



Transportation Disadvantaged Local Coordinating Board (TD LCB)

Draft Meeting Minutes
Monday, September 14, 2015

Polk County Administration Building,
Commission Boardroom
330 West Church Street
Bartow, FL 33830

Members Present:

Mike Bingham
Rebecca Leng
Kevin Gilds
Paul Simmons
Mayor Charles Lake, **Chair**
Katie Kummer
Shirley Johnson
James Calloway

Representing:

Citizen Advocate
Citizen Advocate #2
Florida Department of Elderly Affairs
Florida Department of Transportation
Polk Transportation Planning Organization
Vocational Rehab
Children & Families
Agency for Healthcare Administration

Others Present:

Ronnie Blackshear
Cherie Simmons
Diane Slaybaugh
Rodney Wetzel
Dave Walters
Orrin Schaal
Marcia Andresen
Sherrie Holbrook
Seth Holbrook

Representing:

Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Polk Transit Services Staff
Polk Transit Services Staff
Social Services Department
Social Services Department
Polk Training Center
Polk Training Center

Call to Order and Roll Call

Chairman Charles Lake called the Transportation Disadvantaged Local Coordinating Board meeting to order at 1:35 p.m. A quorum was present with 8 members in attendance.

Approval of Minutes

- *May 11, 2015 Regular Meeting*

Motion: Mike Bingham motioned, seconded by Paul Simmons to approve the minutes as printed. Motion carried without dissent.

1. Public Comment

Ms. Howardene Garrett, Public Defender's Office, requested to be placed on Agenda. However, she was not in attendance. No public comment heard.

2. Review of Draft Annual Operations Report (AOR) for Polk CTC

Ms. Jeanna Cox, Social Services Senior Planner, presented the draft AOR for review by the Board. She handed out the updated report having received the AOR information from Citrus Connection late the morning of this meeting. Ms. Cox reviewed the reported statistics, revenues, and expenses, stating the report is due to the CTD September 15th, and would return to present the final report to the LCB at the scheduled November 9, 2015 meeting.

Motion: Mike Bingham motioned, seconded by Shirley Johnson to approve the AOR as presented for submission to the Florida Commission for the Transportation Disadvantaged, with the understanding that the CTC will present the final and completed AOR to the LCB at the November 9, 2015 meeting. Motion carried without dissent.

3. Update on Transition of the Community Transportation Coordinator (CTC)

With the absence of Mr. Tom Phillips and other Citrus Connection staff, Ms. Diane Slaybaugh, TPO staff, gave the Board a brief update on the activities related to the transition and consolidation underway as the Board of County Commissioners is turning over all transit operations to the Lakeland Area Mass Transit District (Citrus Connection). This transition includes all fixed route operations of the Winter Haven Area Transit system and CTC/paratransit operations as of October 1, 2015. This item was presented for informational purposes only.

4. Review of Trip Priorities and Bus Pass Policy

Ms. Diane Slaybaugh, TPO staff, provided the Board with a review of the trip priorities and Bus Pass Policy contained in the adopted TDSP. Changes that became effective July 1, 2015 included more documentation related to eligibility requirements which has impacted the CTC's ability to distribute bus passes to various agencies using TD funding. She also presented contact information for the TD Commission as well as the Polk TPO website where detailed information may be obtained.

This item was presented for informational purposes only.

5. Other Communications and Reports

Ms. Slaybaugh informed the Board that the November 9, 2015 LCB meeting will be held in Room 413, 4th floor of the Neil Combee Administration Building instead of the Board Room.

Mr. Paul Simmons, FDOT, presented Ms. Slaybaugh, Polk TPO, with a Certificate of Appreciation from FDOT District One, for recognition of her participation in serving on the FDOT's 2015 Grant Awards Committee for Federal Transit Administration programs for District One's twelve counties.

6. Adjournment

There being no further business the meeting was adjourned at 2:34 p.m.

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.