

**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
www.martinmpo.com

Monday, April 4, 2011 @ 10:00 A.M.

MINUTES

1. **CALL TO ORDER** – Chairman Michael Mortell called the meeting to order 10:11 A.M.
2. **ROLL CALL**

Michael Mortell, Chairman
Warner Bols
Suzanne Desposati
John Haddox
Melissa McInturff
Cindy Barnes
Krista McGovern
Jody Ianuzzi
Phyl Weaver
Angela Van Etten
Jayne Pietrowski

EXCUSED
None.

ABSENT
Dalia Dillon

STAFF IN ATTENDANCE
Beth Beltran, MPO Administrator
Claudette Mahan, Associate Planner
Michael Malham, Planner II
Margaret H. Brassard, Administrative Assistant II

OTHERS IN ATTENDANCE

Lisa Sanders, MTM
Diane Moore, Martin County
Barbara Timmerman, Community Coach
Valerie Barr, MTM, via phone

**Randall Baum, MTM, via phone
Floyd Webb, TD Commission, via phone
John Irvine, TD Commission via phone**

A quorum was present for this meeting.

3. APPROVE AGENDA

Prior to approval of the agenda, as there are people joining this meeting via the telephone, it has been requested that agenda item five C (5C) be moved to prior to agenda item five A (5A).

A motion to approve the agenda with the amendment to move agenda item five C (5C) prior to agenda item five A (5A) was made by Ms. Jayne Pietrowski. The motion was seconded by Ms. Cindy Barnes. There were no objections. The matter passed unanimously.

4. APPROVE MINUTES

A motion was made to approve the minutes of the March 7, 2011, regular meeting by Ms. Angela Van Etten. The motion was seconded by Mr. Warner Bols. There were no objections. The matter passed unanimously.

5. AGENDA ITEMS

A. TD VICE-CHAIR ELECTION

MEMO: temp11LCBTDa06.01

Ms. Beltran addressed the committee stating that each year the LCB-TD membership accepts nominations for Vice-Chair. Mr. Warner Bols is the current Vice-Chair. Mr. Bols added that it has been a pleasure being on this committee, however, he felt that it would be a good opportunity for someone new to enjoy this experience.

Ms. Krista McGovern made a motion to nominate Mr. John Haddox to take the position of Vice Chairman. There was a second on this motion by Mr. Bols. There was no opposition. The motion carried unanimously.

B. ADOPTION OF THE LCB-TD BYLAWS

MEMO: temp11LCBTDa06.02

Mr. Mortell advised the committee that according to the Local Coordinating Board-Transportation Disadvantaged (LCB-TD) Bylaws the LCB-TD committee must review and/or update their by-laws annually. At this time there have been no change recommendations.

A motion by Ms. Cindy Barnes was made to approve the standing By-laws. The motion was seconded by Ms. Weaver. There being no further discussion from the committee nor the public, the motion passed unanimously.

C. CTC EVALUATION STATUS REPORT FOLLOW-UP (RATES)

MEMO: temp11LCBTDa06.03

It was requested that the personnel on the telephone address themselves and whom they represent, to the committee:

Valerie Barr, MTM

Randall Baum, MTM

Floyd Webb, Staff to the TD Commission in Tallahassee

John Irvine, Staff to the TD Commission in Tallahassee.

Ms. Beth Beltran stated that this is a two part item. One is a new rate model for the 2012, and the second is the cost for the Transportation Disadvantaged (TD) trip. The Staff from the TD Commission have a prior engagement, so it was requested that they receive the floor first to address the new rate model. Mr. Floyd Webb indicated that there have been some questions in using the rate model tool. He gave a brief overview of the rate model. The rate model was developed six to eight years ago, and it was developed to show the fully allocated costs of the given system and to establish a uniform method for the pricing of services with the coordinated services. It's a pricing tool to provide in a uniform way to show CTC's how to price their services. The program must be used correctly or the information can be distorted. In this particular case, the prices were high a couple of years ago and the prices were supposed to go down accordingly last year, but that didn't happen. The new rate model shows the rates going down even further now. In fact, the fully allocated cost that's now showing is below last year's and this year's average and medium statewide costs per ambulatory and wheelchair passenger mile. A lot of the past confusion may have stemmed from the TD Commission in Tallahassee. Mr. Webb stated that he just learned today that the new rate model which he emailed to Martin County recently is from the wrong file. The new rates, which have been approved, no matter what the committee is currently looking at, are \$16.82 per ambulatory trip and \$28.84 per wheelchair trip. Mr. Webb asked the committee for their questions regarding the new rates. No questions were forthcoming. Ms. Beltran asked to clarify if the rates that were mentioned previously, going to be the rates which will be in the new contract beginning July 1, 2011 with MTM? Mr. Webb stated, "yes", and Ms. Sanders does have a copy of the correct rates. These new rates will be in the July 1, 2011 to July 1, 2012, contract which will be put together by Mr. Irvine. Ms. Beltran asked since the rates were going down, would that mean that more trips would be provided? Mr. Webb stated that she [Ms. Beltran] would have to confirm that with Ms. Sanders as Ms. Sanders would have to look at her projected trips and revenue projection. Ms. Sanders stated that MTM projected 24,000 trips this year. They performed 22,000 trips in 2010, so there is a slight increase in the number of trips. Mr. Webb stated that some confusion could be made using this rate tool. Without seeing the past couple of year's worth of invoices from the Commission for the Transportation Disadvantaged (CTD) which go to MTM, you would not see that MTM is providing more services than what the rates would normally buy. The rates were higher than they should have been because of the way the rate model is calibrated. The typical thing that Community Transportation Coordinator's (CTC's) will do is take the program revenue, buy more

trips, reinvest or even bill at a lower rate. Any number of ways can be used to level out the prices and services which is what happened with MTM. Mr. Webb stated that worries regarding the comparison between what the rate model says they are paying verses what the rates are that the CTC is paying their subs, is unable to be compared unless you see the invoices that are received by the TD Commission and how they are utilizing the excess funds that are being generated by the additional fees. The TD Commission is satisfied that there is more service being provided than what you would otherwise see by looking at the "per trip" figure. The new rates are much more in line with what will actually be getting paid through all of this balancing. Mr. Mortell stated that he saw no questions from the committee and moved forward to the second portion of this report.

Ms. Sanders offered a handout and she discussed the methodology of reporting the TD Trips verses the costs. (See copy in file-MTM 1) Ms. Beltran confirmed that the match funds provided by the County, are also included in the revenue total. Ms. Sanders stated that MTM has negotiated fair rates with their providers so more trips are able to be made. Ms. Krista McGovern inquired if these funds are elongating the length of time which MTM operates prior to exhausting their funds, and if the dialysis centers are beginning to assist by arranging for transportation for their patients. Ms. Sanders stated that due to the dialysis trips, they continue to run out of funds very early in the month, and MTM is still working with the dialysis centers to help out. Ms. Sanders stated that some providers make out-of-county trips, so they have a base price plus they are paid per mile. It depends on the individual trip as they are all paid differently. The price will vary depending upon the individual provider's actual negotiated price at the beginning of the contract. Mr. Mortell clarified the question presented to Ms. Sanders to be simply, what is the cost of a TD trip? Ms. Sanders stated that the costs of one TD trip would be \$19.64. It was established that MTM costs are \$16,026 per month to provide the TD-trips, and they generate \$16,804, not including the additional monthly County matching funds of ten percent (10%). The match total equals \$1,600 per month. Ms. McGovern inquired as to the difference between wheelchair and the ambulatory rates. Ms. Sanders stipulated that the Wheelchair rates are higher than the ambulatory rates. Mr. Mortell inquired if there was a steady rate year round or a higher rate during the season. It was noted that there is a steady rate throughout the year. Ms. Van Etten inquired if the denial of trips played a role in maintaining the steady rate. Mr. Mortell clarified that MTM is paid for 600 trips; if they are providing 800 trips and the trips dropped down to 610 trips in July, though it is a substantial swing, in reality, it wouldn't matter as MTM is only being paid for 600 trips anyway. The need still exceeds the amount of trips supplied.

Ms. Cindy Barnes stated that a few months ago, the rates were very high and it seemed that MTM was keeping the difference between the amount that they were being paid and the amount that they were paying to the providers. It appears that the rates have dropped substantially, and that was the main issue. Ms. Sanders stated that more trips are actually being provided, and MTM is not keeping the difference. MTM is only getting \$20.59 for the trips they provide, even though there is a higher rate listed in the contract, the rate model is just used to establish a rate, but that's not the rate that the CTC normally bills. MTM can provide more services if the revenue

is there or they can provide the services at that price. Mr. Mortell interjected that Ms. Barnes was in agreement with Ms. Sanders and stated that the committee has a much better understanding of what is actually occurring.

Ms. Van Etten stated that since the CTD was getting the invoices, it is easy to see why this committee was unaware that MTM was putting the funds back into the system and providing more rides. Ms. Sanders stated that MTM would be able to provide this committee with documentation evidencing the additional funds being returned to and used by the system, so that they can see it in the future. It was agreed that this documentation would be included in future monthly agendas.

Ms. Weaver questioned the note at the bottom of MTM's handout, stating that MTM was operating at a loss of \$5,000 per month. Mr. Sanders responded by saying the TD trips were operating at a loss, however they were making it up on the Medicaid side.

Ms. Beltran inquired if the provider rates were adjusted annually. Ms. Sanders stated that the provider rates remained established at the current rate until the provider comes to MTM requesting a rate increase.

Ms. Sanders read to the committee a letter from We Care [one of the providers] stating that they appreciated the working relationship with MTM. We Care expressed their appreciation to the fairness of MTM's rates with the increase of fuel costs, addressed their increased morning hours to better assist the dialysis patients, and advised that at this time, they cannot transport patients to and from Indiantown. (See file copy MTM 3)

Mr. Bols asked Ms. Sanders if the current contract with the providers had a provision to adjust for fuel costs. Ms. Sanders indicated that there were no fuel cost adjustment provisions.

Mr. Mortell requested a motion to accept the report as presented by MTM. A motion was made by Ms. Phyl Weaver with a second by John Haddox. There were no objections. The motion passed unanimously.

The telephone attendees exited.

D. JARC/NF GRANT UPDATE

MEMO: temp11LCBTDa06.04

Ms. Beltran updated the committee that FDOT designated St. Lucie County as the designated recipient of the FTA Job Access and Reverse Commute (JARC) and New Freedom Funds. The selection committee for the JARC-New Freedom call for projects was comprised of Mr. John Haddox, the representative from the Martin LCB-TD committee; Mr. Don Donaldson, Martin County; Ms. Beth Beltran, Martin MPO; their Counterparts from St. Lucie County; and a business representative from the Treasure Coast Mall. There were two applicants for the JARC funds. The Arc of St. Lucie, Inc. received the most points so they received the JARC Contract. New Freedom had three applicants. Two of the applicants were deemed non-responsive.

The Council on Aging applied for \$96,000 of the \$136,000 which was available. The one pending issue per this contract was a coordinated agreement between the Council on Aging and MTM. The MPO was in receipt of a copy of a letter which was sent by MTM to the Council on Aging stating that MTM was not approving the coordination agreement. MTM felt that a coordination agreement would not be in the best interest of MTM and the County because this project would not remove any individuals from the TD or Medicaid system. There currently is a TD population of 67,000 in Martin County. (This number is in the current Annual Operating Report (AOR) which was released by the CTD. This number is comprised of elderly, disabled, low-income and anyone who has a child at-risk.) This project will not remove any of these individuals from MTM's services. Mr. Mortell asked Ms. Sanders for an example of what would remove a 74 year old person that qualifies. Ms. Sanders stated that dialysis would be an example. That is a service that will take people from the TD system which will allow more services to be provided to the TD community. The services that the COA is proposing are already being provided, and it has nothing to do with MTM. Even in the project description, there is no mention of coordinating with the CTC to see if there are some individuals with the CTC that could possibly benefit from that service.

Mr. Haddox stated that it would seem that having a contract would be a requirement for anyone who is providing transportation. Mr. Haddox asked if the Council on Aging has an existing contract. Ms. Sanders stated there is no contract between the Council on Aging and MTM and that the Council on Aging has refused to sign the contract with MTM. Mr. Haddox stated that the selection committee decided that this particular application did meet the grant requirements and now it appears that MTM has over-ruled the committee. Ms. Sanders stated that normally when a provider is interested in applying for a grant, the provider will normally meet with the CTC prior to applying. MTM has a coordinated contract with the ARC of Martin County; they actually transport their own passengers, but they met with MTM to apply for the 5310 vehicles grant. MTM sat with ARC and together they comprised a comprehensive grant which showed that they have coordinated with the CTC and they are benefiting the CTC by removing trips from the TD system. This coordination was not attempted by the Council on Aging and it was never mentioned in the project description.

Mr. Mortell stated that we should hear the response from the Council on Aging prior to moving forward with this matter. Mr. Mortell recommends hearing the response from the Council on Aging and directs the two parties, the Council on Aging and MTM, to get together and work this out. If no decision is reached, then Ms. Beltran will have to place this matter as an agenda item for a future MPO Board meeting and the MPO Board will work this out in a televised meeting. Mr. Mortell requested a response from the Council on Aging.

Ms. Barbara Timmerman, from Community Coach and the Council on Aging, read into the record, the Community Coach/Council on Aging response to correspondence dated March 22, 2011, from MTM, the current CTC. In this response, Ms. Timmerman requested a meaningful period of time in which to respond to the representations contained in the letter from MTM. Ms. Timmerman

also affirmed complete compliance by Community Coach with its agreements between local, state and federal governmental agencies. She stated that the Council on Aging strongly disagrees with allocations made and conclusions drawn by their competitor, MTM, and will respond timely. (See Community Coach Letter in file.)

A motion was made by Ms. Van Etten to allow the Council on Aging time to respond to MTM's March 22, 2011 correspondence. Chairman Mortell stated that Ms. Beltran will place this matter on the June Agenda for the Metropolitan Planning Organization Board. There will be a meeting of the LCB prior to the MPO June meeting. In the event that this matter is resolved the agenda item will be removed from the agenda of the MPO Board. If the parties have not amicably resolved this situation and have not entered into a coordination agreement by the June MPO meeting, then the MPO Board, in a televised broadcast, will make the necessary determination to effectively eliminate this stalemate. **This motion was seconded by Ms. Jody Ianuzzi. There were no additional comments or objections. The matter passed unanimously.**

Ms. Sanders confirmed that there was a signed operator's agreement between COA and MTM but not a coordination agreement. Ms. Beltran was puzzled as to why the letter stated that there needs to be an operating agreement to have a coordination agreement.

Ms. Van Etten stated that the LCB Board did have the benefit of the County's Assistant Attorney, Ms. Sarah Woods, at the time the provider contract was being discussed. Ms. Woods did indicate that it would be a reasonable business decision for a provider to choose not to sign. Ms. Van Etten stated that it was way more complicated than what was represented in this letter from MTM. Chairman Mortell interjected that as a Board, it is not the job of the Board to represent MTM or the Council on Aging, so the parties will need to work this out between themselves.

Ms. Van Etten expressed her disappointment to the letter from MTM.

E. TD WORKING GROUP UPDATE

MEMO: temp11LCBTDa06.05

Ms. Beltran noted that the TD Working Group did meet since the last meeting and Ms. Claudette Mahan was introduced to address the results of the meeting. Ms. Mahan stated that the group met on March 21, 2011, and they discussed the Service Development Grant that FDOT had offered in the amount of \$150,000. This grant does require a match and the group has been looking to find a match to provide this service. It would be beneficial in the long run as it would help in transitioning the Treasure Coast Kidney Center off of the TD funds. No match has been located to date, including the Treasure Coast Kidney Center. Ms. Jayne Pietrowski, of FDOT, is working on a proposal which may be 100% funded, however, it needs to be approved by Tallahassee, and at this point in time, Tallahassee is not approving a lot.

The Voucher program is another issue which was discussed and Ms. Sanders is working on that program. Ms. Sanders contacted five different local cab companies

of which three would be interested in providing service for this program. She contacted the CTD regarding liability and learned that if the cab didn't have the proper insurance, the member would ultimately be responsible for his or her own liability. Mr. Mortell asked how the voucher program would reduce the number of trips. He was under the impression that the program was using the same funding as the trips. Ms. Pietrowski stated that the prototypes which the Working Group has studied, offered the vouchers with a dollar value of approximately ten dollars. The riders wanting to use vouchers were willing to make up any difference should there be a difference.

Ms. Pietrowski and Mr. Malham were doing an analysis to see the actual distance of rides of the TD people. A GIS analysis was also completed to track the distance of the rides. It's preliminary but 20% of the TD rides are within 3 miles. 20% of the rides are low miles. Depending on the riders' condition and willingness to try out the program, it was learned that cab companies would be willing to participate if there was a program of ten to twelve dollar vouchers for people who are only going two maybe three miles. It's a deal for both parties. The voucher could also be given to an individual of the rider's choice [a volunteer i.e. friend, neighbor] as the rider is releasing MTM from liability and assuming the responsibility for the liability themselves by signing the waiver. This method is still being studied. When a person volunteers they could run into issues with their own car insurance, as this could be viewed as a commercial ride. Other volunteer programs have gotten around this, and the Working Group is still looking into this as an option. Some agencies run this type of situation through a non-profit organization and the non-profit organizations have an umbrella policy which can cover the liability. It was noted, however, if you are receiving remuneration, you are not acting under the Good Samaritan law as a volunteer, and that too can cause issue. More areas are being researched by the TD Working Group and will keep the committee posted. Ms. Sanders is also in touch with the TD Commission, and they are providing her with sample contracts so that she can determine if there are other CTC's in Florida that are providing vouchers and what methods and directions they are taking. She hopes to have more information by the June meeting.

It was mentioned that American Cancer has a volunteer program, so the Working Group may want to check with them to see how they are working with this situation.

The Chairman praised the efforts expended by the Working Group and the members advised him that they did plan to continue to work on this project as it has been beneficial.

Ms. Sanders mentioned that another item the Working Group was researching was the carpooling program. The TD Working Group has looked into carpooling, working with South Florida Community Services. The Treasure Coast Kidney Center has agreed to start working with some of the individuals at the Kidney Center to see if some potential carpools could be established. MTM has provided the Treasure Coast Kidney Center with flyers and applications, and the Social Worker has indicated that she will meet with each of the kidney patients to identify if they could be participants in the two potential carpools which MTM is in hopes to

establish. Ms. Sanders will give this committee an update on this matter at the June meeting. Ms. McGovern inquired if the Treasure Coast Kidney Center would consider getting a bus to transport their patients. Chairman Mortell stated that any company in a for-profit business, is not going to do anything until the situation changes and the company identifies the need to make a change in order to maintain or improve their current standings. They will not seek solutions to the problem until the problem exists and affects them. This could be a life threatening problem for the patients, so Martin County cannot just eliminate the rides immediately.

Ms. Timmerman stated that the Council on Aging is moving to their new facility at the Kane Center. They are trying to be creative to help solve the Kidney Center issue.

F. ANNUAL CTC EVALUATION-SUBCOMMITTEE

MEMO: temp11LCBTDa06.06

Ms. Beltran stated that this is the time of the year when the CTC evaluation takes place, and staff is requesting volunteers from this committee to be a part of the evaluation. Ms. Van Etten and Ms. Bryan were extremely helpful in this event last year. Ms. Van Etten stated that she would volunteer again this year, Ms. Weaver volunteered, as did Ms. McGovern and Ms. Ianuzzi. Ms. McGovern and Ms. Ianuzzi both indicated that they would volunteer, provided they could receive a ride to the location. Staff was happy to have received four volunteers. Ms. Van Etten commented that in previous years there have been people who volunteered yet canceled at the eleventh hour leaving her to work solo. She has requested that anyone who volunteers to do this evaluation to please show up as this is a massive undertaking. Some surveys of riders can be done by telephone and could be well suited for one with a transportation issue. The questions come from the CTD and talking to the riders can be a pleasant experience. Ms. Sanders did add that MTM would help in any way that they could, stating that if the volunteers needed rides to the location, MTM could pick them up. Ms. Beltran stated that the volunteers would be contacted at a later time by staff to get this organized.

6. NOTED ITEMS

- TD Conference Update

Ms. Beltran referred the committee to a notice in their agenda package for the TD conference being held in August. This notification is the 19th Annual Transportation Disadvantaged Best Practices and Training Workshop, which will be held on August 9-10, 2011 in Daytona Beach, Florida. Two of the MPO staff will be attending this event and they would like to have an LCB member to also attend. Ms. Van Etten stated that she attended in 2010 and it was a great experience. She would like another member to have the opportunity to enjoy this experience. It was noted that the MPO did pay for the LCB member last year. The staff hopes that a decision to volunteer will have been made by an LCB member by the June meeting.

7. COMMENTS FROM BOARD MEMBERS

None.

8. COMMENTS FROM FDOT

None.

9. COMMENTS FROM THE PUBLIC

None.

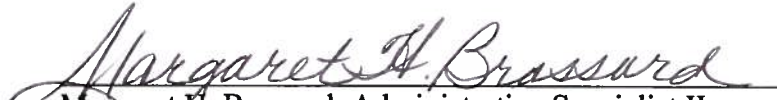
10. NEXT MEETING


The next meeting will be held on June 6, 2011 in the **4th Floor Workshop Room** of the County Administration Building.

11. ADJOURN

A motion to adjourn was made by Mr. John Haddox and seconded by Ms. Weaver. There was no additional discussion or comments. The meeting was adjourned at 11:15 AM.

Recorded and Prepared by:


Margaret H. Brassard, Administrative Specialist II


Date

Approved by:


Michael Mortell LCB/TD Chairman


Date