

COMMISSION FOR THE TRANSPORTATION DISADVANTAGED



Business Meeting Agenda August 26, 2020 1:00 PM until 3:00 PM

*Marion Hart, Chairman
Dr. Phillip Stevens, Vice-Chairman
Renee Knight, Commissioner
Christinne Rudd, Commissioner
Dr. Robin Tellez, Commissioner
Mike Willingham, Commissioner*

GoToMeeting Webinar:

<https://www.gotomeet.me/THFMarketingTeam/fctd-update--workshop>

**Alternative Conference Call-In Number:
888-585-9008; Conference Code: 837-653-349**

Item #	Agenda Item	Speaker(s)
I.	Call to Order	Chairman Marion Hart
II.	Pledge of Allegiance	Chairman Marion Hart
III.	Introduction of Commissioners and Advisors	Commissioners and Advisors
IV.	Public Comments (Comments limited to the current agenda items)	Public
Action Items		
V.	Approval of Minutes: <ul style="list-style-type: none">February 10, 2020June 8, 2020 Teleconference	Chairman Marion Hart
VI.	Fiscal Year 2020-21 Innovation and Service Development Grant Recommendations (Second Round Applications)	Commissioner Renee Knight
VII.	Review and Approval of FY 2020-2021 Annual Regulatory Plan	Rachelle Munson, CTD General Counsel
VIII.	Notice of Development of Rulemaking: 41-2.014, F.A.C.	Rachelle Munson, CTD General Counsel
IX.	Trip & Equipment Grant Funding Allocation Study: <ul style="list-style-type: none">Presentation of Study ReportSummary of Stakeholder FeedbackRecommended Changes to Allocation Methodology in Rule 41-2.014(5), FAC	Commissioner Phil Stevens David Darm Casey Perkins, Thomas, Howell, Ferguson

Information Items

X.	Executive Director Report	David Darm
XI.	Commissioner and Advisor Reports	Commissioners and Advisors
XII.	Public Comments	Public
XIII.	Commissioner and Advisor Closing Comments	Commissioners and Advisors
XIV.	Adjournment	Chairman Hart

Next Meeting: October 19, 2020

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes. This meeting will be recorded and a summary of the discussion will be published at a future date.

Members of the public interested in speaking during the "Public Comments" segments are encouraged to complete the attached public comment card and return to David Darm prior to the meeting date at: David.Darm@dot.state.fl.us. The chairman will call on each speaker in the order public comment cards are received. Public comments are limited to five (5) minutes per speaker.

In accordance with the Americans with Disabilities Act (ADA), and Chapter 286.26, Florida Statutes, persons in need of special accommodation to participate in the meeting (including an agenda) shall email David Darm or contact our office listed below, at least 48 hours before the meeting:

Commission for the Transportation Disadvantaged
605 Suwannee Street, MS-49
Tallahassee, FL 32399-0450
(850) 410-5703 or (800) 983-2435
(850) 410-5708 (TDD/TTY).

This meeting is subject to change upon the chairman's request.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: August 26, 2020

AGENDA ITEM:

V. Approval of Minutes – February 10 and June 8, 2020

BACKGROUND INFORMATION:

The Commission met in Tallahassee on February 10, 2020 and via telephone conference on June 8, 2020 to hold its quarterly business meetings.

ATTACHMENTS:

- Minutes of the February 10, 2020 Commission Business Meeting
- Minutes of the June 8, 2020 Commission Business Meeting

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Approve Minutes from both February 10 and June 8, 2020 Commission Business Meetings.

ACTION TAKEN AT MEETING:

MEETING SUMMARY

Commission for the Transportation Disadvantaged Commission Business Meeting

Florida Department of Transportation
Burns Building Auditorium
605 Suwannee Street
Tallahassee, Florida 32399

February 10, 2020
2:00 PM

<i>Commissioners Present</i>	<i>Commissioners Absent</i>
Chairman Marion Hart	
Vice-Chairman Dr. Phillip Stevens	
Renee Knight	
Christinne Rudd	
Dr. Robin Tellez	
Mike Willingham (via Teleconference)	

<i>Advisors Present</i>	<i>Advisors Absent</i>
Liz Stutts, FDOT	Erica Floyd-Thomas, AHCA
Kent Carroll, APD	Dennis Latta, FDVA
	Krysta Carter, DOEA
	Diane Harris, DCF

Others Present

David Darm, Karen Somerset, Lisa Stone, Sheri Powers, John Irvine, Kyle Mills, Elmer Melendez, Tom Barnhart, Steve Sherrer, John Donlon, Lynne Cranford, Howard Vanselow, Shawn Hall, Bill Hearndon, Ken Fischer, Robert Villar, Sharon Peeler, Jeff Barbacci, Robert Westbrook, Kwentin Eastberg, Nikasha Wells, and Nancy Fisher

Call to Order

Chairman Hart called the meeting to order. Executive Director Darm called the roll. A quorum was present.

Pledge of Allegiance

Chairman Hart led the Pledge of Allegiance.

Introduction of Commissioners/Advisors/Public

Chairman Hart asked the Commissioners to introduce themselves and provide a brief summary of their connection with the Transportation Disadvantaged program. Executive Director Darm opened the meeting for Commissioner and Advisor Reports, none were presented.

Department of Transportation Secretary Welcome

Secretary Thibault welcomed the Commissioners. He expressed appreciation of the great partnership FDOT has with the Commission to provide transportation solutions for Florida residents that are looking for independence and safety and an improved quality of life. He shared that he was looking forward to speaking at TD Legislative Awareness Day and he congratulated the Commission on its celebration of 40 years of service.

He reviewed the three priorities for FDOT: Safety, Mobility and Innovation. He explained that Florida's population is growing every day and that all of Florida's residents and visitors should be afforded safe transportation. He addressed mobility options and asked how mobility options can be provided, knowing that options available in the south may be different from options available in Orlando or Tampa or wherever the location may be. He stated that there cannot be a one-size-fits-all approach. He encouraged everyone to work with regional partners like TPOs, local governments and the transportation industry on how options can be provided for those that need mobility the most. He talked about identifying ways in which evolving technology could be leveraged to help innovate and provide transportation options that are safe and meet the mobility needs within each region. He shared that Florida needs to stay in the forefront as a national leader in leveraging technology to innovate much needed safe transportation for all its residents.

Secretary Thibault updated the Commission on the Multi-Use Corridor Regional Economic Significance (M-Cores) and how the Legislature is looking forward and being proactive to providing solutions for multi-use infrastructure and expanding broadband and telecommunications. There are three task forces working on the corridors and they will be meeting over the next several months. He thanked the Commission and the Coordinated System for all they are doing for Florida.

Public Comments

Chairman Hart asked if there was any public comment regarding items on the meeting agenda. There were 2 speakers.

Lisa Bacot, representing the Florida Public Transportation Association (FPTA) She wanted to provide comments to item #9 on the agenda, "Trip and Equipment Allocation Formula Study Update." She said she saw where there were stakeholder meetings and recommended representatives from small, medium and large CTCs to work with the Vice Chair to help guide the process. She also recommended a cap be considered to limit of how much a CTC can be reduced each year. For example, if a CTC experiences a 30% reduction, the reduction would only be 10% each year until the 30% is reached to help reduce the up and down nature at the local level when they are trying to provide trips for individuals.

Chairman Hart responded that the Commission's process will be transparent and encourages all stakeholders to be participate. Before any changes are approved, the Commission will provide opportunities for all stakeholders to discuss and provide comments.

Ken Fischer, representing RATP Dev. He explained that RATP Dev manages VOTRAN which is the CTC for Volusia County. He provided comments to item #9 of the agenda as well. He shared a situation that came up for VOTRAN through the Commission's monitoring compliance report in December 2017. The report included a finding regarding the use of TD funds to transport ADA customers in the ADA corridor which had always been done. He challenged the finding; however, the finding was not removed. This issue was later identified as a finding in the Volusia County audit which created a lot of challenges for the VOTRAN staff to address the County audit as well as the Commission's audit. As a result, there were significant staffing changes. He encouraged the Commission to address this issue in a way that is clear to all the CTCs as to what they can do with TD funds and the ADA corridor. He further explained that VOTRAN has been the CTC for Volusia County for 27 years. This was the first time this was identified as an issue. He explained that they have 2 urban areas in addition to the rural areas of the County and they provide a lot of services between these areas. He stated that the budget for paratransit services, including ADA, is \$7.1 M. Of that the County provides \$3.8M, which is approximately 54% of coordinated paratransit budget. They believe, that with that amount of investment, as well as looking at the TDSP, there were no unmet needs identified in the coordinated system and some unmet needs in the fixed route system. He expressed that they were basically doing the job of coordinating services in Volusia County and ought to have the ability to draw down TD dollars in the ADA corridor.

Chairman Hart stated that in addition to what he said earlier, the process will define where the Commission ends up on this matter and solicits total involvement.

Robert Villar, Assistant Director, Financial Services, representing Miami-Dade CTC He also wanted to provide comments to item #9 of the agenda. He thanked the Commission for the Hold Harmless funding and appreciated the suggestion of delaying the implementation of the change to the funding formula. He shared that they have a concern over the double impact of changing the formula as well as some of the additional tweaks, primarily mileage methodology. He shared that he was a part of the discussion during the CUTR Study and appreciated that opportunity. He requested to be included during future discussions as well. He explained using the Annual Operating Report data allows the coordinated providers in Miami-Dade to report their mileage. In Miami-Dade, they use fixed route to provide transportation disadvantaged services which is not eligible for mileage. He stated that anytime mileage is not part of the formula, Miami-Dade is at a disadvantage, especially since fixed route services are the most inexpensive delivery method. He also requested that the Commission reconsider its position of funding ADA paratransit trips since these trips are not sponsored and should be eligible. They do not believe this issue should be considered as part of the funding formula since the formula should be about how much funds are available to the community, not necessary how each community can draw down those funds.

Chairman Hart stated that the Commission is looking for a new formula, a permanent fix. The previous formulas are no longer relevant. The Commission will initiate appropriate actions to try and eliminate harm while working through the process, but in terms of where we will end up, we don't know that yet, it is all subject to the process.

ACTION ITEMS

Approval of Minutes

Chairman Hart asked if there was a motion to approve the December 18, 2019, minutes.

ACTION TAKEN: Vice-Chairman Stevens moved and Commissioner Tellez seconded the motion to approve. The motion carried unanimously.

Community Transportation Coordinator Designation – Levy County

Ms. Lynn Godfrey, representing North Central Florida Regional Planning Council, reported that the Memorandum of Agreement with Levy County Board of County Commissioners is set to expire June 30, 2020. Pursuant to the Chapter 287.057, F.S., The Board of County Commissioners of Levy County, as a governmental entity, confirmed that it is able and willing to continue to provide transportation services. Therefore, the North Central Florida Regional Planning County recommended that Levy County Board of County Commissioners continue to be the Community Transportation Coordinator for Levy County, beginning July 1, 2020 to June 30, 2025.

ACTION TAKEN: Vice-Chairman Stevens moved and Commissioner Tellez seconded the motion to approve. The motion carried unanimously.

Continuing Transition of Trip and Equipment Allocation Formula in FY 2020-21

Executive Director Darm updated the Commission on the continuation of the discussion regarding the distribution of the Trip and Equipment Grant funds. He explained that in FY 2017-18 and 2018-19, the Commission implemented changes to the allocation formula through legislative proviso in the General Appropriations Act. However, the Legislature did not include these changes in the General Appropriations Act of FY 2019-20, which resulted in the Commission using the original formula in rule to distribute funding from the Trip and Equipment Grant for the current fiscal year. Several counties were negatively impacted by this change, where some Community Transportation Coordinators had to reduce services as a result of their financial losses.

On November 25, 2019, the Commission voted to “hold harmless” and restore funding to the counties that experienced a decrease in their allocation as a result of the formula change in FY 2019-20. This decision was intended to prevent further reduction of services for the current fiscal year. The Commission distributed \$4.3 million to 37 counties to restore their allocation at the amount they received in FY 2018-19.

He explained that the Commission is currently conducting a study to identify changes to the Trip and Equipment Grant allocation formula that can be implemented through Rule Chapter 41-2.014, F.A.C. (discussed further in the analysis for Agenda Item IX). The study is scheduled to be completed by July 1, 2020, which will then begin the rule making process for the Commission to implement changes to the formula. It is anticipated that a new formula will not take effect until July 1, 2021, due to the time needed for public input during rule development workshops. Thus, the current formula would apply to the Trip and Equipment allocations in FY 2020-21, unless action is taken by the Commission and/or changes are made by the Legislature.

To ensure a smooth transition to a new formula and prevent service disruptions during the interim, it is recommended the Commission waive the current rule from being applied to the Trip and Equipment Grant in FY 2020-21, and commit all allocations remain at the final amounts that were approved for FY 2019-20. The “final” amounts include the additional “hold harmless” funding that restored the counties negatively impacted by the transition of formulas in FY 2019-20. Based on current revenue estimates, it is anticipated this decision would commit a total of \$56,538,360 from the Transportation Disadvantaged Trust Fund, which would include the additional \$4,321,925 that was approved in the final amounts for FY 2019-20.

ACTION TAKEN: Vice-Chairman Stevens moved and Commissioner Tellez seconded the motion to approve using the same allocation for FY 2020-21 as was used for the FY 2019-20, including the hold harmless funding. The motion carried unanimously.

INFORMATION ITEMS

Trip & Equipment Allocation Funding Formula Study Update

Vice Chair Stevens expressed his appreciation of the previous vote allowing room to continue exploring the changes to the formula. He introduced Casey Perkins, with Thomas Howell Ferguson. Mr. Perkins shared with the Commission his background and experience with funding allocation and reimbursement methodologies, especially with Medicaid programs and hospitals throughout the state. He stated that his goal is to establish a trusted funding methodology that everyone understands how it was created, that is developed by guiding principles, and that is true to the CTD mission.

He explained that they are already reviewing the data from the Census, the AOR and, TD Trip & Equipment invoices. They will begin putting together a report that will provide an analysis of the data and the impact of potential changes to the formula. He explained that stakeholder workshops will be held to receive input and discussion about the potential changes. A final report will be completed that will summarize the findings from the analysis, input received from the stakeholders and proposed changes to the formula. He strongly encouraged input from all stakeholders through the entire process.

Chairman Hart thanked Mr. Perkins and encouraged maximum participation through input at the workshops and through the webpage as reports and information are provided.

Director Darm shared the tentative workshop schedule:

- Monday, March 30, 2020 – Tampa, FL
- Wednesday, April 1, 2020 – Miami, FL
- Tuesday, April 7, 2020 – Tallahassee, FL

“Advantage Ride” Pilot Program Evaluation

Chairman Hart introduced Martin Catala, from the Center for Urban Transportation Research (CUTR) at the University of South Florida. CUTR assisted the Commission with data analyses and evaluating the program’s performance in meeting its objectives. These objectives were Customer Satisfaction, Ridership data, Demand, On-Time Performance, Trip Lengths and Durations and Program Costs. Mr. Catala provided a

highlight of the report. He explained that the purpose of the pilot was to test new ways of improving the “transportation services experience” for individuals with intellectual and developmental disabilities (IDD). The Commission entered into a contract with UZURV, an adaptive transportation network company, to provide on-demand, door-to-door and scheduled transportation options for individuals with IDD in Hillsborough, Manatee and Pinellas Counties. The program served approximately 483 individuals and provided over 20,000 trips in 2019. He shared that overall, the Advantage Ride pilot program demonstrated that there is a need for the state to explore more mobility options for individuals with intellectual or developmental disabilities. The rapid adoption and growth of ridership over the course of the pilot provided evidence of the latent demand for such service to improve the lives of the pilot’s participants.

He shared that the positive outcomes from this program were largely the result of the outreach and collaborative efforts that occurred with self-advocates and other stakeholders at the state and local level. He stated that it is critical that all parties – state government programs, transportation provider organizations, and individual and family advocates – are involved in contributing to the solutions to support greater mobility for individuals with disabilities.

Director Darm added context to the project in that the Legislature appropriated \$500,000 for the program for FY 2019-20. The demand exceeded the available funding. He explained that there was an advisory subcommittee that met on monthly via conference call that consisted of key stakeholders, including the Agency for Persons with Disabilities, Florida Developmental Disabilities Council, Family Care Council, Waiver Support Coordinators, and Florida Self-Advocacy Network’D (FL SAND). He explained that during its October telephone conference, the members of the subcommittee expressed concerns that there was a possibility that services were going to have to be cut-off by the mid-point of each month. The Advisory Committee felt that this would have defeated the original intent of the pilot. On October 18, in response to these concerns, the program lifted the cap and announced an anticipated early end date of the pilot to allow customers at least two months to arrange alternative transportation options before the funding ran out.

Director Darm shared that there is a senate proposal to continue the pilot. The report was presented to the Legislature and he explained that we would need to wait and see where the Legislature goes with the proposal. He stated that the take-aways were that the service was very popular, especially for the APD population who have so many challenges. Safety and convenience of the service were standout positives for the pilot. On the flip side, long term sustainability and adequate funding must be considered to continue projects like this.

Chairman Hart recognized UZURV CEO Mr. John Donlon. Mr. Donlon shared that UZURV was pleased with the results of the project. He stated that it is very positive to see public response to service and that they are working closely with partners on sustainable ventures and looking forward to working with the Commission in the future.

Executive Director Report

Director Darm shared that the Commissioners held a Summit earlier in the day. He thanked them for their involvement and commitment to the program. He stated that he

is looking forward to strengthening the dialogue with the advisors to the Commission. He shared that this program was built on partnerships with all stakeholders and wanted to encourage participation and involvement with the advisors. He has been starting that conversation with Liz Stutts of FDOT and with APD as well. He hopes to possibly have a summit with the agency members this summer.

Director Darm then provided a legislative update. He stated that the Commission is requesting additional budget authority of \$4.5M to fund the hold harmless in addition to the trip and equipment grant allocations. This will keep the system stable during the transition to the new formula. He also shared that there was a proposal for consideration regarding funding the IDD pilot project for about \$1.5M. Staff will continue to monitor legislation and keep the Commissioners updated.

Director Darm stated that he has been conducting outreach activities with the workforce development system to identify potential partnerships to support greater access to employment and job-training. He has been working with Amy Tootles, FDOT Workforce Development program within M-CORES. He explained that often times construction workers are low income individuals that may need assistance to gain employment. He thought there might be a possibility of using the M-CORES funds or traditional TD funds at the local level to support those efforts and hopes to have the opportunity to discuss this at a future meeting.

Lastly, Director Darm shared with the Commission five values that he feels will assist us as we consider policy considerations, particularly right now looking at the funding formula.

1. Access - Ensure people have access to transportation in their community. It's our priority that we put the customers we serve first.
2. Innovation – Encourage our communities and create an environment for our communities to be creative in finding solutions that best meet their needs. There is not a one-size-fits-all.
3. Collaboration and Coordination – Where do we see the purchasing agencies and local partners to be a part of the discussion to make the system sustainable.
4. Accountability – Ensuring that we are good stewards of the Trust Fund. Ensuring that even though we want to give locals the flexibility to spend the funds to find the solutions they need; we also must be accountable to that state taxpayers.
5. Transparent Process – as we go through any issue, there must be a full understanding of the information shared. We do not necessarily have to agree on every decision as a system, but that there is an understanding of how the decision was made and plenty of opportunities to collect input as part of the process.

Commissioner and Advisor Report

Liz Stutts, FDOT, shared that FDOT is pleased to continue its long partnership with the Commission. They are in the process of rolling out their stakeholder meetings with the implementation of Secretary's vision, especially in area of mobility for citizens in both the urban and rural areas of the state. They have been in the process of identifying stakeholders. They have had preliminary meetings with commission staff and are reaching out to other traditional partnerships such as transit system and transportation providers. They will also be expanding their outreach to non-traditional partners such as the convention and visitor bureaus and chambers of commerce. She also shared that they are in the process of revising Rule 14-90, and hope to release it in the next few months for public comments. They hope to have it finalized by this fall.

Public Comments

Boyd Thompson from Ride Solutions provided comments supporting the use of TD funding in ADA corridors. He also provided a letter to the Commission. He shared that there are savings when multiloading passengers of human service agencies that remain, supporting the blending of funding in a way that is not required by the independent contractor, single occupancy vehicles. He stated that the blending of funds is the foundation of the coordinated system. He felt that excluding the ADA services would remove potential coordination of TD and ADA trips for CTCs that are fixed route systems.

Karen Somerset read a letter that was submitted Brad Miller from Pinellas Suncoast Transit Authority (PSTA), sharing their support for improvements to the funding formula and opposition of any delay to the Commission's response to FTA's ADA definition. He thanked the Commission for the funding opportunities and efforts to codify changes to the funding allocation program and hoped the Commission expedites changes to the formula that reflect the 2018 CUTR recommendations. They stated that those changes allocated more funding for the transportation disadvantaged demand and less funding based on equitable distribution of funding. PSTA believes the two issues of the funding formula allocation and the restriction of TD services as it relates to ADA service areas are separate and distinct. He restated the letter from FTA addressing that ADA trips are not "sponsored" trips and asked that the Commission to move forward to modify the Commissions policies that conflict with the federal requirements.

Lisa Bacot from the FPTA addressed the Commission. FPTA wants to echo the concerns expressed by Boyd Thompson and Brad Miller regarding the policy change that took place back in 2016. She stated that she had been working with Commission staff to resolve the change for several years. The policy relates to the lack of TD eligibility for passengers that live within the ADA corridor. FPTA decided to seek federal guidance since ADA is a civil rights issue. They are also concerned that this policy may set a precedent for other agencies that would consider ADA as access to transportation and, in essence, trip shedding or dumping on local governments which could have a devastating effect on the coordinated system and its funding. They also feel that the funding formula is a separate issue and request the policy be rescinded by the Commission.

Commissioner/Advisor Comments

No comments were provided.

Chairman Hart announced that the next CTD Business Meeting is scheduled for May 7, 2020, in Tampa.

Adjournment

Chairman Hart asked if there was a motion to adjourn the meeting.

ACTION TAKEN: Vice-Chairman Stevens moved and Commissioner Knight seconded the motion to adjourn. The motion carried unanimously.

Minutes compiled by Karen Somerset.

Note: This meeting has been summarized to reduce paperwork in accordance with policies of State government. If an accessible format or more information than is provided herein is needed, please contact the Commission for Transportation Disadvantaged at (850) 410-5700 or 1-800-983-2435 for assistance. A copying or printing fee may be charged to the requesting party.

MEETING SUMMARY

Commission for the Transportation Disadvantaged Commission Business Meeting

Dial-In Number: 888-585-9008
Conference Code: 837653349

June 8, 2020
9:30 AM

<i>Commissioners Present</i>	<i>Commissioners Absent</i>
Chairman Marion Hart (via Teleconference)	
Vice-Chairman Dr. Phillip Stevens (via Teleconference)	
Renee Knight (via Teleconference)	
Christinne Rudd (via Teleconference)	
Dr. Robin Tellez (via Teleconference)	
Mike Willingham (via Teleconference)	

<i>Advisors Present</i>	<i>Advisors Absent</i>
Liz Stutts, FDOT (via Teleconference)	Erica Floyd-Thomas, AHCA
Kent Carroll, APD (via Teleconference)	Dennis Latta, FDVA
Krysta Carter, DOEA) (via Teleconference)	Diane Harris, DCF

Others Present (via Teleconference)

David Darm, Karen Somerset, Sheri Powers, John Irvine, Kyle Mills, Elmer Melendez, Cecile Del Moral, Rachelle Munson

Call to Order

Chairman Hart called the meeting to order. Executive Director Darm called the roll. A quorum was present.

Pledge of Allegiance

Chairman Hart led the Pledge of Allegiance.

Introduction of Commissioners/Advisors/Public

Chairman Hart provided comments regarding the current environment we are addressing with COVID-19 and thanked everyone.

Chairman Hart asked Commissioners to introduce themselves and briefly describe their connection with the Transportation Disadvantaged program.

This was followed by Chairman Hart's introduction of Rachele Munson of the Attorney General's Office. She is replacing Mr. Tom Barnhart who recently retired. Ms. Munson introduced herself.

Chairman Hart requested Advisors to introduce themselves. Mr. Kent Carroll from APD, Ms. Krysta Carter from DOEA and Liz Stutts from FDOT introduced themselves.

Public Comments

Chairman Hart opened the floor for public comments pertaining to the agenda items. He confirmed two of the three speakers would be present their comments during this part of the meeting. The other speaker will be heard at the final public comments section of the agenda.

Lindsey Boynton, Procurement and Development, Respect of Florida (via teleconference) provided comments and shared her support for the i-Enable Project Application for the Innovation & Service Development Grant.

Chairman Hart opened the floor for Commissioners to ask questions for Ms. Boynton. Hearing none, Chairman Hart introduced the next speaker.

Heather Sobush, Director of Planning, Pinellas Suncoast Transit Authority. Ms. Sobush provided feedback regarding the current Late Shift program and requested the Commission continue to fund the project for three more years instead of the one year as recommended. Ms. Sobush requested the Commission suggest ways to prevent the program from lapsing on July 1, 2021 and whether the suggestions might be administrative or legislative.

Chairman Hart opened the floor for Commissioners to ask questions of Ms. Sobush. Hearing none, Chairman Hart reminded everyone that the next speaker would present their comments during the public comment period towards the end of the meeting as it was considered an informational item.

ACTION ITEMS

Community Transportation Coordinator Designation – Bay County

Mr. Howard Vanselow, representing Bay County Transportation Planning Organization (TPO), reported that Bay County Board of County Commissioners expressed their interest and commitment to continue as the Community Transportation Coordinator (CTC) for the Bay County Service Area. Bay County Local Coordinating Board (LCB) and Bay County TPO unanimously recommend that the Bay County Board of County Commissioners continue their role as the CTC. Mr. Vanselow is requesting the Commission approve the planning agency's recommendation.

Chairman Hart asked if there was a motion to approve Bay County Board of County Commissioners as the CTC for Bay County.

ACTION TAKEN: Commissioner Willingham moved to approve. Vice-Chair Stevens seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Community Transportation Coordinator Designation – Clay County

Ms. Margo Moehring, representing Northeast Florida Regional Council presented the designation for the Clay County service area. Jacksonville Transportation Authority is the current CTC. The Northeast Florida Regional Council's Board of Directors supports the re-designation as well as the Local Coordinating Board (LCB). On behalf of the Northeast Florida Regional Council, Ms. Moehring asked the Commission to support the re-designation of Jacksonville Transit Authority (JTA) as the Community Transportation Coordinator (CTC) for Clay County.

Chairman Hart asked if there was a motion to approve.

ACTION TAKEN: Commissioner Tellez moved to approve. Commissioner Knight seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Community Transportation Coordinator Designation – Escambia County

Mr. Howard Vanselow, representing Florida-Alabama Transportation Planning Organization (FL-AL TPO), reported that Escambia County Board of County Commissioners expressed their interest and commitment to continue as the Community Transportation Coordinator (CTC) for the Escambia County Service area. Both the Escambia County Local Coordinating Board and the FL-AL TPO unanimously recommend that the Escambia County Board of County Commissioners continue their role as the CTC. Mr. Vanselow requested the Commission approve the Planning Agency's recommendation.

Chairman Hart asked if there was a motion to approve Escambia County Board of County Commissioners as the CTC for Escambia County.

ACTION TAKEN: Commissioner Tellez moved to approve. Commissioner Rudd seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Community Transportation Coordinator Designation – Flagler County

Ms. Margo Moehring, representing Northeast Florida Regional Council presented the designation for the Flagler County Service Area. Flagler County Board of County Commissioners (BOCC) is the current CTC. The Northeast Florida Regional Council's Board of Directors supports the re-designation as well as the Local Coordinating Board. On behalf of the Northeast Florida Regional Council, Ms. Moehring asked the Commission to support the re-designation of Flagler County Board of County Commissioners as the Community Transportation Coordinator (CTC) for Flagler County.

Chairman Hart asked if there was a motion to approve.

ACTION TAKEN: Vice-Chair Stevens moved to approve. Commissioner Willingham seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Community Transportation Coordinator Designation – Marion County

Ms. Elizabeth Mitchell, representing Ocala-Marion Transportation Planning Organization (TPO), presented the designation for the Marion County Service Area. Ocala-Marion TPO staff issued a request for proposals. Two proposals were received and reviewed by the Selection Committee. The Selection Committee met on May 11, 2020 and recommended their highest ranked proposal, Marion Transit Services.

At its May 26, 2020 board meeting, the Ocala Marion County Transportation Planning Organization approved the Selection Committee's recommendation for Marion Transit Services, Marion Senior Services to continue as the designated CTC for Marion County. This designation shall be effective July 1, 2020, through June 30, 2025.

Chairman Hart asked if there was a motion to approve.

ACTION TAKEN: Commissioner Knight moved to approve. Commissioner Tellez seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Community Transportation Coordinator Designation – Santa Rosa County

Mr. Vanselow thanked the Chairman and Commissioners once again and presented the TPOs recommendation. Mr. Vanselow proceeded with the procurement process.

A request for qualifications (RFQ) was issued November 20, 2019. Tri-County Community Council was the only respondent. The Planning Agency has reviewed and confirmed that Tri-County Community Council met all of the requirements of the RFQ.

At the February 12, 2020 meeting, the FL-AL TPO board approved the recommendation that Tri County Community Council has the experience and qualifications to continue to serve as the as the CTC for Santa Rosa County. Mr. Vanselow requested the Commission approve the Planning Agency's recommendation that Tri-County Community Council continue to be the designated CTC for Santa Rosa County.

Chairman Hart asked if there was a motion to approve the Santa Rosa County designation.

ACTION TAKEN: Commissioner Rudd moved to approve. Commissioner Knight seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Planning Agency Designation – Leon County

Executive Director David Darm provided the background information on the responsibilities of the planning agency on behalf of the Commission.

Capital Region Transportation Planning Agency (CRTPA) has served as the Designated Official Planning Agency for Leon County since July 1, 1991. CRTPA notified the Commission that they will no longer serve as the DOPA for Leon County effective July 1, 2020.

He explained that the Apalachee Regional Planning Council currently serves as the Planning Agency for Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Liberty and Wakulla Counties and is able and agrees to provide the support for Leon County.

Executive Director Darm recommended the Commission approve the transition of these responsibilities for the Leon County service area to be placed upon Apalachee Regional Planning Council (ARPC).

Before moving forward with the vote Chairman Hart took a moment to commend the staff for putting together the meeting with sufficient information as well as with the recommendations. This provided the necessary information for the commissioners to conduct business in an efficient manner.

Chairman Hart asked if there was a motion to approve the ARPC as the designated planning agency for Leon County.

ACTION TAKEN: Commissioner Rudd moved to approve. Commissioner Tellez seconded the motion. There were no questions or further discussion. The motion carried unanimously.

Fiscal Year 2020-21 Innovation and Service Development Grant Recommendations

Executive Director Darm provided the background for the M-CORES funding and the requirements for funding this grant, eligible recipients and the goals/criteria to be met by the projects. He explained that this is the second year these funds are being awarded for this grant program. During FY 2019-20, there were 21 projects awarded at \$4.5 million but due to the delay with the Commission receiving legislative budget authority to execute the grants, most of the projects did not begin operation until January 2020. Further, many of the projects were impacted by service reductions due to COVID-19. Executive Director Darm mentioned some of the projects included in this year's recommendations are a continuation from this past year. The Commission will receive a final report on each project from the grant recipient in August 2020.

Commissioner Knight, Subcommittee Chair, explained that the application process for the 2020-2021 Fiscal Year was announced on April 2, 2020, with a deadline of May 15, 2020. Eighteen applications were received, requesting approximately \$5.2 million in state funds. Fourteen of the applications propose similar projects that were approved by the Commission for FY 2019-20. Five proposed projects were previously funded under the Mobility Enhancement Grant, which occurred for three fiscal years prior to the passage of M-CORES.

She stated that this year the Commission included an option for applicants to propose projects funded on a multi-year basis, which would be contingent on legislative

appropriation and Commission approval. Three applications requested funding for three years. One application was submitted by a TNC.

The Innovation and Service Development Grant Subcommittee met by telephone conference on May 26, 2020. In attendance were Subcommittee Chair Renee Knight; Agency Advisors Erin Schepers (FDOT), Krysta Carter (DOEA), and Kent Carroll (APD). Commission staff David Darm, Karen Somerset, Cecile Del Moral, Kyle Mills, Dan Zeruto, John Irvine, and Sheri Powers also participated in the meeting.

The subcommittee reviewed all proposed project requests and evaluated each application using a rubric as a guide. The majority of the applications proposed an enhanced service to existing operations such as extending hours of operations or providing on-demand service not currently provided to the TD population.

Six applications had projects focused on increasing services to healthcare with four specifically for dialysis centers. There were five applications for projects focused on increasing access to employment and job training activities. Five applications focused on access to life sustaining activities. Six applications focused on services that qualified as regional/cross county projects. Four of them included connectivity to fixed bus route systems. Some applications proposed projects that serves a target population of TD, such as dialysis patients, veterans, or individuals with developmental disabilities.

The subcommittee recommends funding fifteen projects, totaling \$4.1 million, as reflected in the Innovation and Service Development Grant Applications Summary spreadsheet included in the packet (page 32).

This includes 14 projects similar to those from fiscal year 2019-2020 and one new project in St. Lucie County that replicates the legislative pilot project for individuals with developmental disabilities in the Tampa Bay area.

Ms. Knight stated that in addition to these recommended applications, the Subcommittee is interested in recommending strategies to improve the quality of applications, promote innovative projects, and continue to refine the evaluation process for approved projects.

Chairman Hart thanked Commissioner Knight for her report. Chairman Hart asked if there were any questions for Commissioner Knight or Executive Director Darm before the vote. Hearing none, Chairman Hart requested if there was a motion to approve the recommendation.

ACTION TAKEN: Commissioner Rudd moved to approve. Commissioner Tellez seconded the motion. There were no questions or further discussion. The motion carried unanimously

Fiscal Year 2020-21 Shirley Conroy Rural Area Capital Assistance Grant Recommendations

Executive Director Darm provided the background information related to the Shirley Conroy Rural Area Capital Assistance Program grant. He explained that the

Department of Transportation authorizes a transfer of \$1.4 million to the Transportation Disadvantaged Trust Fund in its 5-year work program. The purpose of the allocation is to assist rural areas with the purchase of capital equipment.

Executive Director Darm introduced Commissioner Rudd as the Chair of the Sub-Committee who lead the conversation with the following points.

Subcommittee Chair Rudd explained that the Fiscal Year 2020-21 Grant Application packages were emailed to eligible applicants on April 6, 2020, with a deadline of May 8, 2020. Twenty-one applications were submitted, totaling approximately \$2 million in requested funding.

The Shirley Conroy Rural Area Capital Assistance Program Grant Subcommittee met on May 29, 2020, via telephone conference. In attendance were Subcommittee Chair Rudd, Agency Advisors Erin Schepers (FDOT), Kent Carroll (APD), and Diane Harris (DCF). Commission staff David Darm, Karen Somerset, Cecile Del Moral, Kyle Mills, Sheri Powers and John Irvine also participated in the meeting.

The subcommittee reviewed all of the capital equipment requests and the award recommendations. Chairman Hart thanked both Commissioner Rudd and Commissioner Knight for all their work on the sub-committees.

Chairman Hart requested if there was a motion to approve the recommendation.

ACTION TAKEN: Commissioner Tellez approved the motion. Commissioner Knight seconded the motion. There were no questions or further discussion. The motion carried unanimously

Chairman Hart stated this was the last action item on the agenda. From this point forth the remainder items will be information items.

Chairman Hart changed the order of the informational items on the agenda to allow the FDOT update to be presented first as Liz Stutts and Bobby Westbrook had to depart the meeting earlier than expected.

INFORMATION ITEMS

Response Efforts to COVID-19

Executive Director Darm explained that the Florida Department of Transportation has been coordinating emergency management efforts with the Center for Urban Transportation Research (CUTR) at USF within the state's public transportation system. Liz Stutts and Bobby Westbrook from the FDOT Transit Office provided an overview of accomplishments and ongoing efforts during the pandemic.

Ms. Stutts shared that FDOT's involvement began with a request for assistance for transportation for cruise ship quarantine citizens at the request of the Governor in coordination with the Florida Department of Health. The Department was able to assist

with the support from Lynx in Orlando, RTS in Gainesville and Broward County Transit in Ft. Lauderdale.

From this effort, a group was convened to address any upcoming issues under an emergency management task force. Ms. Stutts introduced Bobby Westbrook to provide an update of their activities over the last three months.

Mr. Westbrook shared that The Florida Department of Transportation has been coordinating emergency management efforts with CUTR within the state's public transportation system. This includes ongoing conference calls, creation of an emergency management information network, distribution of information and guidance documents and the establishment of a personal protection equipment resource guide. Mr. Westbrook took the opportunity to thank the Commission and FPTA as vital partners through this experience.

Chairman Hart asked if there were any comments or questions based on what Ms. Stutts and Mr. Westbrook presented.

Hearing none, Chairman Hart moved to the next information item.

Trip & Equipment Allocation Funding Formula Study Update

Executive Director Darm introduced Vice-Chair Stevens who provided a recap of the process and what the workgroup is doing. Commissioner Stevens explained that the purpose of the Trip & Equipment Allocation Funding Formula Study is to explore changes to the Trip and Equipment Grant funding allocation methodology within Rule Chapter 41-2.014, F.A.C.

He stated that there are three deliverables associated with this project. An in-depth analysis of the data used within the methodology, including an examination of the impact of potential changes to each of the data contributing to the funding formula; Stakeholder workshops for the Commission to gather input on funding models for future consideration; and a final report that summarizes the findings from the analysis. He shared that the Commission has contracted with Thomas Howell Ferguson as an independent contractor to undertake the project. He explained that the analysis was conducted in February and the report was posted on June 2, 2020 and is available for review and comments.

Commissioner Stevens said that the public workshops have been rescheduled as virtual workshops due to COVID-19 and the schedules have been posted on the project website. The next workshop has been scheduled for June 26, 2020. Additional information will be provided as the date gets closer. The final report should be available this fall. He asked for participants to review the work efforts and not to focus only on the end funding. He explained that it is important to understand how the numbers were arrived since these sources are new variables. He stated that the alternative model that is presented as a draft to start the conversation is built from the existing model but provides more precise variables and adds additional variables. He said that the structure of the study is to provide public input and provide opportunities for feedback following the core principals which include access, innovation, coordination accountability and transparency.

Chairman Hart thanked Commissioner Stevens and asked if Executive Director Darm had anything to add.

Director Darm stated Commissioner Stevens did a great job on summarizing the work that has been completed so far. He explained that for those who cannot make the June 26 workshop, more workshops will be scheduled in July and August. Director Darm encouraged everyone to take time to read through the report that is available on the website. He explained that feedback can be provided through the website as well as during the workshops.

Executive Director Darm stated he is looking forward having a very productive discussion as this has been a great learning process for him and is aware that there is a lot more “under the hood” than what might seem. He thanked Jeff Barbacci and Casey Perkins with Thomas Howell Ferguson as they have put in a lot of work to make this study thorough and incite good conversation into the next phase of the discussions.

Chairman Hart asked Executive Director Darm if the study included addressing the utilization of the trust funds or is that a separate issue. Executive Director Darm responded that once the allocation of funds is addressed, the expectations of the how the funds could be used would be addressed. The study is going to be a catalyst for further improvement to current policies and possibly the development of new policies.

Chairman Hart thanked Commissioner Stevens and David once again for their report and asked if there were any questions or comments related to the Study.

Hearing none, Chairman Hart suggested to move to the Executive Director’s Report.

Executive Director Report

Executive Director Darm shared a few items and statements.

Response Efforts to COVID-19

He stated that in addition to supporting FDOT’s lead regarding the health crisis, the Commission established a rescue program in response to mitigate some of the corresponding financial losses incurred by the system. The “rescue” amount is based on the percentage of the difference in TD revenue reported on a CTC’s monthly invoice compared to its monthly Trip and Equipment allocation. He explained that the “rescue” plan is designed to ensure CTCs that experience a greater loss in revenue receive a greater amount in rescue funds added to their total monthly payment. But, it also ensures that CTCs who provide TD services still receive more in overall reimbursement—even after factoring in the rescue amount. This is intended to balance providing a certain level of financial relief while incentivizing CTCs to continue providing essential TD services throughout this crisis.

A summary (table) was included in the meeting packet that showed CTC monthly invoices that had been submitted to the Commission so far between January and April. It illustrated the impact on TD service levels during the first two months of the emergency.

Director Darm explained that as of May 2020, the Commission has reimbursed \$464,523.50 in rescue funds as part of the reimbursement of TD services invoiced by CTCs. It is important to note the spreadsheet is not complete because the Commission has not yet received all the invoices for the months of March and April. As expected, there was a 40% decline in the month of March and has continued through April. There have been disruptions, but services are continuing through this crisis. He explained that the Trip and Equipment Grant Rescue Plan will remain in effect until the end of the State's public health emergency, pursuant to Executive Order 20-52.

Chairman Hart asked if we are looking at modifications the systems have made due to this crisis. Executive Director Darm responded that at a broader level/conversation with FDOT and FPTA has collected some of this information and agreed with Chairman Hart that this should be included in the Annual Operating Report.

Legislative Session & Funding

Director Darm shared that the General Appropriations Act has not been signed by the Governor. The GAA includes in proviso \$4.5 in funding earmarked to support the current funding and there will be no changes on the T&E Allocation. He explained that \$1.5 has been dedicated to proviso to do the pilot project for Hillsborough, Pinellas, Manatee counties to serve people with developmental disabilities similar to what was done the last fiscal year. He also explained that there was language in the back of the bill to allow reversions from M-CORES funds to remain in the TD Trust Fund.

With no questions from the Commissioners, Executive Director Darm moved to the last item on his report.

Emergency Designation update – Glades, Hendry, Lee

Director Darm updated the Commission that Lee Tran will be providing services for Lee County until the procurement of the new CTC is completed. Also, MV Transportation will be providing services for Glades and Hendry Counties until Hendry County is ready to assume the role of the CTC for both counties as approved last December.

Executive Director Darm announced to the commissioners that Lisa Stone took another position with FDOT. The position will be advertised shortly and hopefully will be filled by the next commission meeting.

Chairman Hart moved to the last item on the agenda Commission and Advisor Reports, before moving to the public comments.

Hearing none, Chairman Hart moved to Public Comments

Public Comments

Robert Villar, from Metro-Dade, thanked the Commission for the Rescue Plan and stated the funds were very useful. He addressed the Commission on his concerns regarding the formula in that complimentary paratransit trips are not being addressed in the formula. Therefore, they are at a disadvantaged based on the formula. He looks forward to participating in the virtual workshop session on June 26.

Chairman Hart suggested Mr. Villar provide written information regarding his concerns so they may be incorporated in the record.

Chairman Hart asked if there are any other public comments. There were none.

Commissioner/Advisor Comments

Chairman Hart asked if there were any closing comments from Commissioners or Advisors.

Hearing none, Chairman Hart announced the next meeting is to be determined and asked if there was a motion to adjourn this meeting.

Vice-Chair Stevens moved to adjourned. Commissioner Knight seconded the motion and by vote the meeting was adjourned

Minutes compiled by Commission Staff.

Note: This meeting has been summarized to reduce paperwork in accordance with policies of State government. If an accessible format or more information than is provided herein is needed, please contact the Commission for Transportation Disadvantaged at (850) 410-5700 or 1-800-983-2435 for assistance. A copying or printing fee may be charged to the requesting party.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: August 26, 2020

AGENDA ITEM:

VI. Fiscal Year 2020-21 Innovation and Service Development Grant Recommendations (Second Round Applications)

BACKGROUND INFORMATION:

During the 2019 Florida Legislative Session, the Legislature appropriated \$10 million in recurring funding to the Transportation Disadvantaged Trust Fund through the passage of Senate Bill 7068, which created the Multi-Use Corridors of Regional Economic Significance (M-CORES) Program. The funding is administered through the "Innovation and Service Development" Grant program in Rule 41-2.014(2)(c), F.A.C.

The Commission awards the funding through competitive grants to Community Transportation Coordinators (CTCs) and Transportation Network Companies (TNCs) for innovative transportation service projects that:

1. Increase a transportation disadvantaged person's access to and departure from job training, employment, health care, and other life-sustaining services;
2. Enhance regional connectivity and cross-county mobility; or,
3. Reduce the difficulty in connecting transportation disadvantaged persons to a transportation hub and from the hub to their final destination.

In April 2020, the Commission solicited interested parties to apply for the Innovation and Service Development Grant for Fiscal Year (FY) 2020-21, with a deadline of May 15, 2020. On June 8, 2020, the Commission awarded a total of \$4.1 million for fifteen Innovation and Service Development projects for FY 2020-21. During that same meeting, the Commission announced that it would hold a second round for applications.

2nd Round of Applications for Grant Cycle Fiscal Year 2020-21

On July 1, 2020, the Commission solicited interested parties to apply for a second round of Innovation and Service Development Grant funding for FY 2020-21, with a deadline of July 31, 2020. Commission staff facilitated a technical assistance webinar on July 14, to provide additional guidance to eligible applicants regarding application instructions, clarifications, and expectations. Commission staff also provided an opportunity for eligible applicants to submit questions and receive feedback on the application process by July 17. The application included an option for applicants to propose projects funded on a multi-year basis, which would be contingent on legislative appropriation and Commission approval.

Six applications were received, requesting approximately \$2.8 million. Two applicants represent TNCs (i-Enable and UZURV) and one applicant represents a CTC (Jacksonville Transportation Authority). One applicant (i-Enable) submitted four proposals for a similar project in different regions of the state. One applicant (UZURV) requested funding for three years. None of these proposals were previously funded under the Innovation & Service Development Grant.

The Innovation and Service Development Grant Subcommittee met by telephone conference on August 17, 2020. In attendance were Commissioner Renee Knight (Subcommittee Chair); Agency Advisors Erin Schepers (FDOT), and Krysta Carter (DOEA). Commission staff David Darm, Karen Somerset, Cecile Del Moral, Kyle Mills, Dan Zeruto, John Irvine, and Sheri Powers also participated in the meeting. The subcommittee reviewed all proposed project requests and evaluated each application using a rubric to guide the discussion of each project. The subcommittee recommends funding one project with I-Enable Solutions, totaling \$323,559, as reflected in the attached Innovation and Service Development Grant Applications Summary spreadsheet.

Technical Assistance for Future Grant Cycles

For FY 2020-21, the Commission received funding to provide technical assistance to improve the quality of applications and evaluation process for approved projects. The Commission will contract with a vendor to provide this technical assistance. The Subcommittee will oversee this process and provide periodic updates to the Commission.

ATTACHMENTS:

- Fiscal Year 2020-21 Innovation and Service Development Grant Applications Summary

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Recommend the Commission approve funding the Fiscal Year 2020-21 (Second Round) Innovation and Service Development Grant projects as recommended by the Review Subcommittee.

2020-21 Innovation and Service Development Grant Applications - Second Round

Projects Recommended for Funding

Service Area	Applicant	Applicant Type (CTC / TNC)	Project Description	Requested Total Project Cost (100%)	TD Dollar Amount (90%)	*CORRECT Requested TD Dollar Amount (90%)	Committee Comments	Recommended Funding Amount (90%)
Baker, Clay, Duval, Nassau, Putnam, St Johns	JTA	CTC	Provide on demand transportation to homeless veterans enrolled or attempting to enroll in Veterans Affairs and/or Support Services for Veteran Families homeless programs who cannot get transportation. JTA proposes to partner with Patriot Services Group (PSG) who will leverage their existing partnership with One Call utilizing their RelayRide platform to book trips with TNCs (primarily LYFT). PSG has allowed veterans to utilize this on-demand service until they received their first paycheck after which they would provide bus passes for limited time. Through a partnership, the JTA and PSG will be able to maximize limited resources and coordinate services to ensure that veteran's transportation needs are being covered. Estimates coordinating approximately 4,433 TD trips.	\$70,930.00	\$63,000.00	\$63,837.00	Do not recommend approval at this time. Application did not include required budget breakdown. The total amount requested was determined by multiplying the total number of estimated trips x the proposed trip rate. Based on trip rate provided, application was not clear whether non-ambulatory services would be provided. This would be a requirement of these funds. Concerns with TD rider eligibility process including 30-day timeline to submit application. If rider was determined to be ineligible for TD service after receiving services, how would services be funded?	\$0.00
Duval, Clay	i-Enable Solutions	TNC	Provide a door to door, ride share service to individuals with Intellectual and Developmental Disabilities to employment, vocational training, and other community activities. Scheduled and On-Demand services include extended days and hours of operation with cross-county mobility for Duval and Clay counties. Services will be available Monday-Sunday 6 am - 11 pm. Estimates providing 18,750 trips for this 2-county area.	\$469,918.00	\$422,926.00	\$422,926.20	Do not recommend approval at this time. This applicant submitted 4 similar projects to be piloted in different areas (county/ies). The Committee recommended funding one project to pilot at this time.	\$0.00
Escambia, Santa Rosa	i-Enable Solutions	TNC	Provide a door to door, ride share service to individuals with Intellectual and Developmental Disabilities to employment, vocational training, and other community activities. Scheduled and On-Demand services include extended days and hours of operation with cross-county mobility for Escambia and Santa Rosa counties. Services will be available Monday-Sunday 6 am - 11 pm. Estimates providing 15,120 trips for this 2-county area.	\$348,542.00	\$313,688.00	\$313,687.80	Do not recommend approval at this time. This applicant submitted 4 similar projects to be piloted in different areas (county/ies). The Committee recommended funding one project to pilot.	\$0.00

Service Area	Applicant	Applicant Type (CTC / TNC)	Project Description	Requested Total Project Cost (100%)	TD Dollar Amount (90%)	*CORRECT Requested TD Dollar Amount (90%)	Committee Comments	Recommended Funding Amount (90%)
Hemando, Pasco, Pinellas, Hillsborough, Manatee	UZURV Holdings, Inc.	TNC	TD Tampa Bay Region. Partnering with Tampa Bay Area Regional Transit Authority (TBARTA) to provide regional/cross-county, weekend and evening trips to eligible TD persons residing in the 5 counties identified for all trip purposes. UZURV will provide on-demand and scheduled ambulatory and wheelchair trips 7 days a week. Services are direct, non-stop and door-to-door. Riders will schedule trips through a call center. A UZURV Rider App will be available in the 4th quarter of 2020 to allow riders to book trips through an mobile app. Estimates providing 30,000 trips from 10/20 - 6/21. This is a 3-year request for funding: 2020-21 Total Project Cost: \$1,500,000 2021-22 Total Project Cost: \$1,500,000 2022-23 Total Project Cost: \$1,500,000	\$1,500,000.00	\$1,350,000.00	\$1,350,000.00	Do not recommend approval at this time. Application did not include required budget breakdown to support the amount of funding requested. Concerned with eligibility process. No evidence of support from CTCs. No plan identified for those CTCs who could not share rider eligibility information.	\$0.00
Leon, Gadsden	i-Enable Solutions	TNC	Provide a door to door, ride share service to individuals with Intellectual and Developmental Disabilities to employment, vocational training, and other community activities. Scheduled and On-Demand services include extended days and hours of operation with cross-county mobility for Leon and Gadsden counties. Services will be available Monday-Sunday 6 am - 11 pm. Estimates providing 14,208 trips for this 2-county area.	\$359,510.00	\$323,559.00	\$323,559.00	Recommend funding contingent upon the recipient providing/coordinating non-ambulatory services as well. Project increases access to employment and other life-sustaining activities as well as cross-county mobility.	\$323,559.00
Monroe	i-Enable Solutions	TNC	Provide a door to door, ride share service to individuals with Intellectual and Developmental Disabilities to employment, vocational training, and other community activities. Scheduled and On-Demand services include extended days and hours of operation with cross-county mobility for Monroe County. Services will be available Monday-Sunday 6 am - 11 pm. Estimates providing 11,922 trips.	\$367,674.00	\$330,907.00	\$330,906.60	Do not recommend approval at this time. This applicant submitted 4 similar projects to be piloted in different areas (county/ies). The Committee recommended funding one project to pilot.	\$0.00
			Total Funds Requested	\$3,116,574.00	\$2,804,080.00	\$2,804,916.60		\$323,559.00

Total Amount of Available Funding

\$5,889,108.00

Remaining Balance

\$5,565,549.00

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: August 26, 2020

AGENDA ITEM:

VII. Review and Approval of 2020-21 Annual Regulatory Plan

BACKGROUND INFORMATION:

The Commission's Legal Counsel, Rachelle Munson, Office of Attorney General, will provide a review of Section 120.74(1)(d), Florida Statutes, and the attached Annual Regulatory Plan.

ATTACHMENTS:

2020-2021 Commission for the Transportation Disadvantaged Annual Regulatory Plan

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Approve the recommendations as provided in the plan.

ACTION TAKEN AT MEETING:

**Commission for the Transportation Disadvantaged
2020-2021 Annual Regulatory Plan**

Section 1

Laws Enacted or Amended within the previous 12 months which create or modify the duties or authority of the Commission.

Law	Mandatory rulemaking? Yes/No	Is rulemaking necessary? Yes/No	Notice of Development Published? Yes/No If Yes, Citation	Expected publication date for NPRM	If rulemaking is not necessary? Explain
None					

Section 2

Laws not listed above that the agency expects to implement by rulemaking by the following July 1.

Law	Is rulemaking intended to:	Simplify	Clarify/ Update	Increase efficiency	Improve coordination with other agencies	Reduce regulatory costs	Delete obsolete, unnecessary or redundant rules
427.011-427.017		x	x	x	x	x	x
427.013, 427.0159, 427.016	Amend Rule 41-2.014, F.A.C.	x	x	x	x	x	

**Section 3: Updates to the prior year's regulatory plan.
(120.74(1)(c), Florida Statutes)**

There are no updates to the prior year's regulatory plan.

Section 4: Certification.

Pursuant to Section 120.74(1)(d), Florida Statutes, I hereby certify that I have reviewed this Annual Regulatory Plan and that the Commission regularly reviews all of its rules to determine if the rules remain consistent with the Commission's rulemaking authority and the laws being implemented, with the most recent comprehensive review having been completed August 15, 2020.

/s/ Marion Hart

Marion Hart, Chair

Commission for the Transportation Disadvantaged

August 26, 2020

Date

/s/ Rachelle Munson

Rachelle Munson, Assistant Attorney General
Office of Attorney General

Commission for the Transportation Disadvantaged

August 26, 2020

Date

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: August 26, 2020

AGENDA ITEM:

VIII. Notice of Development of Rulemaking: 41-2.014, F.A.C.

BACKGROUND INFORMATION:

The Commission is exploring changes to the allocation methodology within the Trip and Equipment Grant Program in Rule 41-2.014, F.A.C. The Commission must issue a notice of development of rulemaking prior to developing and proposing amended language. Once the notice is issued, the Commission has one year to propose and codify amended language into rule.

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Approve the notice of development of rulemaking to begin the process of proposing amended language for Rule 41-2.014, F.A.C.

ACTION TAKEN AT MEETING:

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: August 26, 2020

AGENDA ITEM:

IX. Trip and Equipment Grant Funding Allocation Study

BACKGROUND:

The Commission for the Transportation Disadvantaged (CTD) conducted a study to explore changes to the Trip and Equipment Grant funding allocation methodology within Rule Chapter 41-2.014, F.A.C. CTD contracted with Thomas, Howell, Ferguson (THF) to serve as the independent consultant to facilitate the study. The study consisted of three objectives:

1. **An initial analysis report** – Published on June 2, 2020, this report provided an in-depth analysis of the current methodology and an exploration of datasets that could be applied to (or enhanced in) the funding formula.
2. **Stakeholder workshops** – THF assisted CTD in facilitating three public workshops on June 26, July 28, and August 7, 2020, to gather input from stakeholders on funding models for future consideration, which were presented in the initial analysis report. The workshops were held via GoToMeeting webinar and telephone conference. All information discussed during the public workshops, including the video recording from the webinars, were posted to the CTD Allocation Study website at: <https://ctdallocationstudy.com/>. Stakeholders were also encouraged to submit their feedback through this website.
3. **A draft final study report** – Published on August 20, 2020, the report summarizes the findings from the analysis, input received from stakeholders during the public workshops, and recommended changes to the allocation methodology for the Commission to adopt in rule, effective July 1, 2021.

The Commission will receive a presentation on the findings and recommendations of the study at the August 26, 2020 Business Meeting. The final study report can be accessed at <https://ctdallocationstudy.com/>.

Summary of Proposed Changes

The study proposes amending or adding four variables within the Trip and Equipment Grant allocation methodology. Each of these variables use more *precise* estimates or measures of inherent demand, service performance, and base funding. The study also recommends the Commission adopt a model that allocates a greater percentage of funding to the performance variable relative to the demand variable to incentivize the cost-effective provision of Trip and Equipment Grant funded services:

1. **TD Eligible Population (Demand Variable 5%)** – While the current methodology accounts for *total* population (including individuals who are not transportation disadvantaged), the study explores the U.S. Census Bureau's American Community

Survey 5-year estimates to consider allocating funding more directly to a county's TD eligible population (individuals living with a disability, persons living below poverty, and adults who are 65 or older).

2. **Centerline Miles (Demand Variable 5%)** – The study considers public road mileage data from the Federal Highway Administration as an alternative variable to county square miles within the current methodology. This would serve as a more precise measurement of a county's overall demand for transportation services by considering the miles traveled by residents to access activities within their community. CTD can accomplish this by allocating funding based on a county's share of statewide centerline miles.
3. **Trip and Equipment Grant Services (Performance Variable 30%)** – The current methodology measures performance of CTD funded services, but also accounts for *systemwide* trips and miles reported in the Annual Operating Report (AOR). At a more granular level, the study considers more directly allocating funds for the provision of non-sponsored TD services, which are reimbursed by the Trip and Equipment Grant program. The study examines invoice data submitted by Community Transportation Coordinators (CTCs) on "non-sponsored" services as an alternative (and more consistent) measurement of performance.
4. **Base Funding (Stability Variable 60%)** – While the current methodology provides a stabilizing component in the form of an absolute amount (i.e., a county's base amount from FY 1999-2000), it does not provide a minimum threshold of loss a county can anticipate from one year to the next. The study considers an alternative approach by updating the base amount each year based on a percentage threshold of the county's total allocated amount from the year immediately prior. The study also considers simplifying this approach by adding it as a variable within the formula.

The study provides additional recommendations, including a "phase-in" approach for the first year, to assist with the implementation of these proposed changes. These recommendations will be discussed in the presentation at the August 26, 2020, CTD Business Meeting.

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

The Commission should discuss and consider accepting the study's recommendations to adopt the proposed changes to the Trip and Equipment Grant allocation methodology within Rule 41-2.014, F.A.C. If the Commission accepts the report, it will begin the rule development process.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: August 26, 2020

AGENDA ITEM:

IV. and XII. Public Comments

BACKGROUND INFORMATION:

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes.

The Commission facilitates two "Public Comments" segments on its agenda. For participants interested in providing public comments, the Commission requests speakers complete the attached public comment form and return to David Darm prior to the meeting date at David.Darm@dot.state.fl.us. The chairman will call on speakers in the order public comment cards are received.

Participants planning to speak during the first public comments segment (Item IV.) of the agenda must direct their remarks to agenda items only. The Commission welcomes input on any topic during the second public comments segment (Item XII.) of the agenda. All speakers are limited to five minutes per public comment.

ATTACHMENTS:

Public Comment Form



Commission for the Transportation
Disadvantaged
PUBLIC COMMENT FORM

Instructions:

1. Complete comment form, including your address. PLEASE TYPE OR PRINT
2. Email comment card to David.Darm@dot.state.fl.us
3. The chairman will call on speakers in the order comment cards are received. Please indicate below whether you plan on participating via webinar or conference call.
4. Comments must be limited to five (5) minutes per speaker.

How will you be participating in the public workshop? Webinar _____ Phone _____

Name _____

E-Mail _____

Phone _____

Address _____

City _____

Zip Code _____ County _____

Representing _____

Subject _____

Support _____ Oppose _____ Neutral _____