

**MARTIN METROPOLITAN PLANNING ORGANIZATION
LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED
(LCB-TD)**

Martin County Administrative Building Commission Chambers
2401 SE Monterey Road
Stuart, FL 34996
www.martinmpo.com
(772) 221-1498

Monday, March 1, 2021 at 10:00 A.M.
MINUTES

1. CALL TO ORDER – The Local Coordinating Board for the Transportation Disadvantaged (LCB-TD) Regular Meeting of March 1, 2021 was called to order at 10:03 A.M. by Mr. Merritt Matheson, Chair.

2. ROLL CALL

Members in Attendance:

Merritt Matheson, Chair
Phyl Weaver, Vice Chair, Representative for Persons over 60
Danielle Jones, Representative for Department of Education
Gayle McArdle, Representative for Persons with Disabilities
Mary Jo Pirone, Citizen's Advocate/Rider Rep
Dalia Dillon, Department of Elder Affairs
Michelle Miller, Representative for the Economically Disadvantaged (FACA)
Marie Dorismond, Florida Department of Transportation

Excused Members:

Michael Northcut, Florida Department of Veteran's Affairs
Kim Thorne, Representing Public Education Community
Monique Coleman, Representative for Children At-Risk
Milory Senate, Agency for Persons with Disabilities

Members Not In Attendance:

Shelly Batton, CareerSource Research Coast

Staff in Attendance:

Beth Beltran, MPO Administrator
Ricardo Vazquez, Senior Planner
Joy Puerta, Planner (virtual)
Florence Allen, Administrative Specialist III

Others in Attendance:

Chris Stephenson, Senior Resource Association
Bob Driscoll, St. Lucie Council on Aging
Dana Elharintarayan, PIN

John Irvine, Commission for Transportation Disadvantaged (CTD) (virtual)

A quorum was present for the meeting.

3. APPROVE AGENDA

A motion was made by Vice-Chair Phyl Weaver to approve the August 31, 2020 LCB-TD Regular Meeting Agenda. A second was provided by Ms. Dalia Dillion. The motion passed unanimously.

4. APPROVE MINUTES

A motion was made by Vice-Chair Phyl Weaver to approve the August 31, 2020 LCB-TD Public Hearing Minutes and the August 31, 2020 LCB-TD Regular Meeting Minutes. A second was provided by Ms. Marie Dorismond. The motion passed unanimously.

5. COMMENTS FROM THE PUBLIC – None

Ricardo Vazquez recognized John Irvine, Project Manager, Commission for Transportation Disadvantaged.

6. AGENDA ITEMS

A. ELECTION OF VICE-CHAIR

A motion was made by Ms. Dalia Dillion to reappoint Ms. Phyl Weaver as Vice-Chair to the LCB-TD. A second was provided by Ms. Mary Jo Pirone. The motion passed unanimously.

B. QUARTERLY PERFORMANCE REPORT

Chris Stephenson with Senior Resource Association (SRA) provided the Community Transportation Coordinator (CTC) Quarterly Performance Report for the period covering July 1, 2020 through January 31, 2021 to include the number of trips taken, locations and the CTC COVID-19 impact and steps taken to ensure the safety of riders. Mr. Stephenson informed the committee that a second dialysis center has opened in Martin County. Due to COVID-19, 92% of funds are being used for trips instead of the usual 100% and dialysis funds as consistent. SRA has increased marketing for the Martin Community Coach. The Treasure Coast Developmental Mobility Advantage Ride pilot program began October 1st. The program serves Indian River, Martin, St. Lucie and Okeechobee. The Indiantown shuttle began on April 4th, 2020 and is operated by A Martin Transportation

Services every Saturday. He thanked Marie Dorismond from FDOT for assisting with getting the grant funds for that program.

There was discussion on where the second dialysis center was located, the number of valued complaints, no shows, increased wait times on the telephone for service, riders who take dialysis trips not being able to ride with friends and whether that was due to cost and will there be an option to add a preference of who riders would like to take trips with, whether there would be a reason an application would be denied, and if denied does SRA refer the applicant to another agency. Mr. Stephenson informed the committee that the second location is on Grouper on the northside of the Roosevelt Bridge. He will bring the information regarding the complaints back to the next meeting, and with regards to no-shows, vendors and SRA reach out with reminders. There has been an increase in no-shows because of COVID. SRA is billed according to the number of trips, riders were split up to comply with social distancing and there is no cost factor. Riders will also be able to add a preference on their accounts. Applicants may be denied because the required information is not submitted. CTC and the State has requirements that must be met before an application can be approved. SRA does refer the applicant and provide resources for the Martin County ADA transit service.

A motion was made by Ms. Phyl Weaver to approve the Quarterly Performance Report. A second was provided by Ms. Dalia Dillion. The motion passed unanimously.

C. ANNUAL OPERATING REPORT (AOR)

Chris Stephenson presented the Annual Operating Report (AOR). The report shows all the numbers for the entire Transportation Coordinating system that gives a summary of locations and the estimated number of trips (Operating Subsidy or Capital) for the period of July 1, 2019 to June 30, 2020. He discussed the coordination agreement and their process. When non-profit organizations apply for the grant, they must provide their AOR to SRA and the agency must agree that if there is a hurricane, vehicles can be used for evacuation. Chris Stephenson clarified that the numbers were different because of COVID, and the transportation provided by Gulf Stream Goodwill ended. There was discussion on the report, eligibility criteria and other resources.

A motion was made by Ms. Marie Dorismond to approve the Annual Operating Report. A second was provided by Ms. Mary Jo Pirone. The motion passed unanimously.

D. COMMUNITY TRANSPORTATION COORDINATOR (CTC) COORDINATION CONTRACTS

Chris Stephenson presented the Community Transportation Coordinator (CTC). Coordinating Contracts go before the board annually. There are currently five

Coordinating Contracts signed on with four different entities; Helping People Succeed, the Kane Center, the ARC of Martin County, imoveu inc., and Mona's Transportation. These entities currently have contracts with the Senior Resource Association (SRA), and they are required to report all data to the CTC. The CTC is responsible for reporting that information in the Annual Operating Report (AOR). These contracts are up for board approval again.

A motion was made by Ms. Phyl Weaver to approve the Community Transportation Coordinator (CTC) Coordinating Contracts. A second was provided by Ms. Marie Dorismond. The motion passed unanimously.

E. TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)

Ricardo Vazquez presented the Transportation Disadvantaged Service Plan (TDSP). The TDSP is the document in the County that outlines how the CTC program would work in the County. The LCB-TD provides input on the TDSP and sets guidelines. The plan has two parts, the Development Plan which explains the overview of the County and the Service Plan which outlines when calls can be made to schedule trips and policies and procedures. When CTD signs a new Memorandum of Agreement (MOA) with the CTC the planning agency is required to develop a TDSP within 120 days and submit to the CTD. Since SRA had the MOA signed in January the new TDSP was developed and must be approved by the LCB-TD. The TDSP must be approved every 5 years. There was discussion regarding medical trips for vaccinations and methods to get the information out to riders. Chris Stephenson explained that SRA has been communicating with the health departments and riders are being taken to get vaccinations and they are not being billed. The committee thought that the information on the number of riders taken for vaccinations could be included for future reporting.

A motion to approve the Transportation Disadvantaged Service Plan (TDSP) was made. The motion passed unanimously.

Roll call vote:

**Chair, Merritt Matheson-Aye
Vice Chair, Phyl Weaver-Aye
Danielle Jones-Aye
Gayle McArdle-Aye
Mary Jo Pirone-Aye
Dalia Dillion-Aye
Michelle Miller-Aye
Marie Dorismond-Aye**

7. NOTES

- Transportation Disadvantaged Planning Grant Progress Report

- Senior Resource Association (SRA) – 2020 Florida Public Transit Association (FPTA) Bus Safety and Security Excellence Award

8. COMMENTS FROM BOARD MEMBERS

Gayle McArdle congratulated SRA on the award and thanked them for their services.

Chair Merritt Matheson concurred and mentioned that the program is meant to serve the riders and SRA shows that in the reports.

John Irvine thanked SRA and gave kudos to everyone.

9. COMMENTS FROM FDOT

Marie Dorismond thanked the CTC for their accomplishments and the Indiantown Route. She also thanked Chris Stephenson and SRA and she thanked Human Service Agencies for a job well done during COVID.

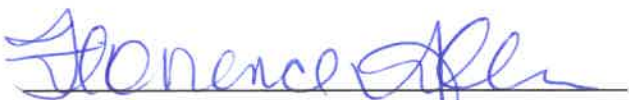
10. NEXT MEETING

- June 7, 2021 (4th Floor Workshop, Administration Bldg.)

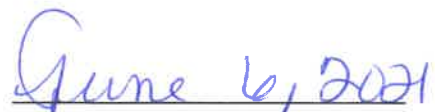
11. ADJOURN

Seeing no other business items remaining on the Agenda and no additional comments, the Chair adjourned the meeting at 11:09 AM. RONR (10th ed.), p.233, c.(9).

Prepared by:



 Florence Allen, Administrative Specialist III




 Date

Approved by:



 Merritt Matheson, Chair



 Date

Persons with questions or concerns about nondiscrimination, or who require special accommodations under the American with Disabilities Act or language translation services (free of charge) should contact Ricardo Vazquez, Associate Planner (Title VI/Non-discrimination Contact) at (772) 223-7983 or rvazquez@martin.fl.us. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.