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March 3, 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, March 10, 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 supporting materials. If you have any questions concerning the meeting, please do not hesitate to contact me at 1-800-226-0690 extension 110.

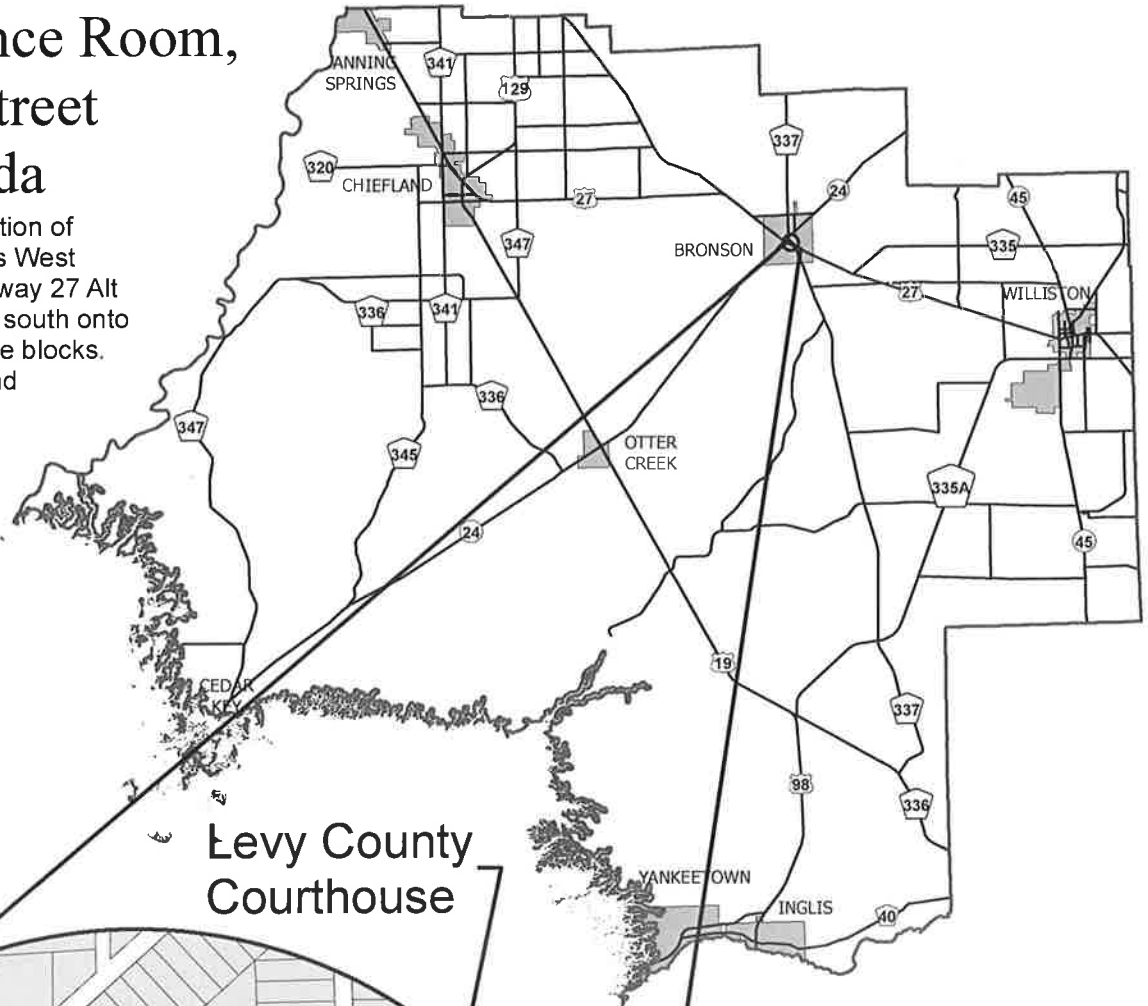
Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this public meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired,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

Attachment

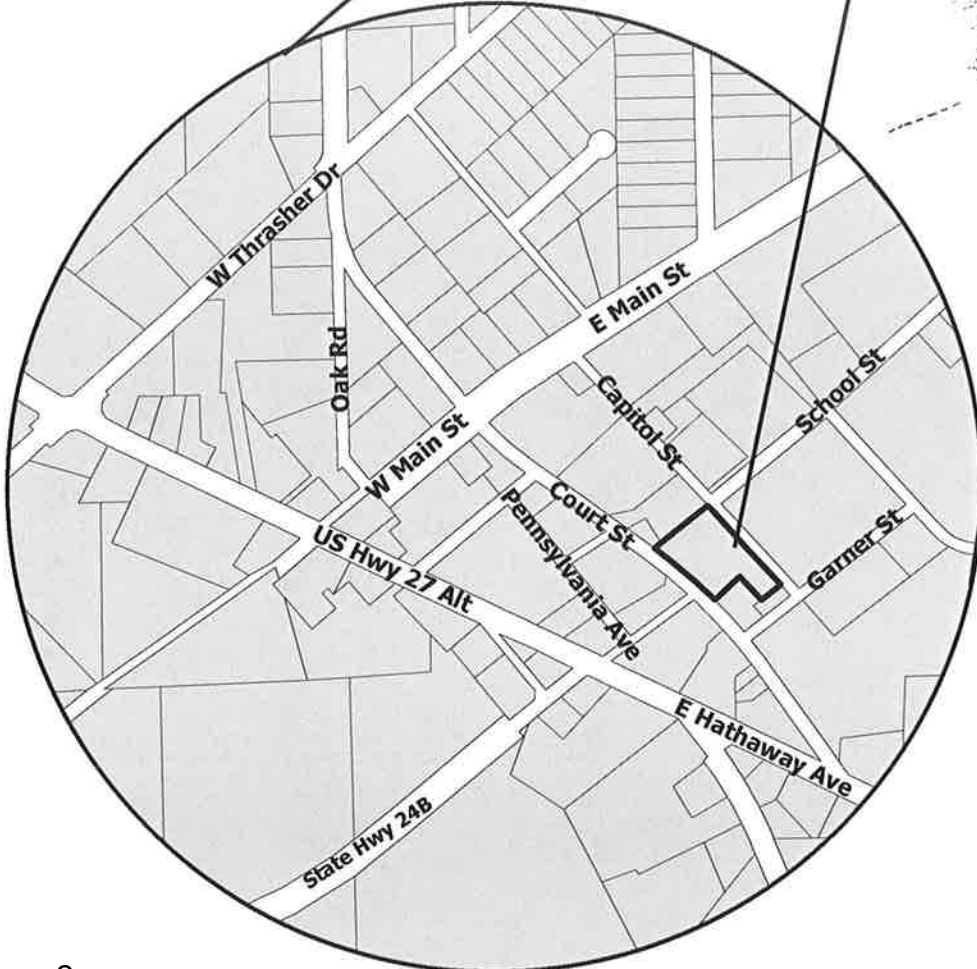
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Levy County Clerk of Court Office Clerk Conference Room, 355 S. Court Street Bronson, Florida

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
March 10, 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 Page 7** **ACTION REQUIRED**

II. NEW BUSINESS

- A. Introduction to Florida’s Coordinated Transportation System** **Page 11** **NO ACTION REQUIRED**
Staff will discuss Florida’s Coordinated Transportation System and Section 112.3143, Florida Statutes concerning voting conflicts of interest
- B. Bylaws** **Page 51** **NO ACTION REQUIRED**
The Board needs to review amendments to the Bylaws
- C. Levy County Transit Operations Reports** **Page 71** **NO ACTION REQUIRED**
- D. 2022 Florida Legislative Session** **Page 77** **NO ACTION REQUIRED**

III. OTHER BUSINESS

Comments

IV. FUTURE MEETING DATES

- A. May 12, 2022 at 10:00 a.m.**
- B. September 15, 2022 at 10:00 a.m.**
- C. November 17, 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 draft 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
Russell Meeks Jr. 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	Vacant 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 Bamburg 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	Vacant 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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March 3, 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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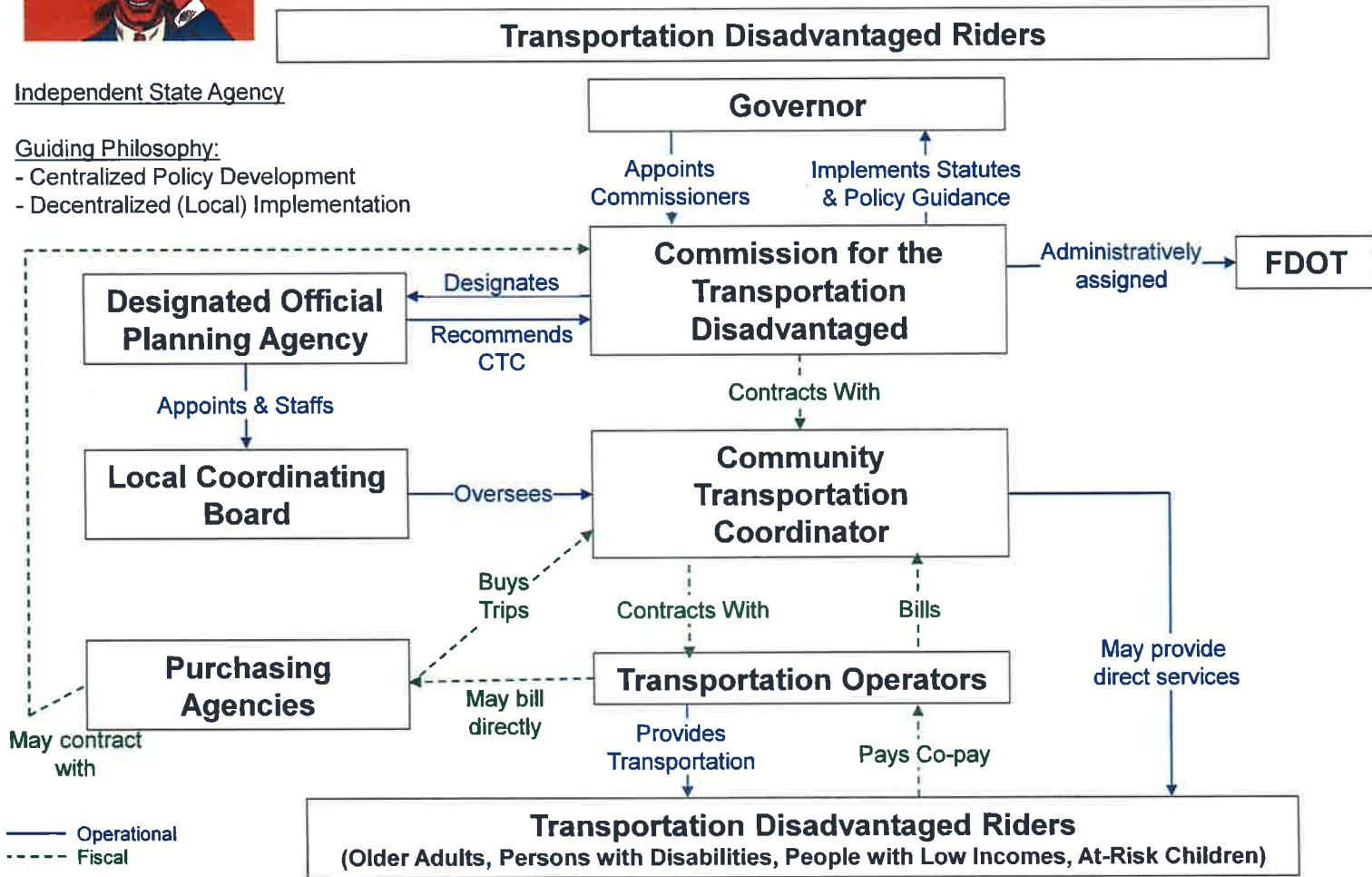
TD 101 An Overview of the Transportation Disadvantaged Program



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.

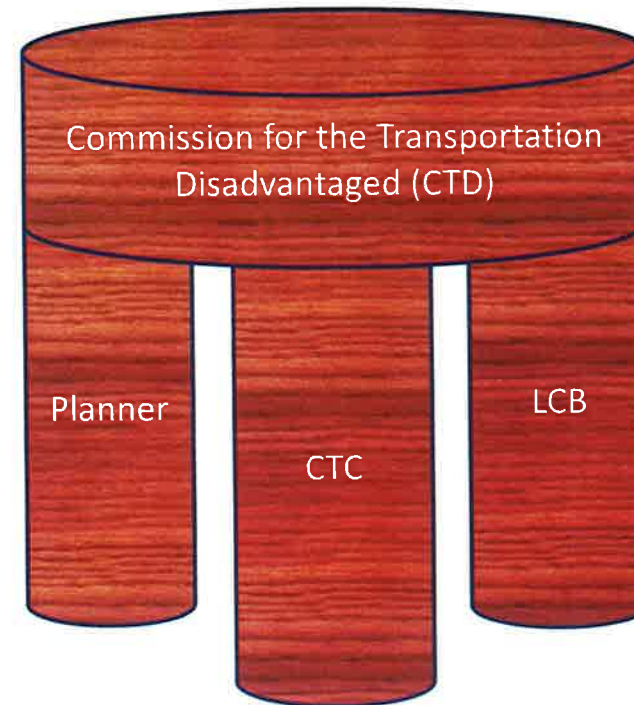
Implemented by three primary entities at local level:

- 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

Commission Membership and Duties...

- Seven voting Governor-appointed members:
 - Five business representatives
 - Two users of the system
 - At least one representing seniors (65+ Years Old)
- Eight ex-officio (non-voting) members, representing purchasing agencies.
- Meets at least quarterly around the state.
- All meetings are governed under the Sunshine Laws – recorded and accessible to the public.



...Commission Duties

- Primary voting responsibilities:
 - Approves the designation of every CTC at least every five years
 - Administers the TD Trust Fund, to include the awarding of grants.
 - Reviews and approves Commission publications, including the Annual Performance Report
 - Develops/approves policies governing coordinated transportation (e.g., rules, procedures, etc.).
- Participates in professional development events, including an annual training workshop.
- Appoints and oversees Executive Director.

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...

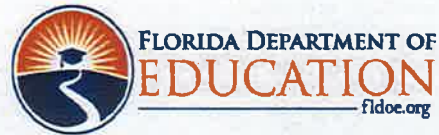
- A local elected official, who serves as chair;
- Purchasing agencies (FDOT, AHCA, APD, etc.);
- The local education community;
- Vocational Rehabilitation/Blind Services;
- The veterans service office;
- Florida Association for Community Action;
- Riders (persons with disabilities, seniors, persons 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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March 3, 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

T:\Lynn\TD2022\Levy\Memos\bylawsamend.docx

Bylaws

September 16, 2021

Levy County Transportation Disadvantaged Coordinating Board



Levy County Transportation Disadvantaged Coordinating Board

Bylaws

Approved by the

Levy County
Transportation Disadvantaged Coordinating Board

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

John Meeks, Chair

with Assistance from



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

September 16, 2021

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Chapter I: Levy County Transportation Disadvantaged Coordinating Board Bylaws

A. Preamble

The following sets forth the bylaws which shall serve to guide the proper functioning of the Levy County Transportation Disadvantaged Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, and subsequent laws setting forth requirements governing the coordination of transportation services provided to the transportation disadvantaged.

B. Agency Description

The Levy County Transportation Disadvantaged Coordinating Board is a public body appointed by the North Central Florida Regional Planning Council serving as the Designated Official Planning Agency as authorized by Section 427.015, Florida Statutes.

C. Definitions

Transportation disadvantaged means those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk as defined in Section 411.202, Florida Statutes.

Agency means an official, officer, commission, authority, council, committee, department, division, bureau, board, section, or any other unit or entity of the state or of a city, town, municipality, county, or other local governing body or a private nonprofit transportation service-providing agency.

Community Transportation Coordinator means a transportation entity recommended by a metropolitan planning organization, or by the appropriate designated official planning agency as provided for in Section 427.011, Florida Statutes in an area outside the purview of a metropolitan planning organization, to ensure that coordinated transportation services are provided to the transportation disadvantaged population in a designated service area.

Coordinating Board means an advisory entity in each designated service area composed of representatives appointed by the metropolitan planning organization or designated official planning agency, to provide assistance to the community transportation coordinator relative to the coordination of transportation services.

Coordination means the arrangement for the provision of transportation services to the transportation disadvantaged in a manner that is cost-effective, efficient and reduces fragmentation and duplication of services.

Designated Official Planning Agency means the official body or agency designated by the Commission to fulfill the functions of transportation disadvantaged planning in areas not covered by a Metropolitan Planning Organization. The Metropolitan Planning Organization shall serve as the designated official planning agency in areas covered by such organizations.

Designated Service Area means a geographical area recommended by a designated official planning agency, subject to approval by the Florida Commission for the Transportation Disadvantaged, which defines the community where coordinated transportation services will be provided to the transportation disadvantaged.

Florida Coordinated Transportation System means a transportation system responsible for coordination and service provisions for the transportation disadvantaged as outlined in Chapter 427, Florida Statutes.

Memorandum of Agreement is the state contract for transportation disadvantaged services purchased with federal, state or local government transportation disadvantaged funds. This agreement is between the Florida Commission for the Transportation Disadvantaged and the Community Transportation Coordinator and recognizes the Community Transportation Coordinator as being responsible for the arrangement of the provision of transportation disadvantaged services for a designated service area.

Transportation Disadvantaged Service Plan means an annually updated plan jointly developed by the Designated Official Planning Agency and the Community Transportation Coordinator which contains a development plan, service plan and quality assurance components. The plan shall be approved and used by the local Coordinating Board to evaluate the Community Transportation Coordinator.

D. Name and Purpose

- (1) The name of the Coordinating Board shall be the Levy County Transportation Disadvantaged Coordinating Board, hereinafter referred to as the Board.
- (2) According to Rule 41-2.012, Florida Administrative Code, the purpose of the Board is to identify local service needs and to provide information, advice and direction to the Community Transportation Coordinator on the coordination of services to be provided to the transportation disadvantaged population within the designated service area through the Florida Coordinated Transportation System. In general, the Board is considered an advisory body (Section 427.0157, Florida Statutes).

E. Membership

- (1) **Voting Members.** In accordance with Section 427.0157, Florida Statutes, all voting members of the Board shall be appointed by the Designated Official Planning Agency. The Designated Official Planning Agency for Levy County is the North Central Florida Regional Planning Council.

In accordance with Rule 41-2.012(3), Florida Administrative Code, the following agencies and groups shall be represented on the Coordinating Board as voting members.

- (a) An elected official from the service area which the Board serves shall be appointed to the Board.

- (b) A local representative of the Florida Department of Transportation;
- (c) A local representative of the Florida Department of Children and Family Services;
- (d) A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office or Headstart Program in areas where the School District is responsible;
- (e) In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education;
- (f) A person recommended by the local Veterans Service Office representing the veterans of the service area;
- (g) A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the service area;
- (h) A person over age sixty (60) representing the elderly in the service area;
- (i) A person with a disability representing the disabled in the service area;
- (j) Two citizen advocate representatives in the service area; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation;
- (k) A local representative for children at risk;
- (l) In areas where they exist, the Chair or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator;
- (m) A local representative of the Florida Department of Elder Affairs;
- (n) An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative shall be appointed, except where said representative is also the Community Transportation Coordinator;
- (o) A local representative of the Florida Agency for Health Care Administration;
- (p) A representative of the Regional Workforce Development Board established in Chapter 445, Florida Statutes; and
- (q) A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community based services, etc.

- (r) A local representative of the Florida Agency for Persons with Disabilities.
- (s) No employee of a Community Transportation Coordinator shall serve as a voting member of the Coordinating Board in an area where the Community Transportation Coordinator serves. However, an elected official serving as a member of the Community Transportation Coordinator's Board of Directors, or other governmental employees that are not employed for the purpose of making provisions for transportation and are not directly supervised by the Community Transportation Coordinator, shall not be precluded from serving as voting members of the Coordinating Board.

It is the intent of the Florida Commission for the Transportation Disadvantaged for the membership of the Board to represent to the maximum extent possible a cross section of their local community.

- (2) **Alternate Members.** The North Central Florida Regional Planning Council may appoint one alternate member to represent appointed voting members in their absence. Alternate members may vote only in the absence of the voting member on a one-vote-per-member basis. Alternate members must be a representative of the same interest as the primary member.
- (3) **Terms of Appointment.** Except for the Chair and state agency representatives, non-agency members of the Board shall be appointed for three-year staggered terms with initial membership being appointed equally for one, two and three years. The Chair shall serve until elected term of office has expired or otherwise replaced by the North Central Florida Regional Planning Council. There are no limits to the number of terms served by any member of the Board.
- 4) **Termination of Membership.** Any member of the Board may resign at any time. Each member of the Board is expected to demonstrate his/her interest in the Board's activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature. In each instance of an unavoidable absence, the absent member should ensure that his/her alternate will attend. The North Central Florida Regional Planning Council shall review, and consider rescinding, the appointment of any member who fails to attend three (3) consecutive meetings. The North Central Florida Regional Planning Council shall notify the Florida Commission for the Transportation Disadvantaged of any state agency voting member or his/her alternate failing to attend three (3) consecutive meetings.
- (5) **Non-Voting Members.** The North Central Florida Regional Planning Council may appoint non-voting members to the Board. It shall consider appointing one or more representatives from transportation boards or communities existing in the county as non-voting members of the Board.

F. Officers

Officers of the Board shall include a Chair, Alternate Chair and a Vice-Chair.

- (1) Chair. The North Central Florida Regional Planning Council shall appoint an official Chair for all Board meetings. The appointed Chair shall be an elected official from the designated service area that the Board serves (41-2.012(1), Florida Administrative Code). For a multi-county Board, the Chair shall be from one of the counties in the designated service area. The Chair shall serve until their elected term of office has expired or otherwise replaced by the North Central Florida Regional Planning Council. The Chair shall preside at all meetings.
- (2) Alternate Chair. The North Central Florida Regional Planning Council shall appoint an alternate Chair. The alternate Chair shall be an elected official from the designated service area that the Board serves. The alternate Chair shall serve until their elected term of office has expired or otherwise replaced by the North Central Florida Regional Planning Council. In the event of the Chair's absence, the alternate Chair shall assume the duties of the Chair and conduct the meeting.
- (3) Vice-Chair. The Board shall hold an organizational meeting each year for the purpose of electing a Vice-Chair (41-2.012(2) Florida Administrative Code). The Vice-Chair shall be elected by a majority vote of a quorum of the members of the Board present and voting at the organizational meeting. The Vice-Chair shall serve a term of one year starting with the first meeting after their election. For a multi-county Board, an elected official not serving as the Chair shall serve as Vice-Chair. In the event of the Chair and alternate Chair's absence, the Vice-Chair shall assume the duties of the Chair and conduct the meeting. The Vice-Chair may serve more than one term.

G. Meetings

- (1) Regular Meetings. The Board shall meet at least quarterly. The Board may meet as often as necessary to fulfill its responsibilities as set forth in Section 427.0157, Florida Statutes. Business meetings of the Board may be called, rescheduled, postponed or cancelled for any appropriate purpose by the Chair. All meetings will function under the "Government in the Sunshine Law." All meetings will provide opportunity for public comments on the agenda. The Board shall conduct business using parliamentary procedures according to Roberts Rules of Order except when they conflict with these by-laws of Commission guidelines.
- (2) Emergency Meetings. The Board may hold emergency meetings in order to transact business necessary to ensure the continuation of services to the transportation disadvantaged population. Special meetings may be called by the Chair or by 1/3 of the Board's voting membership.

North Central Florida Regional Planning Council staff shall give the Florida Commission for the Transportation Disadvantaged, Board members and all interested parties one week notice, if possible, of the date, time, location and proposed agenda for the emergency meeting. Meeting materials shall be provided as early as possible. Emergency meetings shall be advertised at a minimum, in the largest general circulation newspaper in the designated service area as soon as possible prior to the meeting.

- (3) Special Meetings. Special meetings of the Board may be called for any appropriate purpose by the Chair or by written request of at least seven (7) voting members of the Board. Special meetings of the Board may be rescheduled, postponed or cancelled for any appropriate purpose by the Chair.
- (4) Public Workshop. The Board shall hold a public workshop annually. Public workshops may be called, rescheduled, postponed or cancelled for any appropriate purpose by the Chair.

- (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.

H. Administration

- (1) **Staff Support.** The North Central Florida Regional Planning Council shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in Section 427.0157, Florida Statutes. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets and other necessary administrative duties as required by the Board within the limits of the resources available.

North Central Florida Regional Planning Council staff will assist the Chair with the preparation, duplication, and distribution of all materials necessary for Board meetings. Also, staff is responsible for preparing official minutes for each Board meeting.

- (2) **Minutes.** The North Central Florida Regional Planning Council is responsible for maintaining an official set of minutes for each Board meeting regardless of the presence of a quorum. The minutes shall be prepared in a reasonable time following the meeting and shall include an attendance roster indicating what agency, organization or position each member represents and reflect a summary of official actions taken by the Board. Meeting minutes shall be provided at the next regularly scheduled Board meeting for approval.

I. Duties

- (1) **Board Duties.** The following Board duties are set forth in Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code.
 - (a) Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Florida Commission for the Transportation Disadvantaged.
 - (b) Review and approve the Memorandum of Agreement and Transportation Disadvantaged Service Plan.
 - (c) Annually evaluate the Community Transportation Coordinator's performance in general and relative to Florida Commission for the Transportation Disadvantaged and local standards as referenced in Rule 41-2.006, Florida Administrative Code, and the performance results of the most recent Transportation Disadvantaged Service Plan. As part of the Community Transportation Coordinator's performance, the Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is being utilized, the Board shall set an annual percentage of the number of trips to be provided on public transit. The Florida Commission for the Transportation Disadvantaged shall provide evaluation criteria for the Board to use relative to the performance of the Community Transportation Coordinator. This evaluation shall be submitted to the Florida Commission for the Transportation Disadvantaged upon approval by the Board.
 - (d) In cooperation with the Community Transportation Coordinator, review all applications for local, state or federal funds relating to transportation of the transportation disadvantaged in the service area to ensure that any expenditures within the county are provided in the most cost effective and efficient manner.

- (e) Review coordination strategies for service provision to the transportation disadvantaged in the service area to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours and types of service in an effort to increase ridership to a broader population. Such strategies should also encourage multi-county and regional transportation service agreements between area Community Transportation Coordinators and consolidation of adjacent counties when it is appropriate and cost effective to do so.
- (f) Working with the Community Transportation Coordinator, jointly develop applications for funds that may become available.
- (g) Assist the Community Transportation Coordinator in establishing eligibility guidelines and trip priorities for trips that are purchased with Transportation Disadvantaged Trust Funds.
- (h) Annually review coordination contracts to advise the Community Transportation Coordinator whether the continuation of said contract provides the most cost effective and efficient transportation available.
- (i) Annually review all transportation operator contracts as to the effectiveness and efficiency of the transportation operator and recommend approval or disapproval of such contracts to the Community Transportation Coordinator.
- (j) Annually hold a public workshop for the purpose of receiving input regarding unmet transportation needs or any other areas that relate to the local transportation services provided under Florida's Transportation Disadvantaged Program in Levy County.
- (k) Annually review the Annual Operations Report.
- (l) Assist the Community Transportation Coordinator in the establishment of trip priorities with regard to the recipients of Transportation Disadvantaged Program services purchased with Transportation Disadvantaged Trust Fund moneys.

J. Committees

- (1) Grievance Committee. The Chair subject to approval by the Board shall appoint a Grievance Committee to process and investigate complaints from agencies, users, transportation operators and potential users of the system in the designated service area. The Grievance Committee shall make recommendations to the Board or to the Florida Commission for the Transportation Disadvantaged for improvement of service.

The Board shall establish a process and procedures to provide regular opportunities for issues to be brought before the Grievance Committee and to address them in a timely manner. Rider brochures or other documents provided to users or potential users of the system shall provide information about the complaint and grievance process including the publishing of the Florida Commission for the Transportation Disadvantaged's Transportation Disadvantaged Helpline service when local resolution has not occurred.

When requested, all materials shall be made available in accessible format. Members appointed to the Grievance Committee shall be voting members of the Board. If a Grievant claims a conflict between the Grievant and a Grievance Committee member, the Grievance Committee member identified as having a conflict shall recuse himself or herself from hearing the grievance.

- (2) Evaluation Committee. The Chair subject to approval by the Board shall appoint an Evaluation Committee to review the Community Transportation Coordinator's annual performance evaluation. The Committee shall convene at least annually.
- (3) Additional committees may be appointed by the Chair, subject to approval by the Board, as necessary to investigate and report on specific subject areas of interest to the Board and to deal with administrative and legislative procedures.

K. Communication With Other Agencies and Entities

The North Central Florida Regional Planning Council authorizes the Board to communicate directly with other agencies and entities as necessary to carry out its responsibilities in accordance with Chapter 427, Florida Statutes, and Rule Chapter 41-2, Florida Administrative Code.

L. Amendments

These Bylaws may be amended by a majority vote of members present at regular meetings.

M. Certification

The undersigned hereby certifies that he/she is the Chair of the Levy County Transportation Disadvantaged Coordinating Board and that the foregoing is a full, true and correct copy of the Bylaws of this Board as adopted by the Levy County Transportation Disadvantaged Coordinating Board the 16th day of September 2021.



John Meeks, Chair
Levy County Transportation Disadvantaged Coordinating Board

Levy County Transportation Disadvantaged Coordinating Board

Bylaws Team

Scott R. Koons, AICP, Executive Director

* Lynn Franson-Godfrey, AICP, Senior Planner

* Primary Responsibility



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Levy County
Transportation Disadvantaged Coordinating Board

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March 3 2022

TO: Levy County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Levy County Transit 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. October 2021 - December 2021 Operations Report;
2. October 2021 - December 2021 Complaint/Commendation Report; and
3. October 2021 - December 2021 Trip Denial Report.

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

Attachments

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**QUARTERLY OPERATING REPORT
LEVY COUNTY TRANSIT
LEVY COUNTY
OCTOBER 2021 - DECEMBER 2021**

OPERATING DATA	LEVY COUNTY TRANSIT
NUMBER OF INVOICED TRIPS	6,250
Florida Commission for the Transportation Disadvantaged	1,540
Florida Managed Medical Assistance Program	0
Florida Department of Elder Affairs	0
Levy County ARC	1,275
Other	3,435
TOTAL VEHICLE MILES	67,839
TOTAL REVENUE VEHICLE MILES	57,473
TOTAL VEHICLE HOURS	2,861
TOTAL DOLLARS INVOICED	\$116,500.00
Florida Commission for the Transportation Disadvantaged	\$87,025.00
Florida Managed Medical Assistance Program	\$0.00
Florida Department of Elder Affairs	\$0.00
Levy County ARC	\$17,183.00
Other (Private Pay and Schools)	\$12,292.00
AVERAGE COST PER TRIP	\$18.64
Florida Commission for the Transportation Disadvantaged	\$56.51
Florida Managed Medical Assistance Program	\$0.00
Florida Department of Elder Affairs	\$0.00
Levy County ARC	\$13.48
Other	\$3.58
AVERAGE COST PER VEHICLE MILE	\$1.72
AVERAGE COST PER REVENUE VEHICLE MILE	\$2.03
AVERAGE COST PER VEHICLE HOUR	\$40.72
TRIP PURPOSE*	
Medical	1,527
Employment	2
Education/Training	4,256
Shopping	186
Meal Site	0
Recreation	54
Other (Social, Legal, Escorts)	225
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	6,250
PERCENT OF SINGLE PASSENGER TRIPS	100%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	6
AVERAGE NUMBER OF TRIPS PER VEHICLE	1,042
AVERAGE MILES PER TRIP	11
NUMBER OF ROADCALLS	0
MILES BETWEEN ROADCALLS	

Source: Levy County Transit

**QUARTERLY OPERATING REPORT
LEVY COUNTY TRANSIT
LEVY COUNTY
OCTOBER 2020 - DECEMBER 2020**

OPERATING DATA	LEVY COUNTY TRANSIT
NUMBER OF INVOICED TRIPS	4,381
Florida Commission for the Transportation Disadvantaged	1,474
Florida Managed Medical Assistance Program	2
Florida Department of Elder Affairs	0
Levy County ARC	258
Other	2,647
TOTAL VEHICLE MILES	67,131
TOTAL REVENUE VEHICLE MILES	57,983
TOTAL VEHICLE HOURS	2,664
TOTAL DOLLARS INVOICED	\$190,695.10
Florida Commission for the Transportation Disadvantaged	\$82,895.02
Florida Managed Medical Assistance Program	\$166.50
Florida Department of Elder Affairs	\$0.00
Levy County ARC	\$3,559.88
Other (Private Pay and Schools)	\$104,073.70
AVERAGE COST PER TRIP	\$43.53
Florida Commission for the Transportation Disadvantaged	\$56.24
Florida Managed Medical Assistance Program	\$83.25
Florida Department of Elder Affairs	#DIV/0!
Levy County ARC	\$13.80
Other	\$39.32
AVERAGE COST PER VEHICLE MILE	\$2.84
AVERAGE COST PER REVENUE VEHICLE MILE	\$3.29
AVERAGE COST PER VEHICLE HOUR	\$71.58
TRIP PURPOSE*	
Medical	1,777
Employment	9
Education/Training	2,357
Shopping	189
Meal Site	0
Recreation	8
Other (Social, Legal, Escorts)	41
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	4,381
PERCENT OF SINGLE PASSENGER TRIPS	100%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	7
AVERAGE NUMBER OF TRIPS PER VEHICLE	625
AVERAGE MILES PER TRIP	15
NUMBER OF ROADCALLS	3
MILES BETWEEN ROADCALLS	22,377

Source: Levy County Transit

**LEVY COUNTY
SERVICE COMPLAINTS/COMMENDATIONS
OCTOBER 2021 - DECEMBER 2021**

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	-
TOTAL	0	0
COMMENDATIONS	0	-

Source: Levy County Transit

**LEVY COUNTY
UNMET TRANSPORTATION NEEDS
OCTOBER 2021 - DECEMBER 2021**

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 (Non-medical-overbooked	0
TOTALS	0

Source: Levy County Transit



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March 3, 2022

TO: Levy County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2022 Florida Legislative Session

RECOMMENDATION

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

BACKGROUND

The Florida Commission for the Transportation Disadvantaged is seeking support of the Governor’s recommended \$10 million in additional budget authority to the Transportation Disadvantaged Trust Fund for Fiscal Year 2022-23. \$4 Million would expand existing Transportation Disadvantaged Program services around the state. \$6 Million would support Transportation Disadvantaged Program services that enhance access to quality-of-life activities and expand regional (cross-county) mobility options.

If you have any questions concerning this matter, please contact John Irvine, Florida Commission for the Transportation Disadvantaged Project Manager, at 850-410-5712 or John.Irvine@dot.state.fl.us

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Transportation
Disadvantaged

2022 Legislative Priorities



Support the Governor's Recommended **\$10 Million in Additional Budget Authority** to the TD Trust Fund for Fiscal Year 2022-23:

- ☑ **\$4 Million would *expand existing transportation disadvantaged (TD) services* around the state, funded under the Trip & Equipment (T&E) Grant Program.**
- ☑ **\$6 Million would *support new, innovative TD services* that enhance access to quality of life activities and expand regional (cross-county) mobility options.**

Message to Stakeholders of the TD Program:

The House/Senate proposals do *not* include additional budget authority for the T&E Grant. The Senate however *does* include the \$6 million request for innovative TD services.

If the Legislature does not approve the \$4 million request, 44 counties will experience a *reduction in TD funding* due to a change in the T&E Grant formula, including:

- ☑ **\$636,729 (14.9% decrease) to the *Orlando Service Area*;**
- ☑ **\$355,282 (16.7% decrease) to the *Jacksonville Service Area*; and**
- ☑ **\$255,758 (7.5% decrease) to *Palm Beach County*.**

The \$4 million request is supported by existing and projected revenues to the TD Trust Fund. It only requires an increase in legislative budget authority:

- The trust fund revenues have continued to *increase* (by \$4.9 million since FY17-18) while the Legislature has *decreased* the budget authority (by \$5.6 million since FY18-19) to the CTD Grant Programs (as illustrated by the chart on the back of this page).¹

Please share this information with your local legislative delegation and request that they support **\$10 million in ADDITIONAL BUDGET AUTHORITY** to the TD Trust Fund!

¹ The revenues and appropriation amounts represented on this chart do not include the funding that came out of the Multi-Use Corridors of Regional Economic Significance (M-CORES) program, which was repealed by the 2021 Legislature (SB 100).

Ensuring Coordination.....Enhancing Access
Phone 850-410-5700 or toll free 1-800-988-2435
www.fdot.gov/ctd

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 Russell Meeks				
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	Vacant				
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."

