

**MARTIN METROPOLITAN PLANNING ORGANIZATION
LOCAL COORDINATING BOARD FOR THE TRANSPORTATION
DISADVANTAGED**

Martin County Administration Building
4th Floor Workshop Room
2401 SE Monterey Road
Stuart, FL 34996
(772) 419-4081

Monday, March 5, 2012 @ 10:00 A.M.

MINUTES

1. **CALL TO ORDER** – The Chair, Eula Clarke, called the meeting to order at **10:04 A.M.**

2. **ROLL CALL**

Eula Clarke, Chair
John Haddox, Vice Chair
Werner Bols
Suzanne Desposati
Cindy Barnes
Phyl Weaver
Angela Van Etten
Jayne Pietrowski, FDOT

EXCUSED

Krista McGovern
Dalia Dillon

ABSENT

Donna Mihok

STAFF IN ATTENDANCE

Beth Beltran, MPO Administrator
Claudette Mahan, Associate Planner
Margaret H. Brassard, Administrative Assistant II

OTHERS IN ATTENDANCE

Lisa Sanders, Medical Transportation Management (MTM)
Diane Moore, Martin County
Martin Paulk, MV Transportation

A quorum was present for this meeting.

3. APPROVE AGENDA

A motion was made by Mr. Warner Bols to approve the agenda. The motion was seconded by Ms. Cindy Barnes. The motion had no objections. The motion passed unanimously.

4. APPROVE MINUTES

A motion was made by Ms. Barnes to approve the minutes of the December 5, 2011 meeting. A second was made by Mr. John Haddox. There were no objections to the motion. The motion passed unanimously.

It was noted that the meeting for which the minutes had just been approved was held under the authority of Mr. John Haddox, Vice Chair, as the new Chair had yet to be appointed. Ms. Clarke asked for a verbal addendum to acknowledge all who approved the minutes inclusive of the knowledge that the December 5, 2011 meeting was held by the Vice Chair as a Chair had not been appointed. The question was called without opposition. The addendum to the motion was approved unanimously.

5. AGENDA ITEMS

A. MARTIN COUNTY PUBLIC TRANSIT PROVIDER MV CONTRACT TRANSPORTATION

MEMO: temp12LCBTDa03.01

Ms. Beth Beltran advised that Martin County has a new transit provider and Ms. Claudette Mahan, Transit Planner, will give a presentation detailing what transpired in order for the County to obtain the contract provider and what remains to happen to completely implement the American's with Disabilities Association (ADA) Plan for the transit system. Ms. Mahan introduced Mr. Martin Paulk, the General Manager for MV Transportation. Mr. Paulk oversees the public transit contract with Martin which was approved on February 1, 2012. MV is a national public transit vendor so they come to Martin with a great deal of expertise, and will be able to help Martin's transit system get on track. Ms. Mahan handed out an organizational chart in order to clarify the role of public transit and it's relation to TD funds. She advised that public transit falls under the jurisdiction of the Board of County Commissioners (BOCC) and that the BOCC oversees the operations of MV's contract. Ms. Mahon advised that a public meeting was held on Friday, March 2, 2012 to discuss moving forward with the transit ADA Plan. The information which was obtained by the participants at the meeting will be incorporated as much as possible into the ADA Plan, it will be sent to those in attendance of the meeting to review and return comments to the County. Once this is complete, Federal guidelines require a 30 day advertisement period prior to presentation to the BOCC. A public hearing will be scheduled after that, however, the BOCC only meets bi-monthly. Based on availability and timeliness, this matter should be before the Board by April or the beginning of May and at that time we can determine the best

manner in which to move forward. The County is glad to have MV as our new provider and look forward to working with them.

Ms. Angela Van Etten stated that it was to her chagrin that the process in implementing the ADA Plan was slowed by her. She was aware that many had planned on it being adopted in January by the BOCC. However, she stated that she did request that the commissioners not adopt the plan due to a lack of public participation. She has regretted having to do that, but she felt obligated due to the Federal Regulations requiring there be public input. Ms. Van Etten stated that after she provided the list of local disability organizations that would have an interest in public transit to staff, that she felt things went well. Ms. Van Etten stated that there were approximately 30 persons in attendance at this meeting and some offered comments. Ms. Van Etten stated that she regretted that there is funding on hold due to the delay, but as she advised Mr. Donaldson, she believes that she is helping because she did not feel that this plan would be adopted without the public input. She felt that it would have been returned to the Commissioners had they approved it as it was presented. Ms. Van Etten explained that she's not obstructive, she wanted people to understand her motivation, she wanted to work as a team, and if this situation is viewed that way, the County will do a lot better moving forward. Ms. Van Etten stated that the meeting went well and it was a good opportunity to clarify things to the public as some were confused between operational items and paratransit plans. Ms. Van Etten thanked staff for their efforts.

Ms. Mahan advised that the minutes would be distributed to those in attendance at the ADA meeting and if anyone in this committee wanted to receive a copy she requested that they provide her with their email address and she would insure that they received a copy.

Mr. Paulk thanked the committee for giving MV the opportunity to work with Martin County. Ms. Mahan stated that it's only been a month since MV has come on board, and some of the employees from Community Coach came to work with MV, so people are still working with the same staff, they just have a new General Manager overseeing.

Ms. Mahan informed the Board that public transit does not provide specialized service, only the fixed route and paratransit service which is on a first come first served basis. She stated that persons who qualify for Transportation Disadvantaged (TD) may contact MTM and possibly get a ride with them. The ADA Plan didn't mean that their service was ending, it means the same amount of dollars for the same amount of service per value for the public transit. Federal Transit Administration (FTA) put a stop to subscription trips. The County had given six to seven months notice to all the groups of people who were riding that there would no longer be subscription trips under public transit. The service is still there, and like anyone else, you need to call in and reserve a trip as it is first come, first served. The same services are on the road, it's just how a person goes about getting the service that changed.

Ms. Clarke stated that she'd like to receive a status update later to insure that services are being smoothly transferred.

B. MV CONTRACT TRANSPORTATION'S COORDINATION AGREEMENT WITH THE CTC

MEMO: temp12LCBTDa03.02

Ms. Mahan gave an overview of the approved MV Public Transit Contract which stipulated that a coordination agreement with MTM was required. She wanted to insure that these two private entities would be working closely together to insure no duplication of services and that another option is potentially available to riders. She advised that she's hopeful of returning to bid for the Job Access and Reverse Commute (JARC) and New Freedom funds whose needs of the community are outlined in the TDSP. These services are above and beyond what services can be provided on the ADA transit plan. It is hoped that MV, or other providers, will submit proposals for the grants. These funds would be ideal to float the service of getting the people to and from Braille International and venues of that nature. There are some emergency management plans which are overseen by Ms. Sanders at MTM, as well as plans in Martin County, where if the County needs the public transit vehicles, the coordination agreement allows for it to work with them, and the County can know the status of where the vehicles are at all times. MV has reviewed the contract, and it is going to be approved. The County is just waiting for the contract person from MV to sign it and forward it to MTM.

Ms. Clarke requested that names of personnel be added to the flow chart which Ms. Mahan handed out to the Board. Ms. Sanders advised that they have five providers.

The question of advertisement for MV was mentioned and it was advised that there is nothing in the contract that they need to advertise themselves. The County has a limited amount of grants which may be used, and for continuity it was deemed in the best interest of the County to be in control of that matter in order to follow the FTA guidelines. Public transit needs to be branded as Martin County's Public Transit, to insure the public isn't confused as to whom the public transit system belongs. There was confusion in the past and the County is trying to circumvent that going forward. MV is only the current provider. Ms. Van Etten stated that the people at the recent public meeting spoke favorably of the Martin County Public Transit buses and their current wrappers.

C. MARTIN COUNTY TRANSPORTATION DISADVANTAGED (TD) PROGRAM COMPLAINT AND GRIEVANCE PROCEDURES

MEMO: temp12LCBTDa03.03

Ms. Beltran stated that this document is annually required by the TD Commission, to come before this Board for review and re-adoption. This year there is a change on page three of the Grievance Procedures. It has been learned that Ms. Cindy

Barnes, from the Florida Agency for Health Care Administration (FAHCA) will not be able to serve on this committee due to a conflict of interest. Staff has spoken to Suzanne Desposati, with the Florida Division of Vocational Services, who has agreed to be the third member of the Grievance Committee. There is a Citizen's Advocate position which is available. An application is being reviewed, however, since the procedures were coming before the Board today staff has asked Mr. John Haddox, who represents the Veterans Services and he has agreed for Veterans Services to be the fourth representative, instead of a Citizens Advocate. Ms. Van Etten asked if this would eliminate the Citizen's Advocate. Ms. Beltran stated that it would eliminate that position, but there is no one in that position at this time. Ms. Ianuzzi was the Citizen's Advocate. Ms. Beltran stated that the TD Commission only requires three positions on the Grievance Committee, so if the Board wishes to keep the position on until it is filled, that is fine. Ms. Beltran stated that there hasn't been a grievance in at least three years, but should there be a grievance we have enough people on the committee to handle the situation. Ms. Phyl Weaver stated that she feels having a citizen on the committee and the position should remain vacant until filled. Ms. Clarke asked if Ms. Desposati would be willing to take Ms. Barnes position on the committee, to which she advised she would. Ms. Clarke asked Ms. Barnes if the Statute says that an AHCA representative should be on the committee and is it her specific role that is in conflict. Ms. Barnes stated that she doesn't believe that an AHCA member is necessary on the Grievance Committee, only on the Board. This was confirmed by Ms. Beltran. The only requirement for the committee is that there are three Board members. Mr. Haddox stated that he will withdraw his request to volunteer for the Citizen's position.

Ms. Beltran stated that staff's recommendation would be that the Grievance Committee be comprised of the representatives from *1. Area Agency on Aging, 2. FDOT, 3. instead of FAHCA, it will be Florida Division of Vocational Services, 4. Citizen's Advocate and 5. Citizen over 60* removing the term "Disadvantaged". There was discussion regarding age as a disadvantage.

Ms. Van Etten asked a question regarding appeals, which she quickly clarified to be that the three member LCB Appeal Committee need only consist of one member from each of the following: the LCB Board, the MPO staff, and the CTC staff.

Ms. Clarke asked if there were any additional changes requested for the Grievance Procedures, or if it were limited to just the Grievance Committee members. Seeing no additions, a motion was entertained.

Mr. Warner Bols made a motion to accept staff's recommendation that the Grievance Committee be comprised of representatives from the *Area Agency on Aging, FDOT, the Florida Division of Vocational Services, a Citizen's Advocate, and a Citizen over 60.* Ms. Phyl Weaver gave a second to this matter. There were no questions. A roll call on the motion ensured:

LCB Member	Yeas	Nays
Eula Clarke	X	
John Haddox	X	
Werner Bols	X	
Suzanne Desposati	X	
Cindy Barnes	X	
Phyl Weaver	X	
Angela Van Etten	X	
Jayne Pietrowski	X	

The motion passed unanimously.

D. LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED (LCB-TD) BYLAWS
MEMO: temp12LCBTDa03.04

Ms. Beltran advised that the By-laws are required by the TD Commission to come before this Board annually for review and re-adoption. No changes have been made, so staff does recommend re-adoption of the By-laws.

Angela Van Etten made a motion to re-adopt the By-laws as per staff's recommendation. Mr. Warner Bols added a second to the motion. No questions were forthcoming. A roll call was requested by the chair

LCB Member	Yeas	Nays
Eula Clarke	X	
John Haddox	X	
Werner Bols	X	
Suzanne Desposati	X	
Cindy Barnes	X	
Phyl Weaver	X	
Angela Van Etten	X	
Jayne Pietrowski	X	

The motion to re-adopt the By-laws passed unanimously.

E. COMMUNITY TRANSPORTATION COORDINATOR (CTC) QUARTERLY PERFORMANCE REPORT
MEMO: temp12LCBTDa03.05

Ms. Lisa Sanders asked if the Board was satisfied with the monthly email which she is providing. Ms. Van Etten stated that they were informative.

Ms. Sanders is working with Mr. Boyd Lawrence from the School Board to make arrangements for the use of school buses in the event of an emergency to transport

senior citizens to safety. Mr. Bols asked who would head up this senior evacuation program for the County in the event of an emergency. Ms. Sanders said that she is working with Martin County Fire Rescue (MCFR), and they are putting together an emergency evacuation plan. She anticipates that MCFR will work with MTM as MTM has a provider agreement with a number of providers who could step in and assist with transportation. Ms. Van Etten stated that she attends a quarterly meeting, Emergency Preparedness on Disability, adding that it is a collaborative effort from many agencies and if someone from transportation would like to join, it would be welcomed. Ms. Sanders stated that she would like information on this meeting and Ms. Van Etten stated that she would provide it to her. Currently Ms. Sanders stated that she's working with Ms. Carolyn Dryburg, of Fire Rescue who is drafting a plan. Ms. Clarke requested with which transportation companies MTM has agreements. Ms. Sanders stated Wee Care, Mercy Transportation, A to Z Taxi, Palm Beach Medical Transportation (d/b/a Medi-wheels of Palm Beach County) and Broward Transportation Support. She advised that Ride Right is no longer a provider.

Ms. Sanders stated that Mr. Michael Audino from CUTR was at this Board meeting in December, working on initiatives with MTM like the Mileage Reimbursement Program, a Volunteer Program and the Voucher Program. She provided the Board with the new brochure which MTM is distributing explaining the Mileage Reimbursement Program, as well as advising the Board of the program's progress and the way it works. The cost which was decided on prior to the gas increases was .50 a mile, however, this may need to be reviewed at a later date should gas rates continue to increase. Ms. Sanders advised how to become a program member. It was asked why Ride Right left the area, and Ms. Sanders stated that it was an internal decision; however, the other providers are now being able to pick up the slack, since Medi-wheels is on board, as they will work on Saturdays and do long distant trips which had been an issue in the past. It was clarified that the contracts are strictly with MTM, and MTM's contract is with the State of Florida. Ms. Van Etten asked if the CTC still has a back up vehicle for when someone is stranded and MTM, as the CTC, can go get them? Ms. Sanders advised that MTM does have two vehicles that stay here. Ms. Van Etten inquired if someone was stranded, could MTM pick up the slack. Ms. Sanders said no. She advised that those two vehicles are used for rural area vehicles which are used for the Indiantown route. They are Shirley Conroy vehicles, and they will remain here to be used for Indiantown to Stuart Routes.

Ms. Sanders outlined a typical day as having a 24 hour call center. Normally the rider will know prior to getting off of the phone which provider will be handling the trip. If there isn't a provider that can handle the trip they then have three dates to locate a provider, and Lisa stated that she makes the calls herself to the providers, reaching out to see if she can get someone to provide that trip. Ms. Clarke inquired if MTM would direct them to Veteran's Services or would MTM take them. Ms. Sanders stated that MTM will take the trip, however, she does work closely with Mr. Haddox to see if there are trips that he can take.

Mr. Haddox asked about the ten percent increase of abandoned calls for December. Has it been addressed and/or corrected? Ms. Sanders stated that the corrections have been made. MTM was training call center representatives at that time, and they have implemented measures in an effort to retain personnel.

Ms. Clarke stated that she would like to have a copy of the list of the members' names and agency addresses.

Ms. Cindy Barnes made a motion to approve the CTC Quarterly Performance Report. This motion was seconded by Mr. Haddox. There were no additional questions.

LCB Member	Yeas	Nays
Eula Clarke	X	
John Haddox	X	
Werner Bols	X	
Suzanne Desposati	X	
Cindy Barnes	X	
Phyl Weaver	X	
Angela Van Etten	X	
Jayne Pietrowski	X	

The Motion was passed unanimously.

Ms. Sanders stated that the entire TD Conference was very successful. They had the opportunity to meet with the legislatures and discuss TD. Ms. Sanders has suggested that a few people should call the Legislators and thank them for the grant to put the million dollars into the TD Program this year, and making sure that the TD funding stays separate from the general revenue funds. Ms. Sanders stated that next year she will be coordinating with Palm Tran as they have rides available and she would like the LCB Board to participate in this as Palm Tran brought a lot of people to this conference. Ms. Sanders stated that she will forward emails which refer to the outcome of the Legislative data.

Ms. Van Etten asked if there was an issue with reconciling the Senate and the House budget line items. Having learned that it was true from Ms. Sanders, she stated that the Board should be active with the Legislative body as they listen and it's not a waste of time to contact them. Ms. Sanders stated that the phone numbers are there, so just call to speak to them. Ms. Pietrowski stated that being a State employee, it's hard to give that kind of input so the responsibility falls on the non-state employees, and many of the LCB members are State employees. Ms. Van Etten asked if the LCB Board could write a letter. Ms. Beltran stated that she will find out, and if a letter can be written, she will draft a letter stating that this Board is in support of the TD funding remaining separate from the State's General Fund. Ms. Van Etten stated that there is more in the emails which needs to be noted in the letter. Ms. Beltran

requested that a copy of the email be sent to her so she can see what the requests are and see if a letter could be written.

Ms. Van Etten made a motion subject to the MPO or their staff being authorized to submit a letter from the Transportation Disadvantaged Local Coordinating Board, to the State Legislature for the Martin County Delegates in the Senate and the House to support the version which favors the transportation disadvantaged.

Mr. Haddox asked that Ms. Van Etten amend the motion to include the local Delegation and to add the Chairs in both the House and Senate. Ms. Van Etten agreed to the amendment.

Ms. Van Etten amended her motion subject to the MPO or their staff being authorized to submit a letter from the Transportation Disadvantaged Local Coordinating Board, to send a letter to the State Legislature for the Martin County Delegates in the Senate and the House, as well as both Chairs in the House and the Senate to support the version which favors the transportation disadvantaged. This motion was seconded by Ms. Cindy Barnes. Ms. Pietrowski stated that Indian River's LCB sent two letters of support last year. Ms. Clarke called the question and there were no objections. The motion passed unanimously.

Ms. Beltran stated that she will speak to Mr. Phil Matson of Indian River MPO, and ask of the nature of the letters which were sent by them to the Legislature.

6. NOTES

Ms. Beltran stated that for the Board's information, every quarter the TD Quarterly Report is submitted to the TD Commission.

7. COMMENTS FROM BOARD MEMBERS

Ms. Clarke formally introduced herself and added that she wrote the first Transportation Disadvantage Plan for Martin County. She added that she had worked for Martin County as a Senior Planner, and a Transportation Planner for the MPO in the 1980s and early 1990s. Ms. Clarke advised that she is an attorney in Stuart, and is on the Stuart City Commission. She stated that she is honored to be the Chair person for this Board and if you need to contact her, you may do so through Ms. Beltran. Ms. Beltran reminded the Board that any issues or concerns by Board members must follow the Sunshine Law. Ms. Beltran stated that if you have any concerns you may contact me and I will get your concerns placed on the agenda for discussion.

Mr. Haddox stated that he would like to commend MV for the smooth transition in becoming the new public transit provider. He stated he would also like to commend staff for their efforts.

Ms. Van Etten asked Ms. Pietrowski about her analysis regarding a taxi voucher program. Ms. Pietrowski stated that she spoke to Ms. Beltran and it was determined to postpone this until the next meeting due to the amount of information which was going to be covered today. This matter will be handled at the next meeting. Ms. Beltran stated that we could not have a discussion regarding goals until the ADA Plan is able to be implemented. Depending on what transpires by June, this discussion may have to be postponed until August.

Ms. Van Etten stated that she works for the Coalition for Independent Living Options, and they are in process of submitting two grant application/requests for taxi vouchers, to help riders obtain rides on TD or the public transit.

A request was made that the meeting minutes from the ADA public hearing be sent to the LCB Board members.

8. COMMENTS FROM FDOT (None.)

9. COMMENTS FROM THE PUBLIC (None.)

10. COMMENTS FROM STAFF

Ms. Beltran stated that they had hoped to receive training for the TD Commission for this meeting but the Program Manager was not available, but he did state that staff would be able to come from the TD Commission for the June meeting.

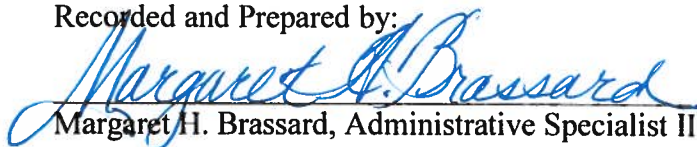
The CTC Evaluation is coming up in spring and two Board Members have volunteered. Ms. Weaver and Ms. McGovern have agreed to help with the surveys. Ms. Van Etten stated that she has volunteered for this evaluation for the past four years, she enjoys doing it and it will be difficult for Ms. McGovern to do provider evaluations because of transportation issues. She stated that she too would like to volunteer. Ms. Beltran stated that anyone who wishes to volunteer, please do so.

11. NEXT MEETING – June 4, 2012 (4th Floor Workshop, Administration Bldg.)

12. ADJOURN

A motion to adjourn was made by Mr. John Haddox and seconded by Ms. Phyl Weaver. There were no objections. The motion carried. The meeting was adjourned at 11:25 AM

Recorded and Prepared by:


Margaret H. Brassard, Administrative Specialist II


Date

Approved by:


Eula R. Clarke, Chair


Date