



Transportation Disadvantaged Local Coordination Board Meeting (TDLCB)

Space Coast Room

2725 Judge Fran Jamieson Way, Viera, Florida 32940

Meeting Date: February 12, 2024

MEETING MINUTES

Agenda

1. Call to Order and Pledge of Allegiance
2. Introduction of Members
3. Consent Agenda
 - A. Approval: TDLCB Meeting Minutes December 4, 2023
4. Reports
 - A. Transit Director's Report
 - B. Community Transportation Coordinator's Report
 - C. Transportation Disadvantaged Performance Report Card
 - D. Volunteers in Motion
5. Actions
 - A. Approval of the Grievance Procedures and appointment of two new members
 - B. Annual Approval of Bylaws
 - C. Approval of the CTC Evaluation
 - D. TDP Stakeholder Interview of the TDLCB
6. Presentation
 - A. CTC Evaluation
7. Member Reports
 - Member's Corner
 - A. Camile Tate, Vice Chair-Disabled Representative, National Federation of the Blind
 - B. Miriam Moore, Citizen Advocate
8. Public Comment
9. Adjournment

Local Coordinating Board Committee Members Present:

Andrea Young, Chair-	City of West Melbourne Council Member
Camile Tate, Vice Chair-	Disabled Representative
Anna May Smith-	Persons over Sixty, Representing Elderly of the County
Miriam Moore	Citizen Advocate
Dennis Vannorsdall	Florida Dept. of Veteran Service Office
James Springer	Citizen Advocate User of the System
Jeannette Estes	State of Florida, Persons with Disabilities
Carlos Colon	State of Florida, Dept. of Transportation
Jennifer Cleveland (ALT)	Citizen Advocate User of the System
Felicia Wilson (ALT)	Disabled Representative
Diane Dickson (ALT)	Citizen Advocate

Others Present:

Terry Jordan	Space Coast Area Transit
Ken Harley	Space Coast Area Transit
Lance Parker	Space Coast Area Transit
Carmen Baez	Space Coast Area Transit
Karen Petters	Space Coast Area Transit
Lori Hamilton	Space Coast Area Transit
James Scherff	Space Coast Area Transit
Ron Shepard	Space Coast Area Transit
Jocelyn Scott	Space Coast Area Transit
Yvonne Miles	Space Coast Area Transit
Debbie Flynn	Space Coast Transportation Planning Organization
Amberstar Bush	Career Source Brevard
Morris Richardson	County Attorney's Office
Tony Laurendi	Angels Bridging Caps, Inc.
Nathan Hicks	Henningson, Durham & Richardson, Inc. (HDR), TPO
Tom Kammerdener	Consultant Aging Matters

Agenda Items:

Item 1. Call to Order of the Local Coordinating Board and Pledge of Allegiance

LCB Chair, Andrea Young, called the meeting to order at 10:30 a.m. and welcomed those in attendance. All stood for the Pledge of Allegiance.

Item 2. Introduction of Members

The Board members as well as the staff, and guests introduced themselves.

Item 3. Consent Agenda

Carlos Colon made a motion to approve the minutes, seconded by Camile Tate. Motion passed unanimously.

Item 4. Reports

4A Transit Director's Report

Terry Jordan reported on Space Coast Area Transit ridership statistics:

Fixed Route service averaged roughly 6,500 for weekday service. Overall ridership reflects an increase of 7% over previous year to date numbers.

Demand response service is also showing a continued growth, averaging about 6,000 trips per month.

New Vehicles Update:

A new fixed route bus has been delivered and will be soon placed in service, with an additional bus to be delivered later this year. Passengers can schedule a notification or track and see the location of busses on fixed routes. Currently all fixed route busses are equipped with free Wi-Fi for passenger use, and under seat USB charging ports are being included with new busses ordered. Space Coast Area Transit plans to order four new 35-foot Gillig buses and eight E-450 vehicles for paratransit services.

Available Funding Options for Agencies:

Agencies with Coordination contracts are eligible to apply for funding from FDOT for capital and operating assistance. Debbie Flynn and Terry Jordan will be working with Carlos Colon and the FDOT team, again this year to review applications from agencies that have applied for funding. Once the awards are made, we will bring that information back to the board.

Chair Young asked about wi-fi, Mr. Jordan mentioned all fixed route buses have wi-fi, but our demand response vehicles do not at this time.

Item 4B. Community Transportation Coordinator's Report

No questions were asked regarding the Community Transportation Coordinator's report.

Item 4C. Transportation Disadvantaged Performance Report Card

No questions were asked regarding the TD Performance Report Card.

Item 4D. Volunteers in Motion

No questions were asked regarding the Volunteers in Motion report.

Item 5A Approval of the Grievance Procedures presented by Ken Harley

Ken Harley stated that under the Planning Grant with the Florida Commission for the Transportation Disadvantaged, the Local Coordinating Board is required to develop, annually update, and implement LCB grievance procedures according to the Commission's most recent LCB and Planning Agency Operating Guidelines. This year, there have been no changes to the grievance procedures. He requested that the Board approve the Grievance Procedures and appoint two members to the Grievance sub-committee to replace Mrs. Naulty and Ms. Wilson.

A motion was requested to approve the Grievance Procedures and to appoint Carlos Colon and Diane Dickson to the Grievance sub-committee.

Motion made by Dennis Vannorsdall and second by Carlos Colon. The motion passed.

Item 5B. Approval of the Annual Bylaws, Presented by Debbie Flynn, TPO

Debbie Flynn stated the Annual Bylaws were presented at the last meeting; the bylaws that were presented needed to be corrected with the right date.

Motion made by Camile Tate and seconded by Miriam Moore to approve the Annual Bylaws as presented by Debbie Flynn. The motion passed.

Item 5C. Approval of the CTC Evaluation, Presented by Debbie Flynn, TPO

Debbie Flynn stated that the Space Coast Transportation Planning Organization initiated the annual Community Transportation Coordinator (CTC) evaluation on November 9, 2023. The evaluation documented the CTC's performance from July 1, 2022, through June 30, 2023, utilizing the Commission for the Transportation Disadvantaged CTC Evaluation Workbook. Debbie Flynn provided a Power Point overview of the findings.

Diane Dickson asked about how the survey was conducted? Mrs. Flynn stated that Space Coast Area Transit staff provides her with a database of TD clients, and she selected the clients for the survey. Ms. Dickson also asked about the percentage of those surveyed? Debbie Flynn stated about 2%. (21 riders).

Anna May Smith commented about the six individuals that did not rate the service high. Debbie stated they gave a 4.5, but other factors such as a long wait time on the phone, or for a late pick-up contributed to those factors. She stated that Space Coast Area Transit staff is looking into a software that could help alleviate the hold time concern.

Motion made by Carlos Colon to approve the 2023 CTC Evaluation and seconded by Anna May Smith. The motion passed.

Item 5D. TDP Stakeholder Interview of the TDLCB, Presented by Debbie Flynn and Nathan Hicks with HDR.

Debbie Flynn stated that Space Coast TPO was working with Space Coast Area Transit on the development of a new Transit Development Plan (TDP) that would coincide with the TPO's Long Range Transportation Plan (LRTP). She stated that HDR had been retained to do complete the plan and that Nathan Hicks from HDR was here to conduct stakeholder interviews on the plan. Nathan stated that there were a series of questions which they were seeking feedback on and that they will be soliciting comments until the end of February.

Jennifer Cleveland, commented on complaints about paratransit service, the wait time after an appointment and the challenges that people who are visually impaired encounter.

Dennis Vannorsdall commented on how pleased he was with the high percent of clients satisfied with the transportation disadvantaged program.

Diane Dickson asked about the process for interviews. Debbie Flynn stated they have interviewed Jim Liesenfelt, Asst. County Manager, Commissioner Rita Pritchard, and a representative from Promise Inc., so far and are conducting the interviews with the LCB members today. MS. Dickson stated that her organization would like to participate in the interviews.

Camile Tate commented that one of the pros is having transit services, and a con is sometimes long waits for your pick-up. If transit could be like micro transit it would help. Jennifer Cleveland commented on using companies like Uber and LYFT. Debbie Flynn stated that the TPO is currently working with Space Coast Area Transit on a Mobility on Demand study so that may be something in the future.

Item 7. Member reports

No member reports.

Members Corner

Camile Tate, Disabled Representative, National Federation of the Blind, gave an overview of National Federation of the Blind. Ms. Tate stated that she does a lot of advocacy work on the State and National level and that she is the Legislature Director at the State level.

Terry Jordan asked whether she was able to make any inroads for additional funding from Tallahassee or Washington DC?, She stated that she has been advocating for more resources for transportation for the visually impaired and she had met with Congressman Posey and plans to meet with him again.

Miriam Moore (Citizen Advocate) shared information on the Housing for Homeless (HFH), programs for the homeless and low-income residents of Brevard. The program was described as an affordable housing solution and supportive services that promote self-sufficiency and independence for veterans, individuals, and families with reduced income.

Jeannette Estes, asked about the new assisted living facility. Ms. Moore stated, “it is a little different from the other communities we serve, we are more like supportive living than independent living”.

Terry Jordan also stated that it would be good to incorporate transit amenities in new developments that are served by transit.

Item 8. Public Comment

No Public Comments.

Item 9. Adjournment

Meeting adjourned at 11:32 a.m.