



Florida Commission for the Transportation Disadvantaged

CTD Business Meeting
July 17, 2024



Please Stand for the Pledge of Allegiance

Meeting Rules

- This is a **public** meeting under Florida's Government in the Sunshine Act.
- This meeting is being recorded.
- All audio and phone lines are muted.
- Speakers that submitted a public comment form will be selected first.
- Webinar participants must unmute their line when called on by the chair (press *6 if by phone).
- Public comments are limited to 5 minutes. Please state your name, organization, and county of residence.



Public Comments

Speakers will be called on in the order requests are received.

Comments are limited to agenda items only.

All speakers are limited to five minutes per public comment.



Approval of Minutes

The Commission convened its business meeting at the Busch Gardens Embassy Suites in Tampa, FL, on June 3, 2024.

The minutes from the meeting are included within the July 17th CTD Business Meeting Packet.



Shirley Conroy Grant FY 2024-25

Each year, FDOT transfers \$1.4M for the CTD to award competitive grants to CTCs for the purchase of capital equipment.

CTD released applications on March 15, with a deadline to submit on May 31, 2024:

- Twenty applications were received, requesting a total of \$2.6M.

- Technology related requests included: 4 for scheduling software; 2 for cameras/video recording software; 1 for computers

- 1 for maintenance equipment and

- 14 requests were for purchase of vehicles.

CTD met with FDOT on June 27 to review applications and prepare recommendations.

CTD prioritized technology requests to promote efficiencies and safety. Vehicle recs based on age, mileage and status of FDOT grants.

Recommended Projects for Approval for FY 2024-25

Technology and Other Equipment Purchases	Vehicle Purchases
Baker – Maintenance Shop Equip – \$3,360	Gadsden – One Cutaway – \$137,077
Bay – Software Enhancements – \$57,643	Jackson – One Minivan - \$67,640
Columbia/Hamilton/Suwannee – Computers – \$24,526	Jefferson – One Cutaway - \$137,077
Holmes/Wash – Camera/Video Recording Sys – \$56,860	Madison – One Cutaway - \$137,077
Lake – Scheduling Software - \$133,505	Taylor – One Cutaway – \$137,077
St. Lucie – Scheduling Software - \$225,000	Walton – One Cutaway - \$128,184
Wakulla – Software – \$37,926	
Walton – Camera/Video Recording Sys - \$53,198	
TOTAL	\$1,336,150

Recommend remaining balance (\$63,850) be reserved for price adjustments for vehicle purchases (if needed)

AOR Study Report



Background

CTD is required to “compile all available information on the transportation operations for and needs of the transportation disadvantaged [TD] in the state” (s. 427.013(1), F.S.)

Community Transportation Coordinators (CTCs) provide this information in their Annual Operating Report (AOR) to CTD on September 15 each year.

AOR data are collected in an aggregated (summarized) format and includes total trips provided during the previous state fiscal year (July 1 – June 30).

CTD compiles the AOR data within its Annual Performance Report, which is submitted to the Governor and Legislature on January 1 each year, pursuant to s. 427.013(13), F.S.

For two years, CTD contracted with Thomas Howell Ferguson (THF) to conduct a study toward improving the accuracy and analyses of AOR data.

In September 2023, THF presented its first report, and the Commission approved a recommendation to test the feasibility of collecting more disaggregated (detailed) data on trips, miles and bus passes in the AOR.

In 2024, THF created a prototype website and approximately ten CTCs participated in testing the submission of their disaggregated data. THF submitted its second report in June 2024.



Recommendations

CTD still needs to complete a comprehensive review of its legal options and authorities, as recommended and approved in September 2023:

- Chapter 427 is silent on specific data that can be collected by CTD.
- However, there may be other federal/state laws (e.g., HIPAA) that need examination as part of the collection of personal identifiable data.

CTD also may need additional funding and resources to store a larger volume of data within its Data Collection System.

With these considerations, the Commission should work to fully transition toward collecting disaggregated data (on individual trips and bus passes) as part of the AOR, beginning July 1, 2025 (FY 2025-26).

Executive Director Report



Update on Innovative Service Development (ISD) Grant Projects: Final Award Amounts

Project Recipient – Project Type	Project Service Area	Requested Amount (90%)	Final Awarded Amount*
Bay BOCC – On-Demand Project	Bay	\$211,500	\$179,438
MTM Transit – On-Demand Project	Highlands	\$140,485	\$129,650
SRA – Advantage Ride Project	Indian River, St. Lucie	\$1,350,000	\$1,225,238
StarMetro – On-Demand Project	Leon	\$166,950	\$135,627
SRA – New App/Scheduling	Martin	\$675,000	\$347,738
GC/C – Expanded Trips to Miami	Monroe	\$89,410	\$81,766
PSTA – Regional Project	Hillsborough, Pinellas, Pasco	\$518,040	\$455,684
WSCC – i-Enable Project	Wakulla, Leon	\$579,488	\$444,854

*Final amounts include \$81,909 (originally recommended for Lake County) divided across the 8 projects approved on June 3, 2024

Update on SB 1380: New Requirements for Paratransit Services (ss. 427.02 and 427.021, FS)

Defines “transportation service provider” as an entity that contracts with a local government to provide paratransit services for persons with disabilities. This may include:

- Transportation operators that contract with a CTC-local government entity, such as a Board of County Commissioners, to provide paratransit services to TD riders (eligible based on their disability); and/or
- Transportation providers that contract with a fixed route system, which is administered by a local government, to provide ADA complementary paratransit services to eligible persons with disabilities.

Requires transportation service provider drivers to undergo training that meet minimum requirements established by the Agency for Persons with Disabilities (APD), effective on or after October 1, 2024.

Requires CTD to establish model procedures for transportation service providers to receive and investigate reports related to adverse incidents, which must include:

- A periodic review of ongoing investigations and documentation of final outcomes thereof.
- The investigation must commence within 48 hours after receipt of the report.
- Local governments/transportation service providers must submit quarterly reports to the Commission.

Upcoming Events and Activities

New Board Member Orientation – August 7, 2024, 1:00pm – Tallahassee, FL

CTD/Florida Public Transportation Association Annual Conference – September 22-24, 2024 – West Palm Beach, FL

Commission Business Meeting – September 25, 2024, 10:00am – West Palm Beach, FL

Implementation Deadline for New Contract Requirements (SB 1380) – October 1, 2024

Commission Business Meeting – December 11, 2024 – Location and Time To Be Determined

Deadline to Present CTD Annual Performance Report – January 1, 2025



Commissioner Reports



Public Comments and Closing Remarks