

COMMISSION FOR THE TRANSPORTATION DISADVANTAGED



Business Meeting Agenda June 24, 2022 2:00 PM until Completion

*Dr. Phillip Stevens, Chairman
Christinne Gray, Vice-Chairwoman
Lillian Barrios, Commissioner
Don Elwell, Commissioner
Renee Knight, Commissioner
Dr. Robin Tellez, Commissioner*

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Item #	Agenda Item	Speaker(s)
I.	Call to Order	Chair Phil Stevens
II.	Pledge of Allegiance	Chair Stevens
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 Meeting Minutes <ul style="list-style-type: none">March 22, 2022May 24, 2022	Chair Stevens
VI.	FY 2022-23 Shirley Conroy Rural Area Capital Assistance Grant Recommendations	Vice-Chair Christinne Gray
VII.	FY 2022-23 Innovative Service Development Grant Recommendations	Commissioner Robin Tellez
VIII.	Commission Subcommittee Assignments	David Darm, Executive Director
	Information Items	
IX.	Executive Director Report	David Darm
X.	Commissioner and Advisor Reports	Commissioners and Advisors
XI.	Public Comments	Public
XII.	Commissioner and Advisor Closing Comments	Commissioners and Advisors
XIII.	Adjournment	Chairman Stevens
	Next Meeting: August 29, 2022, Orlando, FL	

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: June 24, 2022

AGENDA ITEM:

IV and XI 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 XIV.) of the agenda. All speakers are limited to five minutes per public comment.

ATTACHMENT:

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 _____

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: June 24, 2022

AGENDA ITEM:

V Approval of Minutes – March 22 and May 24, 2022

BACKGROUND INFORMATION:

The Commission held a business meeting via webinar and teleconference on March 22, 2022, and held an in-person meeting in Stuart, Florida, on May 24, 2022. The minutes for both meetings are attached to this analysis.

ATTACHMENTS:

- Meeting Minutes – March 22, 2022
- Meeting Minutes – May 24, 2022

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Approve Minutes from March 22nd and May 24th Commission Business Meetings.

MEETING SUMMARY

Commission for the Transportation Disadvantaged Commission Business Meeting

GoToMeeting Webinar
Conference Call Meeting
Tallahassee, Florida 32399

March 22, 2022
1:00 PM

<i>Commissioners Present</i>	<i>Commissioners Absent</i>
Dr. Phillip Stevens, Chair	Mike Willingham
Christinne Gray	
Renee Knight	
Dr. Robin Tellez	

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

Call to Order

Chair Stevens called the meeting to order. Executive Director David Darm called the roll. A quorum was present.

Pledge of Allegiance

Chair Stevens led the Pledge of Allegiance.

Welcome and Introductions

Chair Stevens invited the Commissioners and Advisors to introduce themselves. He informed participants that the meeting is being recorded and all feedback received, including comments within the webinar chat box, will be reflected in the meeting minutes.

Public Comments

All public comments regarded the funding options applied to the Trip & Equipment (T&E) Grant allocations for Fiscal Year (FY) 2022-23 (Agenda Item VII). During the February 16th Business Meeting, the Commission was presented with two options to consider in applying the performance data from the FY2019-20 grant cycle:

OPTION 1: Apply the full twelve months of the grant year, including the final four months (March – June 2020) that were impacted by COVID-19.

OPTION 2: Apply only eight months (July 2019 – February 2020) of the grant year, removing the months impacted by COVID-19.

The Commission tabled this discussion until the Legislature concluded its Regular Session in March, which would also allow stakeholders more time to review and comment on the options presented.

Chair Stevens read a letter presented by the Lisa Marciniak and David Rice, respectively representing the Health Council of South Florida [CTC for Monroe County] and the Local Coordinating Board for Monroe County, writing in support of OPTION 2.

Scott Clark, Hillsborough County Sunshine Line, spoke in support of OPTION 1. Though OPTION 2 is well intended, it results in unfair redistribution of funds to only two counties.

Mia Marin, representing Miami-Dade Department of Transportation and Public Works, spoke in support of OPTION 2.

Virginia Whittington, representing Metro Plan Orlando, spoke in favor of a third (alternative) option that was not being presented by CTD staff. She spoke in favor of maintaining the funding at the base level. She cited Rule 41-2.014(5)(e), F.A.C., which provides the Commission flexibility in determining what year of data to apply to the formula. She shared concerns about the impacts (under both options) to Orange, Osceola, and Seminole Counties.

Chair Stevens asked Ms. Whittington to clarify what she meant by “maintain funding at the base level.” Ms. Whittington recommended the Commission maintain the Base Funding Variable at 80% of the total appropriation, which the Commission applied as a one-year transition into the new formula.¹ Of the two options, she said Metro Plan would be in favor of OPTION 1, but she advocated for the Commission to consider this third option.

Kwentin Eastberg, representing Apalachee Regional Planning Council (RPC), requested for clarification from CTD staff whether the funding projections included the local match. David Darm said the projected allocations did not include the local match, only the state appropriation amount. Mr. Eastberg did not speak in favor or opposition of either option, but was concerned about the impacts of COVID-19 and Hurricane Michael.

Paul Strobis, representing Broward County Transit, spoke in favor of OPTION 2, which was recommended by the CTD staff. He responded to the comment about it only benefiting “two counties”, stating it treated everyone equally by not penalizing systems negatively impacted by COVID-19.

Julia Davis, representing Polk County TPO, thanked the Commission for providing an extra month for stakeholders to review the two options presented here today. On behalf of the CTC for Polk County, their preference is OPTION 1.

James Flaherty, representing Pasco County, spoke in favor of OPTION 1. He echoed comments about the concerns about the redistribution of funds to counties in South Florida. He said Pasco could fund an additional full-time position with the allocation amount provided under OPTION 1.

Michelle Arnold, representing Collier Area Transit, spoke in favor of OPTION 2, as recommended by CTD staff.

Approval of February 16, 2022 Meeting Minutes

Chair Stevens asked for a motion to approve the minutes from the previous meeting:

¹ Rule 41-2 provides the following weights to each of the variables: TD Population (5%), Centerline Miles (5%), Performance (30%), and Base Funding (60%).

ACTION TAKEN: Commissioner Knight moved, and Commissioner Gray seconded the motion, to approve the minutes from February 16, 2022. The motion carried unanimously.

Community Transportation Coordinator (CTC) Designation – Citrus County

Cayce Dagenhart, representing Hernando/Citrus MPO, presented the recommendation for Citrus County Board of County Commissioners (BOCC) to continue serving as the CTC for Citrus County.

ACTION TAKEN: Commissioner Knight moved, and Commissioner Gray seconded the motion, to approve Citrus County BOCC to serve as the CTC for Citrus County. The motion carried unanimously.

Application of Data to T&E Grant Funding Formula for FY22-23

Chair Stevens provided a recap on the two options discussed during the public comments. OPTION 1 applies all twelve months (July 1, 2019 – June 30, 2020) of the FY19-20 performance data, whereas OPTION 2 removes the last four months to account for COVID-19. He clarified that this was not intended to be a discussion revisiting the design of the funding formula, but rather a discussion on the data being applied to the Performance Variable. He recognized David Darm to provide a more in-depth overview of the options.

Mr. Darm echoed Ms. Wittington's observation that the Base Variable was weighted at 80% for the first year of implementation (July 1, 2021 – June 30, 2022), which was intended to allow systems sufficient time to transition into the new formula. Though the Florida Legislature reduced the budget to the T&E Grant for FY21-22, the cuts were not fully realized because of the higher weight assigned to the Base Variable (80%) for the first year of implementation. The good news is the Legislature included an additional \$2 million for the upcoming fiscal year.

Mr. Darm explained the projected allocations are largely influenced by the increased weight assigned to the Performance Variable (from 15% to 30%). The variable is based on the trips, miles and bus passes directly reimbursed under the T&E Grant. This does not include other trips purchased by any other agency.² The reason the Southern counties were more negatively impacted under OPTION 1 was because of the inability to invoice for bus passes during the pandemic: many of the transit systems provided fare-free bus services, which eliminated the need for fare subsidies. Mr. Darm recommended the Commission approve OPTION 2 to offset these losses, which were not in the control of the impacted CTCs. On the other hand, Mr. Darm said there were good arguments for OPTION 1 for being given credit for the trips that were invoiced to the T&E Grant during March through June 2020.

Chair Stevens reiterated a point that was made at the previous meeting: even though CTCs could not invoice for bus passes, services continued to function, just fare-free. He wanted to do a rollcall to see where the other commissioners were on the options:

- Commissioner Stevens was hesitant about removing data from consideration (OPTION 2), though he understood these were circumstances outside the control of the CTC.
- Commissioner Gray was leaning more toward OPTION 1, which ensured more CTCs get credit for trips provided during the first four months of the pandemic.
- Commissioner Knight was in favor of OPTION 1. She echoed the comments that were made by Scott Clark regarding the redistribution of funds to South Florida.

² Other funding sources may include the Agency for Health Care Administration, which administers the Non-Emergency Transportation program, and the Agency for Persons with Disabilities).

- Commissioner Tellez asked if Mr. Darm could provide the amount of rescue funding the Southern counties received during that same time. Mr. Darm said Miami-Dade received \$825,000, Broward received a nominal amount, and Palm Beach received \$462,000. Commissioner Tellez was in favor of OPTION 1.

Chair Stevens asked for a motion to approve an option.

ACTION TAKEN: Commissioner Gray moved, and Commissioner Knight seconded the motion, to apply the full twelve months of FY19-20 performance data (OPTION 1) to the Trip & Equipment Grant allocations for Fiscal Year 2022-23, contingent on approval of the General Appropriations Act. The motion carried unanimously.

Mr. Darm clarified that the projections will be subject to nominal changes after the new Census data is released.

This concludes the action items for the agenda.

Legislative Wrap-Up and Executive Director Report

David Darm provided a summary of the budget issues that impacted the CTD during the 2022 Legislative Session, which concluded on March 13th. The Commission originally requested \$10 million in additional budget authority; the Legislature agreed to provide \$6 million in additional authority instead, which he said was still a “win” for the TD Program. Mr. Darm believed this outcome was greatly influenced by the stakeholder advocacy that occurred during Public Transportation and Transportation Disadvantaged Day at the Capitol. It was a good example of coordination of information and education on the impacts of the budget.

Mr. Darm provided an update on the Innovative Services Development (ISD) Grant, which (if approved by the Governor) is funded at \$4 million for Fiscal Year 2022-23. The grant application was announced in March and the Commission will be facilitating two webinars between now and May 13th (the application deadline). He also updated the Commission on the status of the Annual Operating Report (AOR) Redesign project, which has been delayed due to competing priorities with the Session and ISD Grant – he had hoped that they would begin the project with a public workshop in the next few months. He announced an upcoming Vision Summit that will be held in Stuart, Florida, in conjunction with the May Commission Business Meeting. The purpose of the summit is twofold: provide an orientation of the TD Program, for the benefit of new commissioners and stakeholders, and facilitate a stakeholder round table discussion, identifying critical issues for the future of the Coordinated System. He hoped this dialogue would help the system explore strategies that could address the workforce shortages and other complex problems impacting TD services.

Chair Stevens asked if the ISD training workshops and Vision Summit would be held in-person or webinar (or both). Mr. Darm said the training workshops would be held through a virtual webinar. However, the Vision Summit will likely only be held in-person due to concerns over technology.

Mr. Darm discussed two additional initiatives. The CTD Rider & Stakeholder Relations Subcommittee will be exploring communication strategies to improve awareness of the TD Program and increase the Commission’s online presence. The other initiative will be a year-long campaign, called Project “GROW”, to improve the knowledge and skills of the Coordinated System Workforce.

Commissioner and Advisor Reports

Advisor Stutts provided a report on behalf of the Florida Department of Transportation (FDOT). She invited stakeholders to participate in FDOT’s upcoming public workshops on its transit and rail plans.

The FDOT Transit Office has also launched a new weekly newsletter, which Advisor Stutts welcomed requests to be added to the list serv.

Chair Stevens asked Advisor Stutts how to get on the list serv. She invited people to send her their email address or contact the FDOT District 7 headquarters to request being added to the list. Chair Stevens also asked if the FDOT workshops would be in-person or virtual. Advisor Stutts said they would be held in-person around the state, but they would also hold virtual meetings.

Public Comments

There were no public comments received.

Closing Remarks and Adjournment

Chair Stevens wanted to make the record known that Rachelle Munson, CTD General Counsel, was present in the meeting. He thanked all public commenters for the spirited, thoughtful discussion on the application of data to the formula. He asked for a motion to adjourn:

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Knight seconded the motion, to adjourn the meeting. The motion carried unanimously.

Minutes compiled by David Darm.

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**

Martin County Board of County Commissioners
2401 SE Monterey Road
Stuart, Florida 34996

May 24, 2022
9:30 AM

<i>Commissioners Present</i>	<i>Commissioners Absent</i>
Dr. Phillip Stevens, Chair	
Lillian Barrios via webinar	
Christinne Gray via webinar	
Don Elwell	
Renee Knight	
Dr. Robin Tellez	

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

Call to Order

Chair Stevens called the meeting to order. Executive Director David Darm called the roll. A quorum was present.

Pledge of Allegiance

Chair Stevens led the Pledge of Allegiance.

Welcome and Introductions

Chair Stevens invited the Commissioners and Advisors to introduce themselves. He informed participants that the meeting is being recorded and all feedback received, including comments within the webinar chat box, will be reflected in the Meeting Minutes.

Public Comments

Julia Davis, representing Polk County Transportation Planning Organization (TPO), shared concerns about the CTD Planning Grant Program. Planners are responsible for a variety of activities, not just the Transportation Disadvantaged program. Planners have more resources (other funding) to support these activities, but the grant provides very little funding to sufficiently support the expectations of the Coordinated System.

Martin County Welcome and Presentation

Merritt Mattheson, Mayor of the City of Stuart, provided a welcome. He is the chair of the Local Coordinating Board (LCB) and visually impaired, understanding the needs of riders of the TD Program. He thanked the Commission for the work of supporting critical mobility needs in the community.

Beth Beltran, representing Martin County Metropolitan Planning Organization (MPO), recognized her colleague, Ricardo Vazquez, for providing technical support to assist the Commission in facilitating both this meeting and the Vision Summit on May 23, 2022. She introduced Senior Resource Association (SRA), which is the CTC for Martin County.

Karen Deigl, CEO of SRA, thanked the CTD staff for coordinating the Vision Summit and other upcoming stakeholder sessions. She also appreciated their collaboration with the Martin MPO. SRA is also the CTC for Indian River County and has been providing transit/paratransit services for over 40 years. It also serves as the lead senior service transportation agency, delivering meals-on-wheels, adult day care trips, etc. As the CTC for a neighboring county, SRA stepped in on an emergency basis to serve as the CTC for Martin County in 2018. Since then, SRA has been the lead on several innovative projects within the Treasure Coast region, including the Advantage Ride program.

Chris Stephenson, SRA Transportation Director, discussed SRA's TD Community Coach program. Individuals must be a senior (65 years or older), disabled, and/or below 100 percent of federal poverty, as well as have no means of transportation, to qualify for these services. Eligible participants are limited to three round trips per week due to funding limitations. He provided some summary statistics on SRA's TD services:

- Average age of passengers is 78 years old.
- Average distance of a trip is 9.6 miles.
- SRA works with 4 transportation vendors, totaling 32 vehicles, with a 92% on-time performance.
- Only 0.13% of trips receive a complaint.
- An average 512 trip requests per month are made to the SRA call center.
- Majority of trips support dialysis, grocery store and employment sites.

Funding and ridership have gone down over the last two years, which Mr. Stephenson attributed to the Commission's new funding formula for the Trip & Equipment (T&E) Grant as well as limited local funding to exceed the 10% (minimum) match to the state funds.

Mr. Stephenson also discussed two pilot projects being facilitated by SRA. The Indiantown Shuttle is funded under the federal 5310 Grant program and provides trips for TD riders in Indiantown to access grocery stores in Stuart on the weekends. The ridership has increased since the pilot began services in April 2020. The other pilot is the Treasure Coast Advantage Ride Project, which is a partnership between SRA and St. Lucie County to coordinate transportation services to individuals with developmental disabilities in Martin, Indian River, St. Lucie and Okeechobee Counties. The pilot was funded under the CTD Innovative Services Development (ISD) Grant and Florida Developmental Disabilities Council (FDCC), then continued being funded by St. Lucie County after the ISD funding was repealed for one year. SRA has applied to continue the project under the restored ISD Grant program for FY22-23. The purpose of the project is to support employment and educational trips.

Ms. Deigl and Mr. Stephenson concluded the presentation by recognizing the collaboration between SRA and the LCB, under the leadership of Mayor Mattheson.

Chair Stevens appreciated the presentation, especially seeing the “boots on the ground” perspective.

Approval of March 22, 2022 Meeting Minutes

The meeting minutes from March 22nd were not completed in time for the publication of the May 24 Business Meeting agenda packet. Chair Stevens asked for a motion to table this action item until the next Commission Business Meeting in June.

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Gray seconded the motion, to table the minutes. The motion carried unanimously.

Community Transportation Coordinator (CTC) Designations

Chair Stevens recognized representatives from the Designated Official Planning Agency (e.g., MPO, RPC, etc.) for each of the counties to present their recommendations for the CTC of their respective designated service area (i.e., county).

Charlene Burke, representing Broward County MPO, presented the recommendation for Broward County BOCC to continue serving as the CTC for Broward County.

ACTION TAKEN: Commissioner Elwell moved, and Commissioner Tellez seconded the motion, to approve Broward County BOCC to serve as the CTC for Broward County. The motion carried unanimously.

Kwentin Eastberg, representing Apalachee Regional Planning Council (RPC), presented the recommendation for Gulf County ARC to continue serving as the CTC for Franklin County which will be doing business as “ARC on the Gulf, Inc.”

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Knight seconded the motion, to approve Gulf County ARC as the CTC for Franklin County. The motion carried unanimously.

Chair Stevens encouraged Mr. Eastberg to ensure all documentation reflects the name change.

Mr. Eastberg presented the recommendation for Big Bend Transit to continue serving as the CTC for Gadsden County.

ACTION TAKEN: Commissioner Knight moved, and Commissioner Elwell seconded the motion, to approve Big Bend Transit as the CTC for Gadsden County. The motion carried unanimously.

Mr. Eastberg presented the recommendation for Gulf County ARC, d/b/a “ARC on the Gulf, Inc.”, to continue serving as the CTC for Gulf County.

ACTION TAKEN: Commissioner Gray moved, and Commissioner Knight seconded the motion, to approve Gulf County ARC as the CTC for Gulf County. The motion carried unanimously.

Mr. Eastberg presented the recommendation for Liberty County BOCC to continue serving as the CTC for Liberty County.

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Elwell seconded the motion, to approve Liberty County BOCC as the CTC for Liberty County. The motion carried unanimously.

Margo Moehring, representing Northeast Florida RPC, presented the recommendation for Nassau County Council on Aging to continue serving as the CTC for Nassau County.

ACTION TAKEN: Commissioner Elwell moved, and Commissioner Knight seconded the motion, to approve Nassau County Council on Aging to serve as the CTC for Nassau County. The motion carried unanimously.

Howard Vanselow, representing West Florida RPC, presented the recommendation for Okaloosa County BOCC to continue serving as the CTC for Okaloosa County.

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Knight seconded the motion, to approve Okaloosa BOCC as the CTC for Okaloosa County. The motion carried unanimously.

Gregory Gabriel, representing Palm Beach Transportation Planning Agency, presented the recommendation for Palm Beach BOCC to continue serving as the CTC for Palm Beach County.

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Elwell seconded the motion, to approve Palm Beach BOCC as the CTC for Palm Beach County. The motion carried unanimously.

Rob Feigel, representing Forward Pinellas, presented the recommendation for Pinellas Suncoast Transit Authority (PSTA) to continue serving as the CTC for Pinellas County.

ACTION TAKEN: Commissioner Elwell moved, and Commissioner Tellez seconded the motion, to approve PSTA to serve as the CTC for Pinellas County. The motion carried unanimously.

Lynn Godfrey, representing North Central Florida RPC, presented the recommendation for Big Bend Transit to continue as the CTC for Madison County.

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Elwell seconded the motion, to approve Big Bend Transit as the CTC for Madison County. The motion carried unanimously.

Election of Vice-Chair

Each year, the Commission is required to elect a vice-chair. Chair Stevens served in this role until he succeeded Marion Hart as Commission Chair. Chair Stevens asked for a nomination.

Commissioner Tellez recommended Christinne Gray to serve as the new Vice-Chair to the Commission. Chair Stevens asked Commissioner Gray if she would be willing to serve. Commissioner Gray expressed great appreciation for the opportunity.

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Knight seconded the motion, to elect Christinne Gray as the Vice-Chairwoman of the Commission. The motion carried unanimously.

This concludes the actions items of the agenda.

Executive Director Report

David Darm provided an update on the ISD Grant program. The Commission received 11 applications, requesting a total of \$5.8 million. As the Legislature only appropriated \$4 million for FY22-23, the Commission will have to reject and/or adjust funding requests this year. Commissioner Tellez will be chairing the review subcommittee, which will make its recommendations to the full Commission in June. He said the Shirley Conroy Grant Subcommittee (which is chaired by Vice-Chair Gray) will also make recommendations on capital equipment projects for FY22-23. The Commission discussed plans to meet on Friday, June 24, at 2:00pm, to approve both ISD and Shirley Conroy Grant projects.

Mr. Darm also provided a summary of the Vision Summit on May 23, 2022. The event consisted of an orientation of the TD Program as well as a round table discussion on the future of the Coordinated System. Stakeholders were invited to provide input on various topics, including the workforce shortage crisis, impacting drivers and other essential workers. Mr. Darm stated the demand for paratransit service is continuing to rise, which may exceed pre-COVID levels (February 2020) by 2023. This is a major concern as drivers and other essential workers continue to be in short supply, causing service delays and disruptions in meeting the growth in demand. The Commission will continue exploring strategies to assist the system in addressing these concerns, including hosting workforce development sessions at its annual conference in August 2022.

In addition to the workforce issue, summit participants discussed the rate model and new funding formula within the Trip & Equipment (T&E) Grant. There were concerns raised about the new formula's exclusive use of T&E (rate) funded trips, not accounting for the other non-T&E trips coordinated by the CTC.³ Mr. Darm stated the Commission's forthcoming redesign of the Annual Operating Report (AOR) may help address these concerns, once the data has been determined valid. He anticipated the AOR will be the priority focus for the summer leading up to the Commission's annual conference. Though the new formula has been adopted, Mr. Darm expressed that there is room for adjustments, such as the data within the Performance Variable.

Mr. Darm concluded with a discussion of the Project GROW campaign to improve the knowledge, skills and best practices within the Coordinated System. He believed the TD Program was about to experience a "renaissance" in being once again a national leader in mobility and coordination.

Chair Stevens was in favor of a periodic reassessment of the formula. Though the "knobs" should not be adjusted too frequently, he believed there should be flexibility in making reasonable adjustments to improve the services to the end-user.

Chair Stevens asked Mr. Darm how the Commission would be capturing the feedback from the Vision Summit. Mr. Darm said CTD staff will provide a summary by the next Commission Business Meeting. He welcomed additional comments and notes that could be included for future dialogue. In terms of follow-up, Mr. Darm said each topic could be addressed in a different way. For example, the Commission could host a public workshop on the rate model, while enlisting help from the workforce development system to hold sessions on driver recruitment and retention.

Commissioner and Advisor Updates

Advisor Liz Stutts provided an update on behalf of the Florida Department of Transportation (FDOT). Jared Purdue was recently appointed as the new Secretary. FDOT is co-sponsoring the Professional Development Workshop in June, which will include several sessions on workforce development

³ Such as Medicaid and other human service agencies serving segment of the TD Population.

issues discussed during the Vision Summit. She provided an update on the supply shortages of vehicle parts, anticipating some systems will experience delays through 2024. Lastly, she encouraged stakeholders to submit nominations for the Paratransit Technician of the Year Award.

Chair Stevens asked how the Paratransit Technician Award is advertised. Advisor Stutts said it is shared by the Florida Public Transportation Association.

Chair Stevens reiterated the importance of collaboration over the topic of workforce development. This is a universal problem impacting many industries. He looked forward to the Commission working with FDOT and other agencies to coordinate these efforts.

Public Comments

There were no public comments received.

Closing Remarks and Adjournment

Commissioner Lillian Barrios introduced herself to the Commission. She is visually impaired and has used paratransit services in several areas in the state. She has a background in public health and looked forward to working with the Commission.

Chair Stevens called for a motion to adjourn the meeting.

ACTION TAKEN: Commissioner Knight moved, and Commissioner Tellez seconded the motion, to adjourn the meeting. The motion carried unanimously.

Minutes compiled by David Darm.

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: June 24, 2022

AGENDA ITEM:

VI Fiscal Year 2022-23 Shirley Conroy Rural Area Capital Assistance Grant Recommendations

BACKGROUND

The Florida Department of Transportation (FDOT) 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.

The Fiscal Year 2022-23 Grant Application packages were emailed to eligible applicants on April 18, 2022, with a deadline of May 20, 2022. Nineteen applications were submitted, requesting a total of \$2.3 million in grant funding.

The Shirley Conroy Rural Area Capital Assistance Program Grant Subcommittee met virtually on June 14, 2022. In attendance were Commissioner Christinne Gray (Subcommittee Chair), Agency Advisors Erin Schepers and Tony Brandin (FDOT), Kent Carroll (APD), and Diane Harris (DCF). CTD staff David Darm, Karen Somerset, John Irvine, Dan Zeruto, Sheri Powers, Kyle Mills, and Cecile Del Moral also participated in the meeting. The subcommittee reviewed all capital equipment requests and the award recommendations are attached.

ATTACHMENTS:

- Fiscal Year 2022-23 Shirley Conroy Rural Area Capital Assistance Grant Award Recommendations

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Recommend the Commission approve the grant award recommendations by the Shirley Conroy Rural Area Capital Assistance Grant Subcommittee.

2022-23 Shirley Conroy Rural Area Capital Assistance Program Grant Summary								
County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Committee Recommendations	Rec. Funding Amounts
Alachua	MV Contract Transportation, Inc.	For Profit 21.2%	Two 23' cutaway vehicles with lifts and safety equipment @ \$80,817.58 each. Expansion of fleet.	\$161,635.16	\$145,471.64	\$16,163.52	Not recommended. Fleet expansion.	\$0.00
Baker	Baker County Council on Aging, Inc.	Non-Profit 59.5%	CTS TripView camera system to provide live-streaming capabilities for each vehicle. 3 - Three-Camera System 22 - Four-Camera System Requests waiver of match.	\$37,225.00	\$37,225.00	\$0.00	Fund as requested.	\$37,225.00
Bradford	Suwannee River Economic Council, Inc.	Non-Profit 75.5%	One 23' cutaway vehicle with lift and safety equipment - replacement vehicle. Requests waiver of match.	\$75,413.00	\$75,413.00	\$0.00	Not recommended. Vehicle being replaced has not met its useful life.	\$0.00
Columbia/ Hamilton/ Suwannee	Suwannee Valley Transit Authority	Government 69.3%	Two 23' cutaway vehicles with lift and safety equipment @ \$115,126 each. Replacement vehicles. Requests waiver of match.	\$230,252.00	\$230,252.00	\$0.00	Recommend funding one replacement vehicle.	\$87,126.00
DeSoto/Hardee/ Highlands/ Okeechobee	MTM Transit, LLC	For Profit 32.2%	Four 23' cutaway vehicles with lifts and safety equipment at \$75,712 each. Expansion of fleet.	\$302,848.00	\$272,563.00	\$30,285.00	Not recommended. Fleet expansion.	\$0.00
Dixie	Suwannee River Economic Council, Inc.	Non-Profit 77%	One 23' cutaway vehicle with lift and safety equipment - replacement vehicle. Requests waiver of match.	\$74,862.00	\$74,862.00	\$0.00	Fund as requested.	\$74,862.00
Escambia	Escambia County BOCC	Government 8.3%	Two 22' cutaway vehicles with lift and safety equipment @ \$73,559 each. Expansion of fleet.	\$147,118.00	\$132,406.00	\$14,712.00	Not recommended. Fleet expansion.	\$0.00

2022-23 Shirley Conroy Rural Area Capital Assistance Program Grant Summary								
County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Committee Recommendations	Rec. Funding Amounts
Flagler	Flagler County BOCC	Government 10.3%	Upgrade vehicle video monitoring software making it possible to quickly retrieve video data from anywhere. It will also provide data on the vehicle's path, speed and downtime. Requests waiver of match.	\$24,908.00	\$24,908.00	\$0.00	Fund as requested.	\$24,908.00
Gulf	ARC on the Gulf, Inc.	Non-Profit 77.1%	Two 26' cutaway vehicles with lifts and safety equipment at \$82,098 each. Replacement vehicles. Requests waiver of match.	\$164,196.00	\$164,196.00	\$0.00	Fund as requested.	\$164,196.00
Hendry/Glades	Hendry County Board of County Commissioners	Government 46%	1) Two low-floor minivans at \$64,459 each. Replacement vehicles. Requests waiver of match.	\$128,918.00	\$128,918.00	\$0.00	Fund as requested.	\$128,918.00
Jackson	Jackson County Transportation	Non-Profit 75.4%	2-way Radio System to include: 31 - 2-Way Mobile Radio 1000 Channel UHF Pckg for vehicles includes mounting hardware, cables, blue tooth accessory kits (30). Two 2-way repeater base radio pckg includes hardware, cables. Five hand-held radios includes hardware/chargers. Requests waiver of match.	\$74,818.00	\$74,818.00	\$0.00	Fund as requested.	\$74,818.00
Leon	City of Tallahassee-StarMetro	Government 12.3%	One 23' cutaway vehicle with lift and safety equipment. Expansion of fleet.	\$98,663.00	\$88,796.00	\$9,867.00	Not recommended. Fleet expansion.	\$0.00

2022-23 Shirley Conroy Rural Area Capital Assistance Program Grant Summary								
County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Committee Recommendations	Rec. Funding Amounts
Levy	Levy County Board of County Commissioners	Government 92%	Fleet Maintenance Equipment: 1) Brake Lathe Pckg with Cutting Head, Trolley, Accessories and 6 adaptors - \$18,375.25 2) 80-gallon Screw Air Compressor with Dryer - \$7,885 3) Fully automatic A/C recovery machine - \$4,292 4) Performance Swing-Arm Tire Changer - \$10,324.31 5) Road Force Elite Tire Balancer - Economy MD collet kit for medium duty applications - \$19,433.56 Requesting waiver of match.	\$60,310.12	\$60,310.12	\$0.00	Fund as requested.	\$60,310.00
Liberty	Liberty County Board of County Commissioners	Government 100%	Two minivans at \$32,450 each. Replacement vehicles. Requests waiver of match.	\$64,900.00	\$64,900.00	\$0.00	Fund as requested.	\$32,450.00
Okaloosa	Okaloosa County Board of County Commissioners	Government 12.1%	Two 23' cutaway vehicles with lift and safety equipment. Replacement vehicles.	\$189,998.00	\$170,998.00	\$19,000.00	Fund as requested.	\$170,998.00
Putnam	Ride Solution, Inc.	Non-Profit 56.2%	Two 23' cutaway vehicles with lift, signage and safety equipment - replacement vehicles. Requests waiver of match.	\$230,752.00	\$230,752.00	\$0.00	Not recommended. Vehicles being replaced have not met its useful life.	\$0.00
Santa Rosa	Tri-County Community Council, Inc.	Non-Profit 21%	Two low-floor minivans @ \$71,732 each. Expansion of fleet. Not eligible for match waiver.	\$143,464.00	\$129,118.00	\$14,346.00	Not recommended. Fleet expansion.	\$0.00

2022-23 Shirley Conroy Rural Area Capital Assistance Program Grant Summary								
County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Committee Recommendations	Rec. Funding Amounts
Union	Suwannee River Economic Council, Inc.	Non-Profit 67.4%	One 23' cutaway vehicle with lift and safety equipment - replacement vehicle. Requests waiver of match.	\$75,413.00	\$75,413.00	\$0.00	Fund as requested.	\$75,413.00
Walton	Tri-County Community Council, Inc.	Non-Profit 63.1%	Two low-floor minivans at \$71,732 each. Replacement vehicles. Requests waiver of match.	\$143,464.00	\$143,464.00	\$0.00	Fund as requested.	\$103,464.00
Totals					\$2,324,783.76			\$1,034,688.00
Available Funding =					\$1,400,000.00	Remaining Bal of Avail Funds		\$365,312.00

<i>Funding for anticipated vehicle price increase</i>	<i>\$365,312.00</i>
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State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: June 24, 2022

AGENDA ITEM:

VII. Fiscal Year 2022-23 Innovative Service Development (ISD) Grant Recommendations

BACKGROUND

The ISD Grant is administered by the Commission under Rule 41-2.014, F.A.C., and is a competitive grants program which provides funding to Community Transportation Coordinators (CTCs) to test new service projects that enhance access to the TD Population. During the 2022 Session, the Florida Legislature restored a portion of the funding that was repealed under the Multi-Use Corridors of Regional Economic Significance (M-CORES) program in FY21-22. The General Appropriations Act (GAA) provides:

- \$4 million is appropriated to the ISD Grant program for Fiscal Year 2022-23 (July 1, 2022 – June 30, 2023).
- ISD Projects can support multiple goals, but must enhance access to services, provide cross-county mobility, and/or connect riders to the public transportation systems.
- Transportation Network Companies (TNCs) are not eligible to be a direct recipient of the grant program this year; however, CTCs are encouraged to utilize “non-traditional” providers as part of the delivery of services.
- The services must be “cost effective” to the program and “cost efficient” to the rider.
- The GAA proviso imposes limits on the number of projects (one per county) and amounts that can be awarded for a project (\$750,000 for a single county and \$1.5 million for a multi-county project).

The Commission contracted with Thomas Howell Ferguson (THF) to assist in the implementation of this year’s grant application and review process, which began in March 2022. Specifically, THF conducted analyses of both past year ISD Grant data and invoice data reported under the Trip & Equipment (T&E) Grant, to help in determining whether a project is “innovative”.¹ THF also assisted CTD in facilitating two training workshops and providing feedback on proposals that were submitted for the “Early Bird” deadline in April. The submission deadline for applications was May 13, 2022.

CTD received eleven (11) applications, requesting approximately \$5.8 million, for the FY22-23 grant cycle. The ISD Grant Subcommittee met via webinar on June 2nd and 16th, 2022, to review and recommend projects for approval by the full Commission. The subcommittee members included Commissioner Robin Tellez (Chair) and Agency Advisors Gabrielle Matthews (FDOT), Krysta Carter (DOEA), and Kent Carroll (APD). Also in attendance were CTD and THF staff: David Darm, Karen Somerset, Cecile Del Moral, Kyle Mills, Dan Zeruto, John Irvine, Sheri Powers, Jeff Barbacci and Casey Perkins. David Darm led the discussion by presenting an overview of each proposed project, including findings from the analyses conducted by THF. The subcommittee reviewed all proposals and evaluated each application using a scoring rubric as a guide.

¹ CTD defines an innovative service as “doing something in a new or improved way that enhances an eligible rider’s mobility.”

The ISD Subcommittee recommends the Commission approve 8 of the applications, with three adjustments, to award a total amount of \$4 million in ISD Grant funding. The recommendations are attached to this analysis as well as a summary spreadsheet of all proposals that were submitted this year. In addition to this information, Thomas Howell Ferguson will present a final report in June 2022, which will include performance analyses of ISD Grant projects and applications.

ATTACHMENTS:

- Subcommittee Recommendations
- ISD Grant Review Summary FY2022-23

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Accept the subcommittee's recommendations and approve \$4 million for Innovative Service Development Grant projects for Fiscal Year 2022-23.

Florida Commission for the



**Transportation
Disadvantaged**

**Innovative Service
Development Grant Program
Fiscal Year 2022-2023**

**Review Subcommittee
Recommendations**

June 15, 2022

Subcommittee Objectives



REVIEW EACH
APPLICATION



EVALUATE AND RANK
EACH PROPOSAL



RECOMMEND
FUNDING

Remember, it's got to be "innovative!"

Innovation is:

"Turning an idea into a solution that adds value from a customer's perspective"

Nick Skillicorn
@improvides

idea to value.com



How Do We Measure Added Value?

A project must demonstrate a new or improved way of delivering TD services that “enhance an eligible rider’s mobility.”

“New” can be measured by verifying that the service is not funded under the Trip & Equipment (T&E) Grant, such as:

- Contracting with a TNC or non-traditional provider
- Creating new cross-county or after-hours services, currently unavailable under local TD program.

ISD funds shall NOT supplant existing T&E Grant: simply providing more trips is *not* “innovative”.

“Improved” can include targeting an underserved population, enhancing on-time performance, increasing access to fixed route.

Recommended Projects

County	Project	Funding Request
Bay	Corridor Connector	\$286,074
Hernando	Veterans Service/Connector	\$135,000
Indian River/St. Lucie	Advantage Ride Program	\$1,350,000
Leon	TNC Pilot Project	\$252,298
Martin	Dialysis Patient Access Project	\$675,000
Monroe	Extension of Miami-Dade Service	\$93,870
Pinellas/Hillsborough/Pasco	Regional Pilot/Weekend, After-Hours, Same-Day On-Demand	\$1,343,610
Wakulla/Leon	iEnable On-Demand Pilot	\$1,015,951
TOTAL Funding Request		\$5,151,803
Remaining Balance		-\$1,151,803

Adjustment Recommendation

Counties	Recommendation	Adjusted Amount
Wakulla/Leon	Reduce iEnable Project to the amount it received FY20-21 for a similar project in Escambia and Santa Rosa Counties	\$313,688
Pinellas/Hillsborough/Pasco	Reduce Tampa Bay project to an even million-dollar amount.	\$1,000,000
Indian River/St. Lucie	Allocate remaining funding to Advantage Ride, which is the strongest proposal of the three.	\$1,244,070

Projects Not Recommended

County	Project	Funding Request
DeSoto/Hardee/Highlands/ Okeechobee	Dialysis/Cancer Treatment	\$225,000
Flagler	Dialysis Treatment Project	\$419,510
Lafayette	Big Bend Technical College Service	\$38,716
TOTAL Funding Request		-\$683,226
Remaining Balance (with Adjustments)		\$0

A special thank you to the “no’s” on this list – without them, this program would not be truly competitive. The subcommittee appreciates the intention behind each of these projects, but their proposals need improvement in articulating how they can be considered “new” or “added value” to the TD Program. CTD will provide technical assistance to grant applicants in FY22-23 to help improve future proposals, including the three projects that were not recommended for this year.

Additional Considerations

- All projects must demonstrate an “innovative human service”:
 - A proposal does not have to provide a “new” project or serve a new population to be considered “innovative” (e.g., Martin County’s Dialysis Patient project).
 - How does the project add value to the current TD services provided in the area?
- Improvement is needed in developing budgets and estimates across all applications to justify funding requests.
- Most projects have strong objectives (i.e., increased access to TD), but need to differentiate these services from those funded by other sources.
- Data analyses is critical to effectively evaluate proposals – approved projects should have performance measures tied to invoice data (i.e., trips, unduplicated passengers, destinations, etc.) to improve accountability.
- Projects utilizing TNCs should require “scheduled pick-up/drop-off times” on invoice to measure on-time performance.

Additional Considerations

- Future applications should include clear, concise goals:
 - Projects can support multiple goals but should have a singular objective. Example: Monroe Extended Service meets *two* ISD goals (cross-county and increased access) but offers *one* service (morning trips into Miami-Dade County).
 - Conversely, Hernando and the Tampa Bay proposals have too many objectives, which present challenges in the evaluation process.
- Rejected proposals should explore other funding sources, such as FDOT or CareerSource (e.g., Lafayette's access to Big Bend Technical College).
- Service rates should be carefully examined to measure cost-effectiveness of approved projects.
- Some projects appear reliant on contracted services, such as Tampa Bay and Wakulla Counties, raising concerns about managing service demands.



Performance Considerations

CTD will continue to analyze T&E and ISD Grant data as part of the application review process.

Performance measures should be tied to ISD Grant invoice:

- If data are not included on the template (e.g., surveys), the recipient should submit as part of their reimbursement.
- Projects should include “scheduled time” to measure on-time performance and TNC utilization.

Grant recipients should present performance outcomes at CTD Business Meeting or Subcommittee Workshop.



To All Who Applied and Reviewed

2022-23 Innovative Service Development Grant Applications

Projects Recommended for Funding

Service Area	Applicant Name	Project Description	Total Project Cost (100%)	TD Dollar Amount (90%)	Committee Comments	Recommended Funding Amount (90%)
Bay	Bay County BOCC	Provide a rider's-choice, on-demand connector service to a fixed route system, utilizing a Transportation Network Company (TNC) and/or Bay County Public Transit System (BCPTS). The service would consist of a corridor running along North Highway 231 between Panama City Mall and Highway 20. Based on demand and funding availability, BCPTS is requesting the flexibility within this project scope to adjust service hours and days, if necessary	\$317,860.00	\$286,074.00	New project application (has not been funded under ISD in prior years). Proposal well-written, including strong evidence of need. Recommend approval at requested amount.	\$286,074.00
DeSoto, Hardee, Highlands and Okeechobee	MTM Transit, LLC	Provide direct, non-shared rides to immune compromised individuals to and/or from dialysis and/or cancer treatment.	\$250,000.00	\$225,000.00	Similar project funded in FY19-20. Incomplete application, lacking support to justify budget and estimates. Proposal does not meet the criteria as an "innovative" service: these services are currently provided (though limited) under TD Program and unclear how it measures "added value" beyond more one-on-one. Do not recommend approval.	\$0.00
Flagler	Flagler Co BOCC	Provide dialysis transportation Monday-Friday, with expanded hours of service, to accommodate transportation needs for treatment. Project intended to reduce wait and travel times for riders.	\$466,122.00	\$419,510.00	Same project funded in FY2019-20 and 20-21. Flagler continued providing service after MCORES repeal. Similar services are provided under Trip & Equipment (T&E) Grant program. Project does not meet criteria of "innovative" - not a new service, nor is it clear how the service "adds value" beyond providing additional trips to dialysis. Do not recommend approval.	\$0.00
Hernando	Mid Florida Community Services	Expand operating hours and days to all areas of Hernando County, including rural areas, to one or two days per week. Transportation can also be provided to 3 connector stops for the fixed route service allowing travel into Pasco County. The project also includes a Veterans Reduced Fare Program, which can support trip purposes in addition to a daily shuttle to James Haley VA Hospital in Tampa (Mon-Fri).	\$150,000.00	\$135,000.00	Recommend approval at requested amount.	\$135,000.00
Indian River/St Lucie	Senior Resource Association	In partnership with St. Lucie County CTC, expands existing project with the Florida Developmental Disabilities Council to provide transportation to individuals with intellectual/developmental disabilities (IDD). Proposes to expand current service hours, reduce waiting list in St. Lucie County, and serve new passenger groups with other disabilities who cannot use the fixed route system. Provides non-stop, door-to-door services that can be scheduled 2 hours (and up to 2 weeks) in advance provided within and between St Lucie and Indian River Counties.	\$1,500,000.00	\$1,350,000.00	Similar project funded under ISD Grant, awarded to St. Lucie County in FY20-21 (\$225,000); continued after MCORES repeal (FY21-22), with St. Lucie BOCC funding the project. Uses an innovative approach by braiding three different funding sources (CTD, FDDC, SL County) to coordinate services across four counties. Data analysis confirms majority of trips are employment and education related. Proposes a significant funding increase to support expansion of services, which will be matched by Indian River and St Lucie County. Subcommittee recommends approval with an adjusted amount to remain within budget.	\$1,244,070.00
Lafayette	Suwannee River Economic Council	Provide daily transportation to Big Bend Technical College (BBTC) in Taylor County. BBTC provides educational opportunities in the fields of nursing, welding, electrical, etc.	\$43,017.00	\$38,716.00	Project funded under ISD in FY2019-20 and 20-21, and under T&E Grant since 2017. Does not meet "innovative" criteria, as these services are not new and do not demonstrate "added value" to TD service delivery. Project should explore funding from other sources, such as the Rural Van Pool program or CareerSource. Do not recommend approval.	\$0.00
Leon	City of Tallahassee - StarMetro	Provide on-demand transportation utilizing TNCs, taxis and other contracted transportation providers 7 days/week. Eligible riders will have more flexibility, access and choices for scheduling their trips.	\$280,332.00	\$252,298.00	New project that has not been previously funded. The proposal was well written, thorough, and addressed all questions on the application. Proposal meets "innovative" criteria for being a new service in the county and tests the use of a TNC to improve performance of TD Program. Recommend approval at requested amount.	\$252,298.00

2022-23 Innovative Service Development Grant Applications

Martin	Senior Resource Association	Provide enhanced transportation services to and from dialysis treatment by guaranteeing a "non-shared" ride and less time on the vehicle. All dialysis trips in Martin County would be funded under ISD Grant. Project removes "3 round trip" limit, which is imposed under Martin's current TD Program, for dialysis patients to receive additional trips for other life-sustaining purposes such as work, school, grocery shopping.	\$750,000.00	\$675,000.00	Similar project funded under ISD Grant in FY19-20 and 20-21. Though dialysis trips have been funded under the T&E Grant, project proposes a new approach for FY22-23, by removing 3-trip limit for dialysis patients to access additional activities beyond treatment. Recommend approval at requested amount.	\$675,000.00
Monroe (Miami)	Guidance/Care Center, Inc.	Currently provides 1 daily door-to-door planned route starting in Lower Keys (Key West) to Miami. Earliest pickup is 8 am which limits appt times in Miami from 12 - 4 pm. This project proposes to add an additional door-to-door planned route two days per week with an earlier pickup time of 4 am arriving to Miami by 8 am. This additional service will allow riders to get to earlier appointments and/or stay longer if needed. Current service can only provide a 4-hour window in Miami.	\$104,300.00	\$93,870.00	New project that has not been previously funded under ISD. Though similar trips are provided under T&E Grant, project expands access by testing an added route to the current service area. Project anticipated to begin services within 30-60 days after contract execution. Recommend approval at requested amount.	\$93,870.00
Pinellas, Hillsborough and Pasco	Pinellas Suncoast Transit Authority	Partnership between 3 CTCs (Hillsborough, Pinellas and Pasco) to provide same day, door-to-door regional trips within the Tampa Bay Area; urgent same day trips that cannot be prescheduled and intracounty trips outside of the standard operating hours of the respective CTC/service area. Regional trips are considered trips between these 3 counties. PSTA would serve as lead agency and coordinate cross-county services with Hillsborough/Pasco CTCs. Service will be provided by contracted taxis, wheelchair van services and TNCs based on rider's choice.	\$1,492,900.00	\$1,343,610.00	New project application, but includes similar services that were funded under ISD and MEG (i.e., Pinellas TD Late Shift, Hillsborough Weekend Service). If approved, the project would be the first to represent a three-way CTC partnership funded under ISD. Proposal meets "innovative" criteria and ISD goals, but could be improved in describing how cross-county services will be delivered. Budget appears to rely heavily on contracted services, raises concerns about the administrative oversight. Recommend approval with an adjusted amount to remain within budget.	\$1,000,000.00
Wakulla, Leon	Wakulla Senior Citizens Council, Inc.	Provide scheduled and on-demand transportation utilizing a TNC (i-Enable). Eligible riders in Wakulla County will be provided trips within Wakulla County and/or cross-county trips to/from Leon County. Leon County riders will be limited to Leon County. Transportation can be provided to all TD eligible riders but will primarily focus on individuals with IDD.	\$1,128,834.00	\$1,015,951.00	Funded similar project in Escambia and Santa Rosa in FY20-21, when MCORES allowed TNCs to be direct grant recipients. Though Wakulla TD Program supports trips to Leon County, project focuses on expanding services to IDD and other disability groups to access employment and other activities in Leon. Proposal includes an exceptionally high funding request. Recommend approval with an adjusted amount to align with what CTD funded in FY20-21.	\$313,688.00
Total Funds Requested			\$6,483,365.00	\$5,835,029.00	Total Funds Recommended	\$4,000,000.00

Amount Available To Award	\$4,000,000.00
Amount Recommended for Approval	\$4,000,000.00
Remaining Balance	\$0.00

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: June 24, 2022

AGENDA ITEM:

VIII. Commission Subcommittee Assignments

BACKGROUND

Chapter 427 allows the Commission to appoint technical working groups, consisting of various stakeholders of the system, to address “issues of importance to the state, including information, advice, and direction regarding the coordination of services for the transportation disadvantaged.”¹ Historically, the Commission has appointed subcommittees or workgroups to assist in the implementation of the CTD Grant programs (e.g., Shirley Conroy and ISD Review Subcommittee). The Commission also has an Executive Committee that appoints and oversees the Executive Director position.

The Commission is launching a new initiative to help attract and retain a talented and skilled workforce within the Coordinated TD System, called Project **GROW**. Each letter is an acronym that stands for a goal:

1. **G**ain a fundamental knowledge of the Transportation Disadvantaged Program.
2. **R**esearch and Test for New Ideas.
3. **O**perate like a business... but think like a teacher.
4. **W**ow the customers with what we do!

The Commission intends to carry out this vision through interagency subcommittees and collaborative workgroups. Each committee/group will be chaired by a commissioner and consist of at least one agency advisor. Workgroups will engage in stakeholder dialogue to explore strategies that can be implemented in a shorter timeframe (e.g., AOR Redesign), whereas subcommittees oversee the day-to-day operational needs of the organization (e.g., grant awards, performance, etc.). Below are the proposed committee assignments for FY2022-23:

Subcommittee/Workgroup	Description	Appointed Member(s)
Executive “Energy” Committee	Provides oversight and guidance to the Executive Director in leading CTD staff and stakeholders in their various initiatives	Commissioner Robin Tellez (Chair), Vice-Chair Christinne Gray, Chair Phil Stevens
Rider & Stakeholder Relations Subcommittee	Assists CTD in improving awareness of the TD Program among riders and other stakeholders of the Coordinated System, including essential workers	Vice-Chair Christinne Gray (Chair), Gabrielle Matthews (FDOT), Stephanie Rogers (APD), Krysta Carter (DOEA), Adam Gaffney (Blind Services)

Annual Operating Report (AOR) Redesign Workgroup	Will assist CTD in recommending changes to the AOR that more accurately capture the performance of the Coordinated Transportation Disadvantaged System	Commissioner Renee Knight (Chair) and Agency Advisors (TBD)
Planning Grant Workgroup	Will assist CTD in developing strategies to improve the performance of Planning Grant activities, which can be incorporated within the 5-Year Plan	Commissioner Don Elwell (Chair), Agency Advisors and other Stakeholders (TBD)
Innovative Services Development (ISD) Grant Subcommittee	Oversees the ISD Grant program and reviews and evaluates all proposals applying for grant funding.	Chair TBD, Gabrielle Matthews (FDOT), Kent Carroll (APD), and Krysta Carter (DOEA)
Shirley Conroy Grant Subcommittee	Reviews and recommends approval of Rural Area Capital Assistance Grant Program.	Chair TBD, Tony Brandin (FDOT), Kent Carroll (APD), Diane Harris (DCF)
Achievement Awards Subcommittee	Reviews and approves nominations for various achievements within the system, including Driver of the Year Award, which are announced at the Commission's Annual Awards Ceremony.	Chair TBD, Diane Harris (DCF), Liz Stutts (FDOT), Krysta Carter (DOEA)

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Discuss and approve subcommittee appointments for FY22-23, allowing flexibility with committee/workgroup membership assignments.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: June 24, 2022

AGENDA ITEM:

IX. Executive Director Report

BACKGROUND:

David Darm will discuss priority projects and other anticipated issues for the upcoming fiscal year.

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

For information purposes only.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: June 24, 2022

AGENDA ITEM:

IV and XI 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 XIV.) of the agenda. All speakers are limited to five minutes per public comment.

ATTACHMENT:

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_____