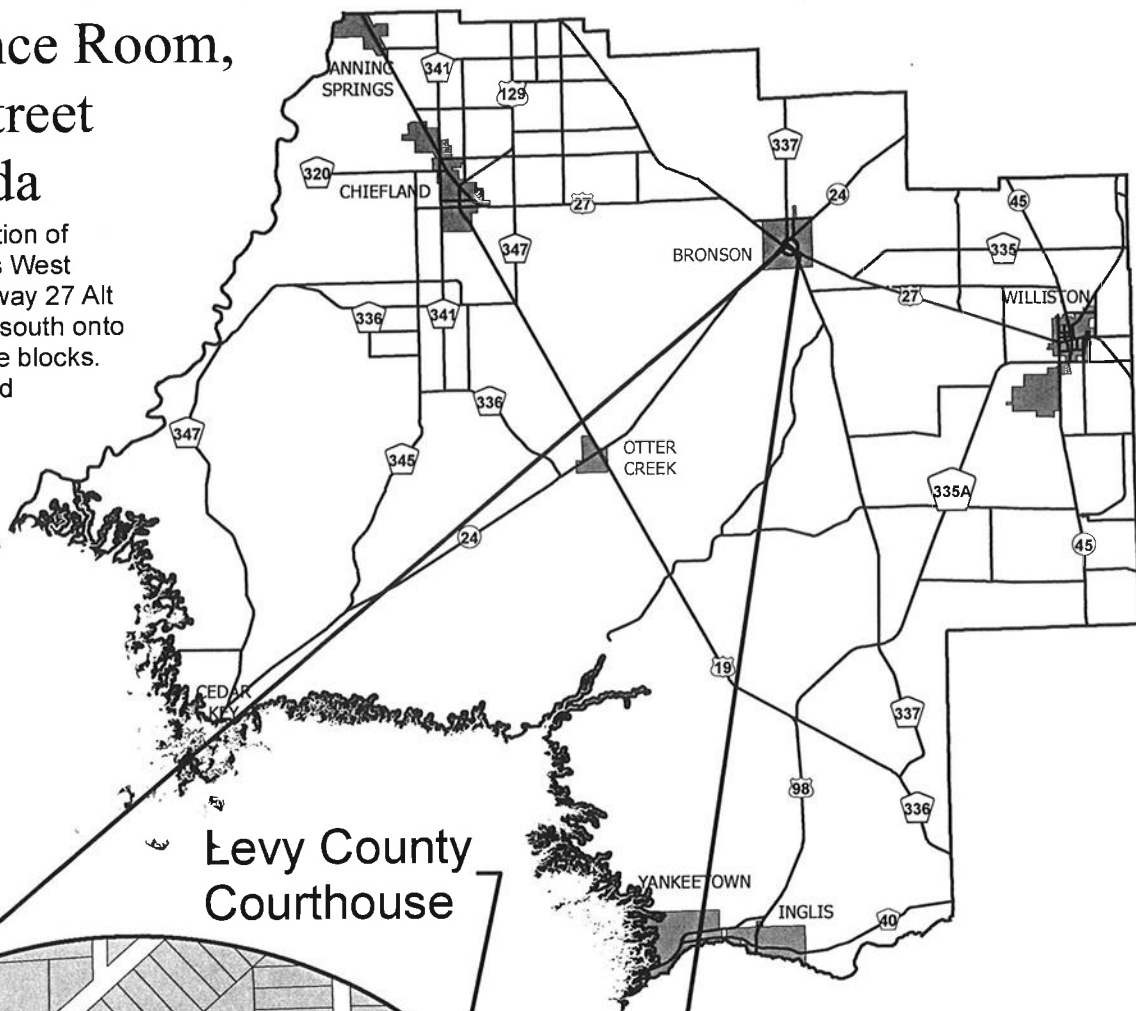
Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this public meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired,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

Attachments

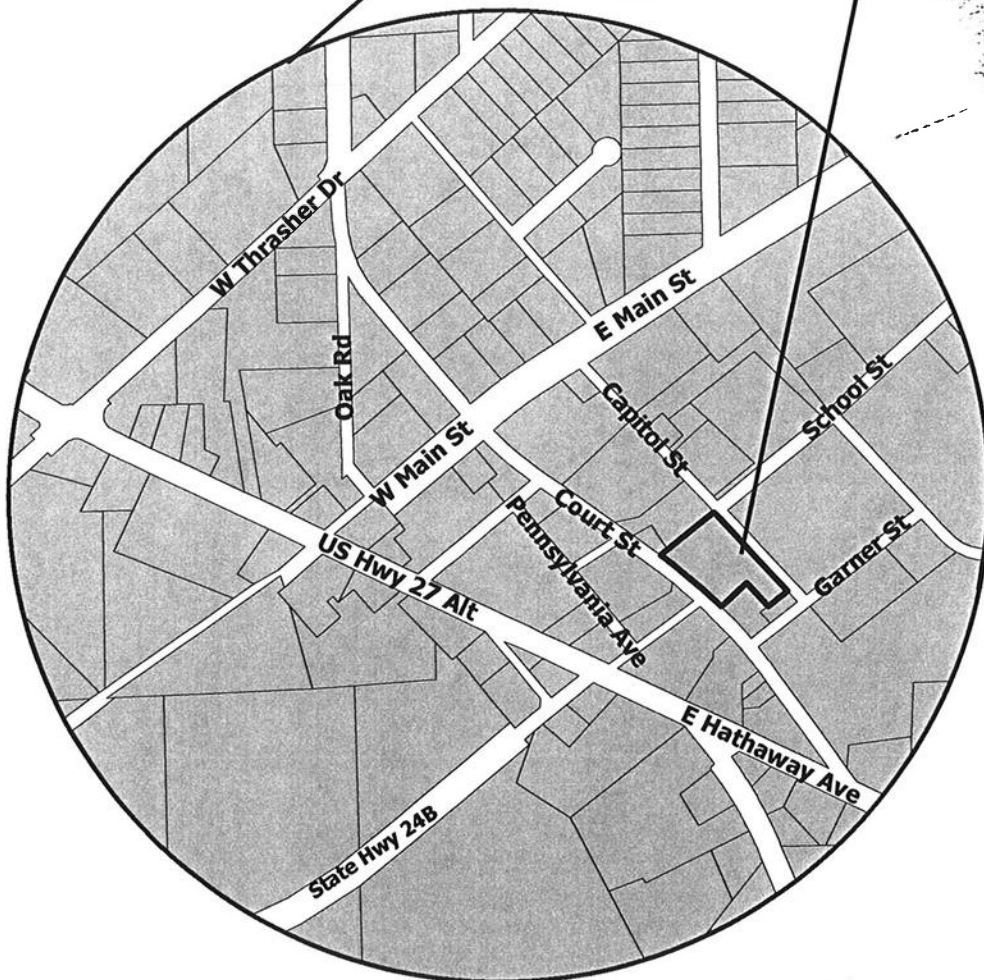
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Levy County Clerk of Court Office Clerk Conference Room, 355 S. Court Street Bronson, Florida

Directions: From the intersection of State Road 24 (also known as West Thrasher Drive) and US Highway 27 Alt in the Town of Bronson, head south onto US Highway 27 Alt about three blocks. Turn left onto Court Street, and the Levy County Courthouse will be on the right.



Levy County
Courthouse



1 inch = 667 feet





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**LEVY COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING ANNOUNCEMENT AND AGENDA

Levy County Clerk of Court Office
Clerk Conference Room
355 South Court Street
Bronson, Florida

Thursday
January 13, 2022
10:00 a.m.

I. BUSINESS MEETING – CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance
- C. Roll Call
- D. Public Comments
- E. Approval of the Meeting Agenda **ACTION REQUIRED**
- F. Approval of the November 18, 2021 Minutes **ACTION REQUIRED**

II. NEW BUSINESS

- A. Introduction to Florida's Coordinated Transportation System **NO ACTION REQUIRED**

Staff will discuss Florida's Coordinated Transportation System and Section 112.3143, Florida Statutes concerning voting conflicts of interest

- B. Bylaws **NO ACTION REQUIRED**

The Board needs to review amendments to the Bylaws

III. OTHER BUSINESS

Comments

IV. FUTURE MEETING DATES

- A. April 14, 2022 at 10:00 a.m.**
- B. September 15, 2022 at 10:00 a.m.**
- C. November 18, 2022 at 10:00 a.m.**
- D. January 12, 2023 at 10:00 a.m.**

* Please note that this is a tentative meeting schedule, all dates and times are subject to change.

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

**LEVY COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner John Meeks Local Elected Official/Chair	Not applicable
Christina Nalsen Florida Department of Transportation	Lauren Adams Florida Department of Transportation Grievance Committee Member
John Wisker Florida Department of Children and Families	Amy Burton Florida Department of Children and Families
Jeff Aboumrad Florida Department of Education	Peter Shepis Florida Department of Education
Matthew Pearson Florida Department of Elder Affairs	Vacant Florida Department of Elder Affairs
Reeda Harris Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Sheryl Dick-Stanford Florida Agency for Persons with Disabilities	Sylvia Bamberg Florida Agency for Persons with Disabilities
Larry Trowbridge Regional Workforce Board Grievance Committee Member	Cindy LeCouris Regional Workforce Board
Tiffany McKenzie Central Florida Community Action Agency, Inc. Term ending June 30, 2023	Charles J. Harris, Jr. Central Florida Community Action Agency, Inc. Term ending June 30, 2023
Gary Masters, Vice-Chair Public Education Community Grievance Committee Member	Joseph Wain Public Education Community
Robert E. Lowyns Veterans Grievance Committee Member 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
Tammy Jean Ippolito 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, 2022	Vacant Medical Community Term ending June 30, 2022
Sandra Woodard Children at Risk Grievance Committee Member Term ending June 30, 2022	Brooke Ward Children at Risk Term ending June 30, 2022
Vacant Private Transit Term ending June 30, 2022	Vacant Private Transit Term ending June 30, 2022

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

**LEVY COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

Levy County Clerk of Court Office
Clerk Conference Room
355 South Court Street
Bronson, Florida

Thursday
November 18, 2021
10:00 a.m.

VOTING MEMBERS PRESENT IN PERSON

Lauren Adams representing Christina Nalsen, Florida Department of Transportation Representative
Reeda Harris, Florida Agency for Health Care Administration Representative
Tammy Ippolito, Citizen Advocate – User
Tiffany McKenzie, Central Florida Community Action Agency, Inc. Representative
Matthew Pearson, Florida Department of Elder Affairs Representative
John Wisker, Florida Department of Children and Families Representative

VOTING MEMBERS PRESENT VIA TELECOMMUNICATIONS MEDIA TECHNOLOGY

Jeff Aboumrad, Florida Department of Education Representative
Sheryl Stanford, Florida Agency for Persons with Disabilities Representative
Sandra Woodard, Children at Risk Representative

ALTERNATE MEMBERS PRESENT VIA TELECOMMUNICATIONS MEDIA TECHNOLOGY

Sylvia Bamburg, Florida Agency for Persons with Disabilities

VOTING MEMBERS ABSENT

Robert E. Lowyns, Veterans Representative
Gary Masters, Public Education Representative
Commissioner John Meeks, Chair
Larry Trowbridge, Regional Workforce Board Representative

OTHERS PRESENT

Connie Conley, Levy County Transit

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 Meeks and Vice-Chair Masters are not present to conduct the meeting. She asked the Board to elect an Acting Chair.

ACTION: Tammy Ippolito moved to elect Lauren Adams as Acting Chair. Tiffany McKenzie seconded; motion passed unanimously.

Acting Chair Adams called the meeting to order at 10:09 a.m.

A. Invocation

Matthew Pearson gave the invocation.

B. Pledge of Allegiance

Acting Chair Adams led the Board in reciting the Pledge of Allegiance.

C. Roll Call

The roll was called by Ms. Godfrey, and, a quorum was declared present.

D. Public Comments

There were no comments.

E. Approval of the Meeting Agenda

ACTION: Tiffany McKenzie moved to approve the meeting agenda. Tammy Ippolito seconded; motion passed unanimously.

F. Approval of the September 16, 2021 Meeting Minutes

ACTION: Tiffany McKenzie moved to approve the September 16, 2021 meeting minutes. Tammy Ippolito seconded; motion passed unanimously.

II. NEW BUSINESS

A. 2020/21 Annual Performance Evaluation

Ms. Godfrey stated that the Board is required to evaluate Levy County Transit's performance as the Community Transportation Coordinator annually. She said the draft performance evaluation is included in the meeting packet for the Board's review.

ACTION: Sheryl Stanford moved to approve Levy County Transit's 2020/21 Annual Performance Evaluation. Tiffany McKenzie seconded; motion passed unanimously.

B. 2020/25 Levy County Transportation Disadvantaged Service Plan Amendment

Ms. Godfrey stated that Levy County Transit is requesting the inclusion of customers' rights and responsibilities as an amendment to the 2020/25 Levy County Transportation Disadvantaged Service Plan. She said the proposed amendment is included in the meeting materials for the Board's review.

ACTION: Tammy Ippolito moved to approve amend the Levy County Transportation Disadvantaged Service Plan to include customers' rights and responsibilities. Reeda Harris seconded; motion passed unanimously.

C. 2020/21 Annual Operating Report

Ms. Godfrey stated that Levy County Transit is required to submit an annual operating report to the Florida Commission for the Transportation Disadvantaged by September 15th of each year. She said the Board is required to review the annual operating report.

The Board reviewed the 2020/21 Annual Operating Report.

D. Levy County Transit Operations Reports

Ms. Connie Conley, Levy County Transit Director, discussed the operations reports. She said Levy County Transit is still short drivers.

III. OTHER BUSINESS

ACTION: Tammy Ippolito moved to add quorum requirements to the agenda. Tiffany McKenzie seconded; motion passed unanimously.

Ms. Godfrey stated that the Florida Commission for the Transportation staff suggested the local Coordinating Boards amend their Bylaws to reduce the physical quorum required at meetings and to allow Board members to participate and vote via communications media technology. She said other Transportation Disadvantaged Coordinating Boards around the State are defining quorums as the presence in person of at least two Board members in addition to Board member presence via communications media technology sufficient to make up 40 percent of the voting members.

ACTION: Tiffany McKenzie moved to amend the Bylaws to define a quorum as the presence in person of at least two voting members or their alternates in addition to voting or alternate member presence via communications media technology sufficient to make up 40 percent of the Board membership. Reeda Harris seconded; motion passed unanimously.

A. Comments

There were no comments.

IV. FUTURE MEETING DATES

Acting Chair Adams stated that the next meeting of the Board is scheduled for Thursday, January 13, 2022 at 10:00 a.m. She thanked all of the Board members for attending the meeting.

ADJOURNMENT

The meeting was adjourned at 10:30 a.m.

Chair

Date



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January 6, 2022

TO: Levy County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Introduction to Florida’s Coordinated Transportation System

RECOMMENDATION

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

BACKGROUND

The Florida Commission for the Transportation Disadvantaged requires Board members to comply with the requirements of Section 112.3143, Florida Statutes and Section 286, Florida Statutes.

Attached are the following documents for the Board’s information:

- An Introduction to Florida’s Coordinated Transportation System;
- Section 112.3143, Florida Statutes concerning voting conflicts of interest; and
- Section 286, Florida Statutes concerning Florida Sunshine Law.

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

Attachments

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TD 101

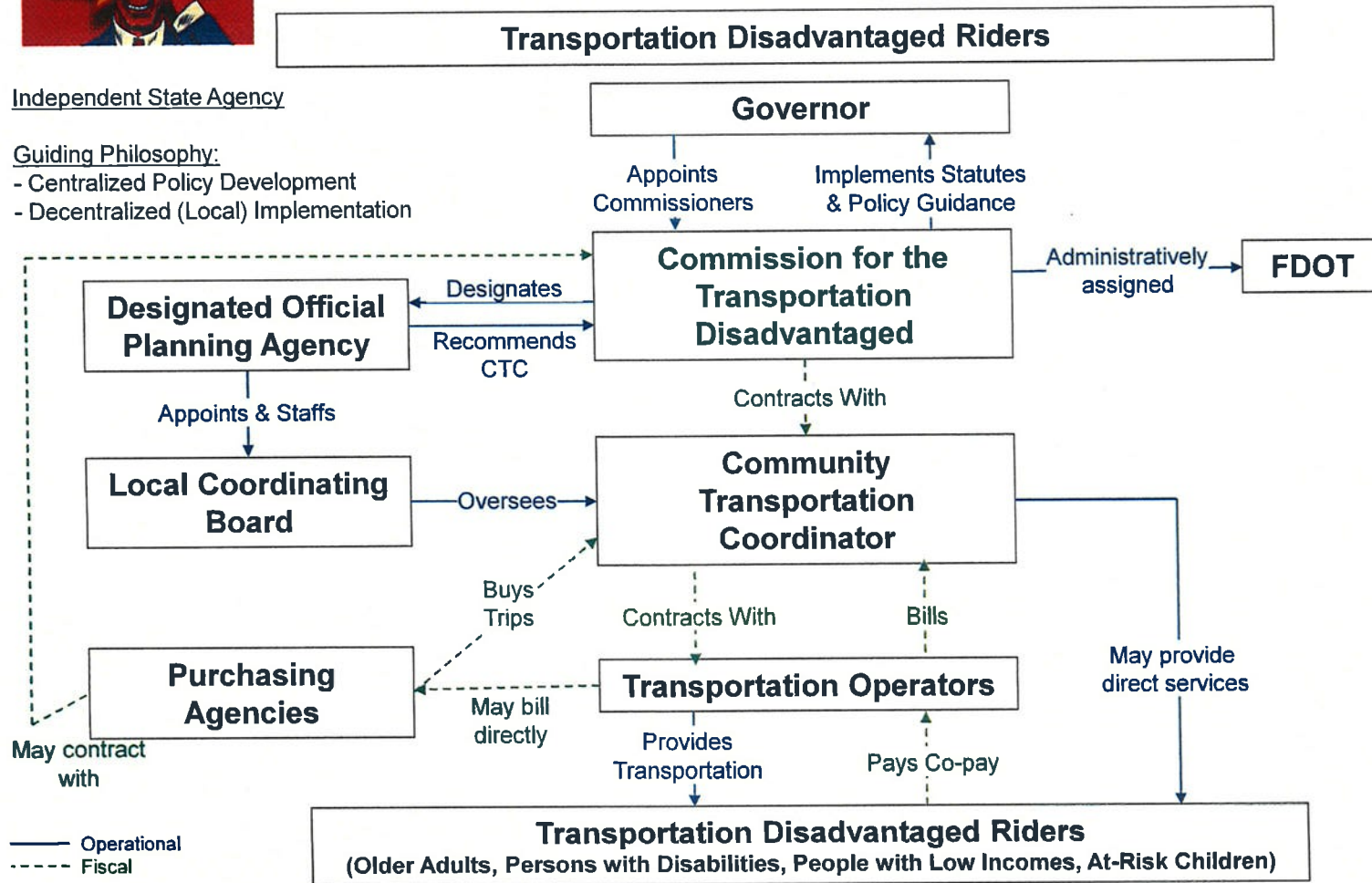
An Overview of the Transportation Disadvantaged Program



October 2021



Florida's Coordinated Transportation System Organizational Structure... At A Glance



Riders Who Are Transportation Disadvantaged

- Older Adults
- Persons with Disabilities
- Persons with Low Income
- Children who are At-Risk



They Could Need A Ride To...



- Medical Services
- Work or Job-Training
- School or College
- Grocery Store
- Social-Recreation

...And They May Have Limited Transportation Options Available In Their Community:

- Personal or Family Vehicle
- Public Transit
- Government “Sponsored” Transportation (e.g., Medicaid)
- Private On-Demand Services (e.g., taxi, Uber or Lyft, etc.)



TD Program Foundation

The Coordinated System was established in 1979.

The Legislature created the Commission and TD Trust Fund in 1989.

The purpose was to deliver the “coordination” of transportation services in each county.

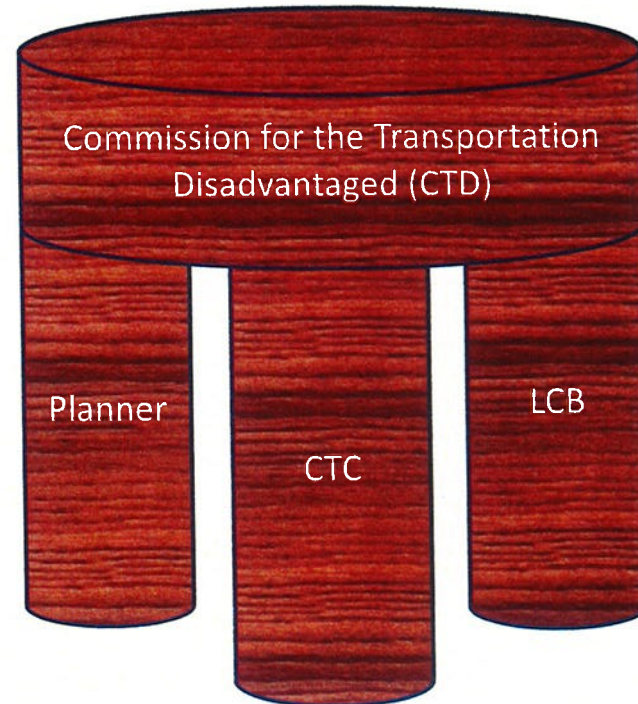
Implemented by three primary entities at local level:

- Community Transportation Coordinator (CTC)
- Designated Official Planning Agency (Planner)
- Local Coordinating Board (LCB)

CTD works with state/local partners (e.g., FDOT) to also purchase trips through coordinated system.

“Trips” can include bus passes, scheduled door-to-door paratransit, or on-demand services.

The “Three-Legged Stool” of Coordination



Commission Responsibilities

Florida Commission for the



**Transportation
Disadvantaged**

Summary of Responsibilities

- Independent agency, administratively housed in FDOT, with board appointed by Governor.
- Administers the TD Trust Fund and disburses funds through various grant programs.
- Develops policies/procedures governing the coordinated transportation system.
- Approves and contracts with CTCs to deliver CTD-funded services in each county.
- Designates Planning Agency (outside MPO) to help implement program at the local level.

Governing Documents



Chapter 427, Florida Statutes –
Legislative Authority

Rule Chapter 41-2, Florida
Administrative Code –
Implementing Regulations

Grant Programs...



- Trip & Equipment Grant –
 - Annually allocated through a formula, established in rule, to CTCs in all 67 counties
 - Used to purchase trips for eligible riders
 - 25% of funds may be used to purchase equipment
- Planning Grant – Awarded to Planning Agencies to assist with meeting their responsibilities, including staffing the LCB, in each service area.
- Shirley Conroy Grant – Competitively awarded to CTCs for the purchase of capital equipment to meet the needs in rural areas.

...Grant Programs

- Innovation and Service Development (ISD) Grant (FY19-20 and FY20-21)
 - Appropriated through Multi-Use Corridors of Regional Economic Significance (M-CORES)
 - Competitively awarded to CTCs and TNCs for innovative projects that support:
 - Access to Community Activities;
 - Cross-County/Regional Mobility; or
 - Connection to a Transportation Hub

Community Transportation Coordinator



Summary of Responsibilities

- Coordinates transportation services for a county/region.
- Provides and/or contracts with transportation operators to deliver trips for TD customers.
- Determines TD eligibility and performs gatekeeping duties.
- Invoices purchasing agencies.
- Assists LCB in developing the TD Service Plan.
- Submits annual operating report (AOR) data.

A CTC Can Be A...

- Public transit system;
- Nonprofit organization (e.g., council on aging);
- Private transportation company; or
- Local government entity.



And Can...

- Deliver services directly (sole source); or
- Contract with a transportation operator(s) to deliver a portion or all services (broker)

CTC Selection/Evaluation Process

- Interested organizations respond to request for proposals from the planning agency.
- Planning agency recommends the CTD approve an entity be the CTC.
- Designation is for a 5-year period.
- Evaluated on an annual basis by LCB.

Designated Official Planning Agency



Summary of Responsibilities

- Assist CTC and LCB to implement local TD program.
- Staffs and appoints members to the LCB:
 - Prepares LCB meetings (e.g., agendas, by-laws, grievance procedures, trainings, etc.)
 - Assists LCB in evaluating CTC on annual basis
- Procures and recommends CTC designation.
- Coordinates and conducts transportation planning activities for its service area:
 - Works with CTC/LCB to develop TD Service Plan
 - Reviews Annual Operating Report and submits to the LCB.

A Planning Agency Can Be A...

- Metropolitan Planning Organization (MPO)
- County/City Government
- Regional Planning Council
- Local Organizations who are performing planning activities in designated service areas

A planning agency may be responsible for multiple service areas.

Local Coordinating Board



Summary of Responsibilities

- Board membership represents local stakeholders and is appointed by planning agency.
- Meets quarterly and provides guidance on local coordination of transportation services.
- Serves as the local advisory body to the Commission.

The LCB Members Include...

- A local elected official, who serves as chair;
- Purchasing agencies (FDOT, AHCA, APD, etc.);
- The local education community;
- Vocational Rehabilitation/Blind Services;
- The veterans service office;
- Florida Association for Community Action;
- Riders (persons with disabilities, seniors, persons with low-income children at-risk);
- Transportation provider organizations;
- Medical Community;
- Workforce Development Board



LCB Duties...

- Assists in establishing eligibility guidelines and trip priorities.
- Assist with development of TD Service Plan
- Evaluates performance of CTC.
- Identifies and prioritizes local service needs.
- Appoints a grievance committee.
- Reviews and recommends other funding applications.
- Reviews strategies of service provision to the area.
- Evaluates multicounty or regional transportation opportunities.

Purchasing Agency



Summary of Responsibilities

- Serves as an Advisory Member to the Commission.
- Voting Members of the LCB.
- Purchases transportation services for the transportation disadvantaged.
- Assists communities to develop transportation systems designed to serve the transportation disadvantaged.
- Ensures its rules, procedures, guidelines, and directives are supportive of the transportation disadvantaged.

Who is a Purchasing Agency..

An agency that purchases transportation services for the transportation disadvantaged such as -

- Agency for Health Care Administration
- Agency for Persons with Disabilities
- Department of Economic Opportunity
- Department of Children and Families
- Department of Education
- Department of Elder Affairs
- Department of Health
- Department of Juvenile Justice
- Florida Department of Transportation
- Local Government Agencies and Organizations

Section 112.3143, Florida Statutes

Voting Conflicts of
Interest

Section 112.3143, Florida Statutes

- Public officer includes any person serving on an advisory body.
- Board members are considered public officers.
- Board members may not vote on any matter that would be to their special private gain or loss.

Section 112.3143, Florida Statutes

- Board members shall make every reasonable effort to disclose the nature of their interest as a public record in a memorandum filed with staff.
- The memorandum shall be incorporated in the meeting minutes.

Section 112.3143, Florida Statutes

- Board members shall, prior to a vote being taken, publicly state the nature of their interest in the matter from which they are abstaining from voting.
- Within 15 days after the vote occurs, Board members shall disclose the nature of their interest as a public record in a memorandum filed with staff.

Section 112.3143, Florida Statutes

- No Board member shall participate in any matter which would be to the Board member's special private gain or loss without first disclosing the nature of their interest in the matter.
- In the event that disclosure has not been made prior to the meeting or that any conflict is unknown prior to the meeting, the disclosure shall be made orally at the meeting when it becomes known that a conflict exists.
- A written memorandum disclosing the nature of the conflict shall be filed within 15 days after the oral disclosure.

Section 286, Florida Statutes

Florida Sunshine Law

Section 286, Florida Statutes

- Board meetings must be open to the public.
- Reasonable notice of Board meetings must be given.
- Minutes of Board meetings must be taken.

Section 286, Florida Statutes

- Applies to any board or commission of any state agency or authority or of any agency or authority of any county, municipal corporation or political subdivision.
- A meeting is considered any gathering of two or more Board members to discuss any matter which will come before the Board for action.



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January 6, 2022

TO: Levy County Transportation Disadvantaged Coordinating Board
 FROM: Lynn Godfrey, AICP, Senior Planner
 SUBJECT: Levy County Transportation Disadvantaged Coordinating Board Bylaws

RECOMMENDATION

No action required. For information only.

BACKGROUND

At the November 18, 2021 meeting, the Board amended the Bylaws to reduce the physical quorum required at meetings and to allow Board members to participate and vote via communications media technology. The definition of a quorum as amended is the presence in person of at least two voting members or their alternates in addition to voting or alternate member presence via communications media technology sufficient to make up 40 percent of the Board membership.

Attached are the amended Bylaws with the amendments highlighted and underlines. If you have any questions concerning the Bylaws, please contact me at extension 110.

Attachment

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- (5) Notice of Regular and Special Meetings. All meetings, public workshops, committee meetings, etc. shall be advertised, at a minimum, in the largest general circulation newspaper in the designated service area prior to the meeting. Meeting notices shall include the date, time and location, general nature/subject of the meeting a contact person and phone number to call for additional information and to request accessible meeting material formats.

Notices and tentative agendas shall be provided to the Florida Commission for the Transportation Disadvantaged, Board members and other interested parties at least two weeks prior to each Board meeting. Meeting notices shall include the date, time, location, general nature/subject of the meeting, a contact person and phone number to call for additional information and to request accessible formats.

- (6) Quorum. At all meetings of the Board, the presence in person of at least two voting members or their alternates in addition to voting or alternate member presence via communications media technology sufficient to make up 40 percent of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. Vacant voting positions as specified in Chapter 1, Section 3 which are vacant shall not be included in the number of persons required to be present in order to constitute a quorum. In the absence of a quorum, those present may, without notice other than by announcement at the meeting, recess the meeting from time to time, until a quorum shall be present. At any such recessed meeting, any business may be transacted which might have been transacted at the meeting as originally called. In the absence of a quorum, the members present may also elect to either:

- a) Cancel and reschedule the meeting; or
- b) Continue to meet and discuss agenda items for informational purposes only. Agenda items that require formal action shall be presented at a future meeting where a quorum is present.

Board members can participate (and vote) in meetings via conference call, however, a physical quorum must be present to vote on agenda items that require formal action.

- (7) Voting. At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these Bylaws, shall be decided by the vote of a majority of the members of the Board present in person and via communications media technology. As required by Section 286.012, Florida Statutes, all Board members, including the Chair of the Board, must vote on all official actions taken by the Board except when there appears to be a possible conflict of interest with a member or members of the Board.
- (8) Voting Conflicts. In accordance with Chapter 112.3143(2)(a), Florida Statutes, "A state public officer may not vote on any matter that the officer knows would inure to his or her special private gain or loss. Any state public officer who abstains from voting in an official capacity upon any measure that the officer knows would inure to the officer's special private gain or loss, or who votes in an official capacity on a measure that he or she knows would inure to the special private gain or loss of any principal by whom the officer is retained or to the parent organization or subsidiary of a corporate principal by which the officer is retained other than an agency as defined in s. 112.312(2); or which the officer knows would inure to the special private gain or loss of a relative or business associate of the public officer, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the state public officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote."

- (9) Proxy Voting. Proxy voting is not permitted.
- (10) Parliamentary Procedures. The Board will conduct business using parliamentary procedures according to Robert's Rules of Order, except when in conflict with these Bylaws.
- (11) Attendance. 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 **in person or via communications media technology**. The North Central Florida Regional Planning Council shall notify the Florida Commission for the Transportation Disadvantaged if any state agency voting member or their alternate fails to attend three consecutive meetings **in person or via communications media technology**. The North Central Florida Regional Planning Council must maintain an attendance roster for each meeting. Board members can participate (and vote) at meetings via communications media technology, however, a physical quorum must be present to vote on action items.
- 12) Public Comment. Members of the public shall be given a reasonable opportunity to be heard on a proposition before the Board. The opportunity to be heard need not occur at the same meeting at which the Board takes official action on the proposition if the opportunity occurs at a meeting that is during the decision making process and is within reasonable proximity in time before the meeting at which the Board takes the official action. This provision does not prohibit the Board from maintaining orderly conduct or proper decorum in a public meeting. The opportunity for members of the public to be heard is subject to policies adopted by the Board as provided herein.

Policies of the Board which govern the opportunity for members of the public to be heard at public meetings are, as follows:

- (a) The Board shall include an item on the agenda of public meetings for public comment offering members of the public and representatives of groups or factions an opportunity to comment or to be heard on any matter pertinent to the Board not included as an agenda item at such public meeting. Such comments shall be limited to three (3) minutes and directed to the Chair. Additional time may be given at the Chair's discretion. The Chair may impose a cumulative time limit for all public comment on any specific agenda item.
- (b) Members of the public shall be allowed to address the Board or any committee of the Board following the making of a motion that has been properly seconded concerning a proposition before the Board or any committee of the Board. Such comments shall be directed to the Chair.
- (c) The Board may, at its discretion, require representatives of groups or factions on a proposition to address the Board or any committee of the Board, rather than allowing all members of such groups or factions to address the Board or any committee of the Board, at meetings in which a large number of individuals wish to be heard.
- (d) All comments made by Board members, Board staff, guests and members of the public during any public meeting of the Board shall be governed by the City, County and Local Government Law Section of the Florida Bar Civility Pledge, as follows:
 - 1. We will be respectful of one another even when we disagree;
 - 2. We will direct all comments to the issues; and
 - 3. We will avoid personal attacks.

ATTENDANCE RECORD

**LEVY COUNTY
TRANSPORTATION DISADVANTAGED
COORDINATING BOARD**

MEMBER/ORGANIZATION	NAME	3/18/2021	4/15/2021	9/16/2021	11/18/2021
Chair	Commissioner John Meeks	P	P	P	A
Florida Department of Transportation	Christina Nalsen			A	A
Alternate Member	Lauren Adams	A	A	P	P
Florida Department of Children and Families	John Wisker	P	P	P	P
Alternate Member	Amy Burton	A	A	A	A
Florida Department of Education	Jeff Aboumrad	A	P	P	P
Alternate Member	Vacant				
Florida Department of Elder Affairs	Matthew Pearson	P	P	A	P
Alternate Member	Vacant				
Florida Agency for Health Care Administration	Reeda Harris			P	P
Alternate Member	Pamela Hagley			A	A
Florida Agency for Persons with Disabilities	Sheryl Dick-Stanford	A	P	P	P
Alternate Member	Sylvia Bamburg	P	A	A	P
Regional Workforce Board	Larry Trowbridge		P	P	A
Alternate Member	Cindy LeCouris	P	A	A	A
Central Florida Community Action Agency	Tiffany McKenzie	P	P	P	P
Alternate Member	Charles J. Harris, Jr.	A	A	A	A
Public Education Community	Gary Masters, Vice-Chair	P	A	P	A
Alternate Member	Joseph Wain	A	A	A	A
Veterans	Robert E. Lowyns	P	P	P	A
Alternate Member	Vacant				
Citizen Advocate	Vacant				
Alternate Member	Vacant				
Citizen Advocate-User	Tammy Jean Ippolito	A	A	A	P
Alternate Member	Vacant				
Persons with Disabilities	Vacant				
Alternate Member	Vacant				
Elderly	Vacant				
Alternate Member	Vacant				
Local Medical Community	Vacant				
Alternate Member	Vacant				
Children at Risk	Sandra Woodard	P	P	P	P
Alternate Member	Brooke Ward	A	A	A	A
Private Transit	Vacant				
Alternate Member	Vacant				

LEGEND KEY: P-Present A-Absent

ATTENDANCE POLICY: According to Section G (10) of the 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."

