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July 9, 2013

TO: Union County Transportation Disadvantaged Coordinating Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: Meeting Announcement

The Union County Transportation Disadvantaged Coordinating Board will meet **Tuesday, July 16, 2013 at 1:15 p.m.** in the County Commissioners' Meeting Room in the Union County Courthouse. All Board members are encouraged to attend this meeting.

Attached is the meeting agenda and supporting materials. If you have any questions, please do not hesitate to contact me at extension 110.

#### Attachments

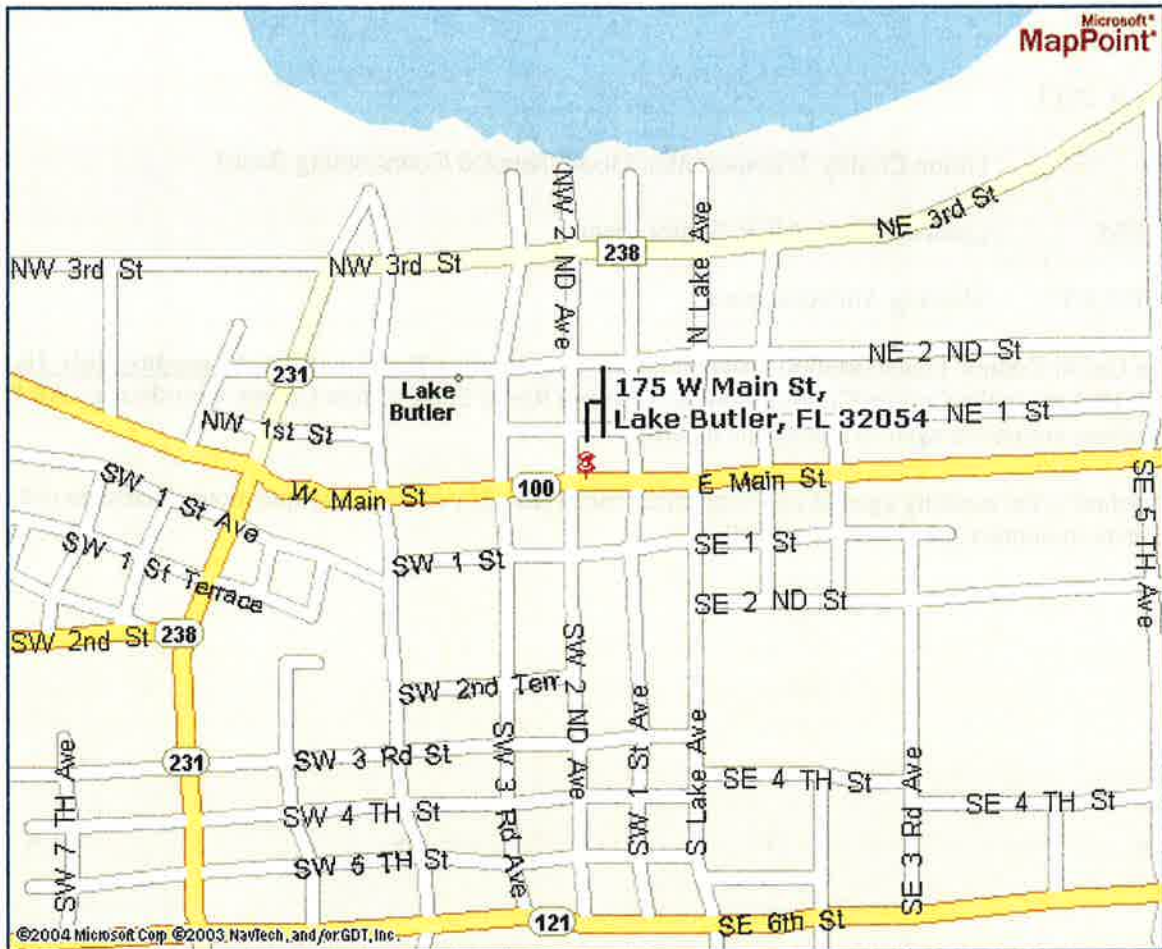
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## UNION COUNTY

### TRANSPORTATION DISADVANTAGED COORDINATING BOARD

#### MEETING ANNOUNCEMENT AND AGENDA

County Commissioners' Meeting Room  
Union County Courthouse  
Lake Butler, Florida

Tuesday  
July 16, 2013  
1:15 p.m.

#### I. BUSINESS MEETING – CALL TO ORDER

A. Introductions

B. Approval of the Meeting Agenda

**ACTION REQUIRED**

C. Approval of the April 16, 2013 Minutes  
Minutes

**ACTION REQUIRED**

#### II. UNFINISHED BUSINESS

A. Community Transportation Coordinator Selection

**NO ACTION REQUIRED**

Staff will update the Board on the designation of the Union County Community Transportation Coordinator

#### III. NEW BUSINESS

A. Memorandum of Agreement

**ACTION REQUIRED**

The Board needs to approve the Memorandum of Agreement between the Florida Commission for the Transportation Disadvantaged and A & A Transport

B. Bylaws

**ACTION REQUIRED**

The Board needs to review and approve the Bylaws

**C. Unmet Needs** **NO ACTION REQUIRED**

The Board needs to discuss ways to identify unmet transportation needs in Union County

**D. Statewide Medicaid Managed Care Program** **NO ACTION REQUIRED**

Agency for Health Care Administration staff will discuss the Statewide Medicaid Managed Care Program

**E. Operations Reports** **NO ACTION REQUIRED**

**F. 2013 Florida Legislative Session** **NO ACTION REQUIRED**

**IV. OTHER BUSINESS**

**A. Comments**

1. **Members**
2. **Citizens**

**V. FUTURE MEETING DATES**

**A. Tuesday, October 15, 2013 at 1:15 p.m.**

\* Please note that this is a tentative meeting schedule, all dates and times are subject to change.

If you have any questions concerning the enclosed materials, please do not hesitate to contact me at 1-800-226-0690, extension 110.

**UNION COUNTY  
COORDINATING BOARD**

**Voting Members**

*Chairperson*

**Commissioner M. Wayne Smith**

*Department of Transportation*

**Sandra Collins - Grievance Committee Member**

*Department of Children and Families*

**Jaime Sanchez-Bianchi - Grievance Committee Member**

*Department of Education*

**Rayford Riels**

*Public Education*

**Mike Pittman**

*Citizen Advocate*

**Doyle Archer**

*Citizen Advocate - User*

**(Vacant)**

*Elderly Representative*

**Donald Pettit**

*Veteran Representative*

**Barbara Fischer**

*Persons with Disabilities Representative*

**Bill McGill - Vice Chairman**

*Community Action Agency Representative*

**Frances Terry**

*Department of Elder Affairs*

**Cindy Roberts**

*Children at Risk*

**Kyle Bonesteel**

*Agency for Health Care Administration - Medicaid*

**Alana McKay - Grievance Committee Member**

*Regional Workforce Development Board*

**(Vacant)**

*Local Medical Community*

**(Vacant)**

**Alternate Members**

*Department of Transportation*

**Janell Damato**

*Department of Children and Families*

**(Vacant)**

*Department of Education*

**Barbara Harrington**

*Public Education*

**(Vacant)**

*Citizen Advocate*

**(Vacant)**

*Citizen Advocate - User*

**(Vacant)**

*Elderly Representative*

**(Vacant)**

*Veteran Representative*

**(Vacant)**

*Persons with Disabilities Representative*

**(Vacant)**

*Community Action Agency Representative*

**(Vacant)**

*Department of Elder Affairs*

**Janis Owen**

*Early Childhood Services*

**(Vacant)**

*Agency for Health Care Administration - Medicaid*

**Andrew Singer**

*Regional Workforce Development Board*

**(Vacant)**

*Local Medical Community*

**(Vacant)**

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

MEMORANDUM FOR THE DIRECTOR

SUBJECT: [Illegible]

[The remainder of the page contains several paragraphs of extremely faint, illegible text, likely a memorandum or report.]

**UNION COUNTY  
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

**MEETING MINUTES**

County Commissioners' Meeting Room  
Union County Courthouse  
Lake Butler, Florida

Tuesday  
April 16, 2013  
1:15 p.m.

**VOTING MEMBERS PRESENT**

Commissioner M. Wayne Smith, Chairman  
Doyle Archer, Citizen Advocate  
Sandra Collins, Florida Department of Transportation  
Barbara Fischer, Veterans Representative  
Bill McGill, Persons with Disabilities Representative  
Alana McKay, Florida Agency for Health Care Administration – Medicaid  
Donald Pettit, Elderly Representative  
Cindy Roberts, Florida Department of Elder Affairs  
Jaime Sanchez-Bianchi, Florida Department of Children and Families

**VOTING MEMBERS ABSENT**

Kyle Bonesteel, Early Childhood Services Representative  
Mike Pittman, Public Education Representative  
Rayford Riels, Florida Department of Education  
Frances Terry, Community Action Agency Representative

**OTHERS PRESENT**

Curtis Allen, A & A Transport  
Rene Allen, A & A Transport  
Vernon Dukes  
Terry Goodwin, Florida Commission for the Transportation Disadvantaged  
Matthew Pearson, Suwannee River Economic Council  
Gary Whitman

**STAFF PRESENT**

Lynn Godfrey, North Central Florida Regional Planning Council

**I. PUBLIC HEARING CALL TO ORDER**

Chairman Smith called the public hearing to order at 1:15 p.m.

**A. Introductions**

Chairman Smith asked everyone to introduce themselves.

**B. Receive Public Testimony**

There was no public testimony received.

**C. Close Public Hearing**

Chairman Smith closed the public hearing at 1:16 p.m.

**II. BUSINESS MEETING CALL TO ORDER**

Chairman Smith called the meeting to order at 1:15 p.m.

**A. Introductions**

There were no introductions.

**B. Approval of the Meeting Agenda**

**ACTION: Sandra Collins moved to approve the meeting agenda. Doyle Archer seconded; motion passed unanimously.**

**C. Approval of the January 8, 2013 Minutes**

**ACTION: Cindy Roberts moved to approve the January 8, 2013 meeting minutes. Barbara Fischer seconded; motion passed unanimously.**



### III. UNFINISHED BUSINESS

#### A. Community Transportation Coordinator Designation

Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, stated that the North Central Florida Regional Planning Council issued a request for proposals for Union County Community Transportation Coordinator on January 3, 2013. She said the following firms submitted proposals in response to the request for proposals:

1. A & A Transport, Inc.; and
2. Suwannee River Economic Council, Inc.

Ms. Godfrey explained that a Technical Review Committee scored the proposals. She said the Committee member scores were based on the same criteria and from a solely technical standpoint. She said the assignment of points was done individually by each reviewer and not as a consensus of the Committee.

Ms. Godfrey explained that the total raw scores of each reviewer established a rank order for each reviewer. She said the rank order score of all reviewers was combined to determine the following final rank score:

1. Suwannee River Economic Council, Inc.
2. A & A Transport, Inc.

Ms. Godfrey said the individual rankings for each Committee member and final rank order for the proposals are included in the meeting packet. She said the North Central Florida Regional Planning Council will make a recommendation to the Florida Commission for the Transportation Disadvantaged concerning the Community Transportation Coordinator designation. She said the Florida Commission for the Transportation Disadvantaged will designate the Union County Community Transportation Coordinator.

The Board discussed the proposals.

**ACTION: Doyle Archer moved to recommend the designation of A & A Transport as the Community Transportation Coordinator for Union County. Donald Petit seconded; motion passed 5 to 3 with Jaime Sanchez-Bianchi abstaining.**

### III. NEW BUSINESS

#### A. Union County Transportation Disadvantaged Service Plan

Ms. Godfrey stated that Chapter 427, Florida Statutes requires A & A Transport to prepare a Transportation Disadvantaged Service Plan in cooperation with the North Central Florida Regional Planning Council for the local Coordinating Board's approval. She said this plan provides information needed by the local Coordinating Board to continually review and assess transportation disadvantaged needs for the service area. She said the Service Plan must be submitted to the Florida Commission for the Transportation Disadvantaged annually.

The Board reviewed the Union County Transportation Disadvantaged Service Plan.

Ms. Terry Goodwin, Florida Commission for the Transportation Disadvantaged Project Manager, noted that A & A Transport's Fiscal Year 2013/14 rates have not been approved by the Florida Commission for the Transportation Disadvantaged.

Ms. Godfrey stated that, if there are changes to the rates, they will be brought back to the Board for review and approval.

**ACTION: Doyle Archer moved to approve the Union County Transportation Disadvantaged Service Plan. Bill McGill seconded; motion passed unanimously.**

#### B. Operations Reports

Ms. Godfrey distributed the quarterly operations reports.

#### C. 2013 Florida Legislative Session

Ms. Godfrey stated that the Governor's proposed Fiscal Year 2013/14 budget includes an increase of \$10 million to the Transportation Disadvantaged Trust Fund. She said that, if the Legislature passes this budget increase, Union County will receive additional Transportation Disadvantaged Trust Funds. She said other Transportation Disadvantaged Boards have sent letters of support for this increase to the Senate and House Appropriations Committees and their Legislative Delegations.

Ms. Terry Goodwin, Florida Commission for the Transportation Disadvantaged Project Manager, explained the proposed legislation and suggested that, if the Board sends letters supporting the Governor's budget, that they support the \$10 million increase as a recurring increase.

**ACTION:** Doyle Archer moved to send letters to the Senate and House Appropriations Committees and the Union County Legislative Delegation supporting the Governor's proposed budget increasing the Transportation Disadvantaged Trust Fund on a recurring basis. Alana McKay seconded; motion passed unanimously.

**III. OTHER BUSINESS**

**A. Comments**

**1. Members**

There were no member comments.

**2. Citizens**

Ms. Terry Goodwin encouraged the Board to fill the vacancies on the Board and encouraged all Board members to attend the meetings.

**IV. FUTURE MEETING DATES**

Chairman Smith stated that the next Board meeting is scheduled for Tuesday, July 16, 2013 at 1:15 p.m.

**ADJOURNMENT**

The meeting was adjourned at 2:15 p.m.

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Coordinating Board Chair

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Date





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**II.A.**

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July 9, 2013

TO: Union County Transportation Disadvantaged Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: Request for Proposals for Community Transportation Coordinator Designation

RECOMMENDATION:

No action required. For the Board's information only.

BACKGROUND:

The North Central Florida Regional Planning Council issued a request for proposals for Union County Community Transportation Coordinator on January 3, 2013. In response to the request for proposals, proposals were received from A & A Transport, Inc. and Suwannee River Economic Council, Inc. Subsequent to the ranking of the proposals by the Technical Review Committee and the Union County Transportation Disadvantaged Coordinating Board recommendation, Suwannee River Economic Council, Inc. withdrew their proposal.

At its May 21, 2013 meeting, the Florida Commission for the Transportation Disadvantaged designated A & A Transport, Inc. the Community Transportation Coordinator for Union County. If you have any questions concerning this matter, please do not hesitate to contact me.

Attachments

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Mr. David Darm, Chairman  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, Florida 32399-0450

RE: Designation of Union County Community Transportation Coordinator

Dear Commissioner Darm:

This letter is in regard to the designation of the Community Transportation Coordinator for Union County. The North Central Florida Regional Planning Council issued a request for proposals for Union County Community Transportation Coordinator designation on January 3, 2013. The Council received proposals from A & A Transport, Inc. and Suwannee River Economic Council, Inc.

The Council authorized the Executive Director to appoint a Technical Review Committee to review and rank proposals for the Union County Community Transportation Coordinator. The Technical Review Committee members ranked the proposals in the following order: 1. Suwannee River Economic Council, Inc. and 2. A & A Transport, Inc.

The Union County Transportation Disadvantaged Coordinating Board recommended, at its April 16, 2013 meeting, that A & A Transport, Inc. be designated as the Community Transportation Coordinator for Union County. Subsequent to the ranking of the proposals and the Union County Transportation Disadvantaged Coordinating Board meeting, Suwannee River Economic Council, Inc. withdrew their proposal (see enclosed letter).

At its April 25, 2013 meeting, the Council approved the enclosed resolution recommending that the Florida Commission for the Transportation Disadvantaged designate A & A Transport, Inc. as the Union County Community Transportation Coordinator. Please find enclosed a copy of A & A Transport, Inc.'s proposal.

If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner, at extension 110.

Sincerely,

Scott R. Koons, AICP  
Executive Director

Enclosures

xc: Curtis Allen, President, A & A Transport, Inc.  
Frances Terry, Executive Director, Suwannee River Economic Council, Inc.

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RESOLUTION NO. 2013-06

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RECOMMENDING A & A TRANSPORT, INC. AS THE COMMUNITY TRANSPORTATION COORDINATOR FOR UNION COUNTY

WHEREAS, the North Central Florida Regional Planning Council has the authority to recommend the Community Transportation Coordinator for Union County;

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for the Union County Community Transportation Coordinator designation on January 3, 2013;

WHEREAS, the North Central Florida Regional Planning Council received two proposals in response to the request for proposals;

WHEREAS, the North Central Florida Regional Planning Council appointed a Technical Review Committee to score and rank the proposals;

WHEREAS, the Technical Review Committee ranked the proposals in the following order:

1. Suwannee River Economic Council, Inc.;
2. A & A Transport, Inc.

WHEREAS, the Union County Transportation Disadvantaged Coordinating Board recommended that A & A Transport, Inc. be designated as the Community Transportation Coordinator for Union County;


NOW, THEREFORE, BE IT RESOLVED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL THAT:

In accordance with Chapter 427, Florida Statutes, the North Central Florida Regional Planning Council recommends to the Florida Commission for the Transportation Disadvantaged that A & A Transport, Inc. be designated the Community Transportation Coordinator for Union County for a five-year period effective July 1, 2013.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 25th day of April 2013.

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

ATTEST:

  
\_\_\_\_\_  
Scott R. Koons, Executive Director

  
\_\_\_\_\_  
Lorene J. Thomas, Chair





*Suwannee River Economic Council, Inc.*  
Post Office Box 70  
Live Oak, Florida 32064

ADMINISTRATIVE OFFICE - PHONE (386) 362-4115  
FAX (386) 362-4078  
E-Mail: [francesterry@suwanneec.net](mailto:francesterry@suwanneec.net)

4/17/13  
LFB

April 17, 2013

Mr. Scott Koons, Executive Director  
North Central Florida Regional Planning Council  
2009 NW 6<sup>th</sup> Place, Gainesville, FL 32653  
RE: Union County Request for Proposals

Dear Mr. Koons,

Please accept this letter as official notice that Suwannee River Economic Council, Inc. is withdrawing its submitted proposal to become the Community Transportation Coordinator in Union County. Suwannee River Economic Council, Inc. respects and appreciates the time spent on the Request for Proposals process by Planning Council staff and others involved.

Please contact us if you have any questions about this letter of withdraw.

Sincerely,  
Suwannee River Economic Council, Inc.

Frances Terry  
Executive Director

C: Matt Pearson, Director of Transportation  
SREC Reading file  
Union County RFP file

NORTH CENTRAL FLORIDA  
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APR 24 2013

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July 9, 2013

TO: Union County Transportation Disadvantaged Coordinating Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: Memorandum of Agreement

STAFF RECOMMENDATION

Approve the Memorandum of Agreement.

BACKGROUND

The Memorandum of Agreement is a binding contract between the Florida Commission for the Transportation Disadvantaged and a Community Transportation Coordinator. The Memorandum of Agreement recognizes the Community Transportation Coordinator as a State contract vendor for a designated service area. The Memorandum of Agreement contains the Florida Commission for the Transportation Disadvantaged's minimum service requirements. The local Coordinating Board shall approve the Memorandum of Agreement.

Attached is the Memorandum of Agreement between the Florida Commission for the Transportation Disadvantaged and A & A Transport, Inc.. If you have any questions, please do not hesitate to contact me.

Attachment

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STATE OF FLORIDA  
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED  
**MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement is between the COMMISSION FOR THE TRANSPORTATION DISADVANTAGED, hereby referred to as the "Commission," and A & A Transport, Inc, 55 N. Lake Avenue, Lake Butler, FL 32054-1733, the COMMUNITY TRANSPORTATION COORDINATOR, designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of Union County(ies), and hereafter referred to as the "Coordinator."

This Agreement is made in consideration of the mutual benefits to both parties; said consideration acknowledged hereto by the parties as good and valuable consideration.

The Parties Agree:

I. The Coordinator Shall:

- A. Become and remain totally apprised of all of the Transportation Disadvantaged resources available or planned in their designated service area. This knowledge will be used to plan, coordinate, and implement the most cost effective transportation disadvantaged transit system possible under the economic and other conditions that exist in the designated service area.
- B. Plan and work with Community Transportation Coordinators in adjacent and other areas of the state to coordinate the provision of community trips that might be handled at a lower overall cost to the community by another Coordinator. This includes honoring any Commission-approved statewide certification program that allows for intercounty transportation opportunities.
- C. Arrange for all services in accordance with Chapter 427, Florida Statutes, and Rule 41-2, FAC, and as further required by the Commission and the local Coordinating Board approved Transportation Disadvantaged Service Plan.
- D. Return any acquired profits or surplus funds originating through the course of business as the Coordinator that are beyond the amounts(s) specifically identified and approved in the accompanying Transportation Disadvantaged Service Plan. Such profits or funds shall be returned to the Coordinator's transportation system or to any subsequent Coordinator, as a total transportation system subsidy, to be applied to the immediate following operational year. The Coordinator will include similar language in all coordination contracts to assure that transportation disadvantaged related revenues are put back into transportation disadvantaged services.

E. Accomplish this Project by:

1. Developing a Transportation Disadvantaged Service Plan for approval by the local Coordinating Board and the Commission. Coordinators who are newly designated to a particular service area shall submit a local Coordinating Board approved Transportation Disadvantaged Service Plan, within 120 calendar days following the execution of the Coordinator's initial memorandum of agreement with the Commission, for approval by the Commission. All subsequent Transportation Disadvantaged Service Plans shall be submitted and approved with the corresponding memorandum of agreement. The approved Transportation Disadvantaged Service Plan will be implemented and monitored to provide for community-wide transportation services for purchase by non-sponsored transportation disadvantaged persons, contracting social service agencies, and other entities that use local, state, or federal government funds for the purchase of transportation for the transportation disadvantaged.
2. Maximizing the use of available public school transportation resources and public fixed route or fixed schedule transit services and assuring that private or public transit, paratransit operators, and school boards have been afforded a fair opportunity to participate to the maximum extent feasible in the planning process and in the development of the provisions of the Transportation Disadvantaged Service Plan for the transportation disadvantaged.
3. Providing or arranging 24-hour, 7-day per week transportation disadvantaged service as required in the designated service area by any Federal, State or Local Government agency sponsoring such services. The provision of said services shall be furnished in accordance with the prior notification requirements identified in the local Coordinating Board and Commission approved Transportation Disadvantaged Service Plan.
4. Complying with all local, state, and federal laws and regulations that apply to the provision of transportation disadvantaged services.
5. Submitting to the Commission an Annual Operating Report detailing demographic, operational, and financial data regarding coordination activities in the designated service area. The report shall be prepared on forms provided by the Commission and according to the instructions of said forms.

F. Comply with Audit and Record Keeping Requirements by:

1. Utilizing the Commission recognized Chart of Accounts defined in the *Transportation Accounting Consortium Model Uniform Accounting System for Rural and Specialized Transportation Providers* (uniform accounting system) for all transportation disadvantaged accounting and reporting purposes. Community Transportation Coordinators with existing and equivalent accounting systems are not required to adopt the Chart of Accounts in lieu of their existing Chart of Accounts but shall prepare all reports, invoices, and fiscal documents relating to the transportation disadvantaged functions and activities using the chart of accounts and accounting definitions as outlined in the above referenced manual.

2. Assuming the responsibility of invoicing for any transportation services arranged, unless otherwise stipulated by a purchase of service contract or coordination contract.
  3. Maintaining and filing with the Commission, local Coordinating Board, and all purchasing agencies/entities such progress, fiscal, inventory, and other reports as those entities may require during the period of this Agreement.
  4. Providing copies of finance and compliance audits to the Commission and local Coordinating Board as requested by the Commission or local Coordinating Board.
- G. Retain all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for a period of five (5) years after termination of this Agreement. If an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings. The Coordinator shall assure that these records shall be subject to inspection, review, or audit at all reasonable times by persons duly authorized by the Commission or this Agreement. They shall have full access to and the right to examine any of the said records and documents during the retention period.
- H. Comply with Safety Requirements by:
1. Complying with Section 341.061, F.S., and Rule 14-90, FAC, concerning System Safety; or complying with Chapter 234.051, F.S., regarding school bus safety requirements for those services provided through a school board; and
  2. Assuring compliance with local, state, and federal laws, and Commission policies relating to drug testing. Conduct drug and alcohol testing for safety sensitive job positions within the coordinated system regarding pre-employment, randomization, post-accident, and reasonable suspicion as required by the Federal Highway Administration and the Federal Transit Administration.
- I. Comply with Commission insurance requirements by maintaining at least minimum liability insurance coverage in the amount of \$200,000 for any one person and \$300,000 per occurrence at all times during the existence of this Agreement for all transportation services purchased or provided for the transportation disadvantaged through the Community Transportation Coordinator. Upon the execution of this Agreement, the Coordinator shall add the Commission as an additional **named insured** to all insurance policies covering vehicles transporting the transportation disadvantaged. In the event of any cancellation or changes in the limits of liability in the insurance policy, the insurance agent or broker shall notify the Commission. The Coordinator shall insure that contracting transportation operators and coordination contractors also maintain the same minimum liability insurance, or an equal governmental insurance program. Insurance coverage in excess of \$1 million per occurrence must be approved by the Commission and the local Coordinating Board before inclusion in the Transportation Disadvantaged Service Plan or in the justification of rates and fare structures. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida and written verification of insurance protection in accordance with Section 768.28, Florida Statutes, shall be provided to the Commission upon request.

- J. Safeguard information by not using or disclosing any information concerning a user of services under this Agreement for any purpose not in conformity with the local, state and federal regulations (45 CFR, Part 205.50), except upon order of a court, written consent of the recipient, or his/her responsible parent or guardian when authorized by law.
- K. Protect Civil Rights by:
1. Complying with state and federal laws including but not limited to laws regarding discrimination on the basis of sex, race, religion, age, disability, sexual orientation, or national origin. The Coordinator gives this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance and agreeing to complete a Civil Rights Compliance Questionnaire if so requested by the Commission.
  2. Agreeing that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the Coordinator, its successors, subcontractors, transferee, and assignees for the period during which such assistance is provided. Assure that all operators, subcontractors, subgrantee, or others with whom the Coordinator arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the Coordinator agrees that the Commission may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.
- L. To the extent allowed by Section 768.28, Florida Statutes, and only to the monetary and other limitations contained therein, indemnify and hold harmless the Commission and all of the Commission's members, officers, agents, and employees; purchasing agency/entity officers, agents, and employees; and the local, state, and federal governments from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the Coordinator during the performance of this Agreement, whether direct or indirect, and whether to any person or property to which the Commission or said parties may be subject, except that neither the Coordinator nor any of its sub-contractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the Commission or any of its members, officers, agents or employees; purchasing agency/entity, officers, agents, and employees; and local, state, or federal governments. Nothing herein is intended to serve as a waiver of sovereign immunity by any agency/entity or Coordinator to which sovereign immunity may be applicable. Nothing herein shall be construed as consent by a state agency/entity or political subdivision of the State of Florida or the federal government to be sued by third parties in any matter arising out of any Agreement or contract. Notwithstanding the foregoing, pursuant to Section 768.28, Florida Statutes, no agency or subdivision of the state shall be required to indemnify, insure, or assume any liability for the Commission's negligence.



- M. Comply with standards and performance requirements of the Commission, the local Coordinating Board approved Transportation Disadvantaged Service Plan, and any purchase of service contracting agencies/entities. Failure to meet the requirements or obligations set forth in this MOA, and performance requirements established and monitored by the local Coordinating Board in the approved Transportation Disadvantaged Service Plan, shall be due cause for non-payment of reimbursement invoices until such deficiencies have been addressed or corrected to the satisfaction of the Commission.
- N. Comply with subcontracting requirements by executing or negotiating contracts for transportation services with Transportation Operators and Coordination Contractors, and assuring that the conditions of such contracts are maintained. The requirements of Part 1, Paragraph E.5. through M are to be included in all contracts, subcontracts, coordination contracts, and assignments made by the Coordinator for services under this Agreement. Said contracts, subcontracts, coordination contracts, and assignments will be reviewed and approved annually by the Coordinator and local Coordinating Board for conformance with the requirements of this Agreement.
- O. Comply with the following requirements concerning drivers and vehicles:
1. Drivers for paratransit services, including coordination contractors, shall be required to announce and identify themselves by name and company in a manner that is conducive to communications with the specific passenger, upon pickup of each rider, group of riders, or representative, guardian, or associate of the rider, except in situations where the driver regularly transports the rider on a recurring basis. Each driver must have photo identification that is in view of the passenger. Name patches, inscriptions or badges that affix to driver clothing are acceptable. For transit services, the driver photo identification shall be in a conspicuous location in the vehicle.
  2. The paratransit driver shall provide the passenger with boarding assistance, if necessary or requested, to the seating portion of the vehicle. The boarding assistance shall include opening the vehicle door, fastening the seat belt or utilization of wheelchair securement devices, storage of mobility assistive devices, and closing the vehicle door. In certain paratransit service categories, the driver may also be required to open and close doors to buildings, except in situations in which assistance in opening/closing building doors would not be safe for passengers remaining on the vehicle. Assisted access must be in a dignified manner. Drivers may not assist wheelchair up or down more than one step, unless it can be performed safely as determined by the passenger, guardian, and driver.
  3. All vehicles shall be equipped with two-way communications in good working order and be audible to the driver at all times to the base.
  4. All vehicles providing service within the coordinated system, shall have working air conditioners and heaters in each vehicle. Vehicles that do not have a working air conditioner or heater will be scheduled for repair or replacement as soon as possible.

P. Comply with other requirements as follows:

1. Transport an escort of a passenger and dependent children as locally negotiated and identified in the local Transportation Disadvantaged Service Plan.
2. Determine locally in the Transportation Disadvantaged Service Plan, the use, responsibility, and cost of child restraint devices.
3. Transport with the passenger at no additional charge, passenger property that can be carried by the passenger and/or driver in one trip and can be safely stowed on the vehicle. Additional requirements may be negotiated for carrying and loading rider property beyond this amount. Passenger property does not include wheelchairs, child seats, stretchers, secured oxygen, personal assistive devices, or intravenous devices.
4. Provide shelter, security, and safety of passengers at vehicle transfer points.
5. Post a local or other toll-free number for complaints or grievances inside each vehicle. The local complaint process shall be outlined as a section in the local Transportation Disadvantaged Service Plan including advising the dissatisfied person about the Commission's Ombudsman Program as a step within the process as approved by the local Coordinating Board.
6. Provide out-of-service-area trips, when determined locally and approved by the local Coordinating Board, except in instances where local ordinances prohibit such trips.
7. Keep interior of all vehicles free from dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger.
8. Determine locally by the local Coordinating Board and provide in the local Transportation Disadvantaged Service Plan the billing requirements of the Community Transportation Coordinator. All bills shall be paid to subcontractors within 7 calendar days after receipt of said payment by the Coordinator, in accordance with Section 287.0585, Florida Statutes.
9. Maintain or have access to a passenger/trip database on each rider being transported within the system.
10. Provide each rider and escort, child, or personal care attendant adequate seating for paratransit services. No more passengers than the registered passenger seating capacity shall be scheduled or transported in a vehicle at any time. For transit services provided by transit vehicles, adequate seating or standing space will be provided to each rider and escort, child, or personal care attendant, and no more passengers than the registered passenger seating or standing capacity shall be scheduled or transported in a vehicle at any time.
11. First Aid shall be determined locally and provided in the local Transportation

Disadvantaged Service Plan.

12. Cardiopulmonary Resuscitation shall be determined locally and provided in the local Transportation Disadvantaged Service Plan.

II. The Commission Shall:

- A. Recognize the Coordinator as the entity described in Section 427.011(5), Florida Statutes, and Rule 41-2.002(4), F.A.C.
- B. Attempt to insure that all entities with transportation disadvantaged funds will purchase transportation disadvantaged services through the Coordinator's system.

III. The Coordinator and the Commission Further Agree:

- A. Nothing in this Agreement shall require the Commission to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable state law. If any of the provisions of this Agreement is found by a court of law to violate any applicable state law, the purchasing agency/entity will at once notify the Commission in writing in order that appropriate changes and modifications may be made by the Commission and the Coordinator to the end that the Coordinator may proceed as soon as possible with the provision of transportation services.
- B. If any part or provision of this Agreement is held invalid, the remainder of this Agreement shall be binding on the parties hereto.
- C. Termination Conditions:
  1. Termination at Will - This Agreement may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt required, or in person with proof of delivery.
  2. Termination for Breach - Unless the Coordinator's breach is waived by the Commission in writing, the Commission may, by written notice to the Coordinator, terminate this Agreement upon no less than twenty-four (24) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by the Commission of breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement, and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement. The provisions herein do not limit the Commission's right to remedies at law or to damages.
- D. This agreement will expire unless an extension is granted to the Coordinator in writing by the Commission, in accordance with Chapter 287, Florida Statutes.
- E. Renegotiations or Modifications of this Agreement shall only be valid when they have been reduced to writing, duly approved by the Commission, and signed by both parties hereto.

F. Notice and Contact:

The name and address of the contract manager for the Commission for this Agreement is: **Executive Director, 605 Suwannee Street, MS-49, Tallahassee, FL 32399-0450**. The representative/position of the Coordinator responsible for administration of the program under this Agreement is:

NAME and TITLE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

In the event that either party designates different representatives after execution of this Agreement, notice of the name and address of the new representative will be rendered in writing to the other party and said notification attached to originals of this Agreement.

This document has been reviewed in its entirety and approved by the local Coordinating Board at its official meeting held on \_\_\_\_\_, 2013.

\_\_\_\_\_  
Coordinating Board Chairperson

WITNESS WHEREOF, the parties hereto have caused these presents to be executed.

COMMUNITY TRANSPORTATION  
COORDINATOR:

STATE OF FLORIDA, COMMISSION FOR  
THE TRANSPORTATION DISADVANTAGED:

A & A Transport, Inc.

Agency Name

Steven Holmes

Printed Name of Authorized Individual

\_\_\_\_\_  
Printed Name of Authorized Individual

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Title: Executive Director



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July 9, 2013

TO: Union County Transportation Disadvantaged Coordinating Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: Union County Transportation Disadvantaged Coordinating Board Bylaws

STAFF RECOMMENDATION

Approve the Board's Bylaws.

BACKGROUND

The Florida Commission for the Transportation Disadvantaged requires that the Board review and approve the Bylaws annually. Attached are the Board's Bylaws for review and approval.

If you have any questions concerning the Bylaws, please contact me at extension 110.

Attachment

t:\lynn\td13\union\memos\bylaws.docx



# Bylaws

July 16, 2013

## Union County Transportation Disadvantaged Coordinating Board







# Bylaws

Approved by the  
Union County Transportation Disadvantaged Coordinating Board

2009 NW 67th Place  
Gainesville, FL 32653  
[www.ncfrpc.org/mtpo](http://www.ncfrpc.org/mtpo)  
352.955.2000

---

**M. Wayne Smith, Chair**

with Assistance from

North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, FL 32653  
[www.ncfrpc.org](http://www.ncfrpc.org)  
352.955.2200

July 16, 2013

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# **Chapter I: Union County Transportation Disadvantaged Coordinating Board Bylaws**

## **A. Preamble**

The following sets forth the bylaws which shall serve to guide the proper functioning of the Union County Transportation Disadvantaged Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Section 427, Florida Statutes, Rule 41-2, Florida Administrative Code, and subsequent laws setting forth requirements for the coordination of transportation services to the transportation disadvantaged.

## **B. Agency Description**

The Union County Transportation Disadvantaged Coordinating Board is a public body appointed by the North Central Florida Regional Planning Council serving as the Designated Official Planning Agency as authorized by Section 427.015, Florida Statutes.

## **C. Definitions**

Transportation disadvantaged means those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk as defined in Section 411.202, Florida Statutes.

Agency means an official, officer, commission, authority, council, committee, department, division, bureau, board, section, or any other unit or entity of the state or of a city, town, municipality, county, or other local governing body or a private nonprofit transportation service-providing agency.

Community Transportation Coordinator means a transportation entity recommended by a metropolitan planning organization, or by the appropriate designated official planning agency as provided for in Section 427.011, Florida Statutes in an area outside the purview of a metropolitan planning organization, to ensure that coordinated transportation services are provided to the transportation disadvantaged population in a designated service area.

Coordinating Board means an advisory entity in each designated service area composed of representatives appointed by the metropolitan planning organization or designated official planning agency, to provide assistance to the community transportation coordinator relative to the coordination of transportation services.

Coordination means the arrangement for the provision of transportation services to the transportation disadvantaged in a manner that is cost-effective, efficient and reduces fragmentation and duplication of services.

Designated Official Planning Agency means the official body or agency designated by the Commission to fulfill the functions of transportation disadvantaged planning in areas not covered by a Metropolitan Planning Organization. The Metropolitan Planning Organization shall serve as the designated official planning agency in areas covered by such organizations.

Designated Service Area means a geographical area recommended by a designated official planning agency, subject to approval by the Florida Commission for the Transportation Disadvantaged, which defines the community where coordinated transportation services will be provided to the transportation disadvantaged.

Florida Coordinated Transportation System means a transportation system responsible for coordination and service provisions for the transportation disadvantaged as outlined in Chapter 427, Florida Statutes.

Memorandum of Agreement is the state contract for transportation disadvantaged services purchased with federal, state or local government transportation disadvantaged funds. This agreement is between the Florida Commission for the Transportation Disadvantaged and the Community Transportation Coordinator and recognizes the Community Transportation Coordinator as being responsible for the arrangement of the provision of transportation disadvantaged services for a designated service area.

Transportation Disadvantaged Service Plan means an annually updated plan jointly developed by the Designated Official Planning Agency and the Community Transportation Coordinator which contains a development plan, service plan and quality assurance components. The plan shall be approved and used by the local Coordinating Board to evaluate the Community Transportation Coordinator.

## **D. Name and Purpose**

- (1) The name of the Coordinating Board shall be the Union County Transportation Disadvantaged Coordinating Board, hereinafter referred to as the Board.
- (2) The purpose of the Board is to identify local service needs and provide information, advice and direction to the Community Transportation Coordinator on the provision of services to the transportation disadvantaged.

## **E. Membership**

(1) Voting Members. In accordance with Section 427.0157, Florida Statutes, all voting members of the Board shall be appointed by the Designated Official Planning Agency. The Designated Official Planning Agency for Union County is the North Central Florida Regional Planning Council.

- (a) An elected official from the service area which the Board serves shall be appointed to the Board.
- (b) A local representative of the Florida Department of Transportation;
- (c) A local representative of the Florida Department of Children and Family Services;
- (d) A local representative of the Public Education Community which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office or Headstart Program in areas where the School District is responsible;
- (e) In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education;
- (f) A person recommended by the local Veterans Service Office representing the veterans of the county;
- (g) A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the county;
- (h) A person over age sixty (60) representing the elderly in the county;
- (i) A person with a disability representing the disabled in the county;
- (j) Two citizen advocate representatives in the county; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation;
- (k) A local representative for children at risk;
- (l) In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator;
- (m) A local representative of the Florida Department of Elder Affairs;

- (n) An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non profit representative shall be appointed, except where said representative is also the Community Transportation Coordinator;
  - (o) A local representative of the Florida Agency for Health Care Administration;
  - (p) A representative of the Regional Workforce Development Board established in Chapter 445, Florida Statutes; and
  - (q) A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community based services, etc.
  - (r) No employee of a Community Transportation Coordinator shall serve as a voting member of the Coordinating Board in an area where the Community Transportation Coordinator serves. However, an elected official serving as a member of the Community Transportation Coordinator's Board of Directors, or other governmental employees that are not employed for the purpose of making provisions for transportation and are not directly supervised by the Community Transportation Coordinator, shall not be precluded from serving as voting members of the Coordinating Board.
- (2) **Alternate Members.** The North Central Florida Regional Planning Council may appoint one alternate member to represent appointed voting members in their absence. Alternate members may vote only in the absence of the voting member on a one-vote-per-member basis.
- (3) **Terms of Appointment.** Except for the Chair, non-agency members of the Board shall be appointed for three-year staggered terms with initial membership being appointed equally for one, two and three years. The Chair shall serve until elected term of office has expired or otherwise replaced by the North Central Florida Regional Planning Council. There are no limits to the number of terms served by any member of the Board.
- (4) **Termination of Membership.** Any member of the Board may resign at any time. Each member of the Board is expected to demonstrate his/her interest in the Board's activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature. In each instance of an unavoidable absence, the absent member should ensure that his/her alternate will attend.



## **F. Officers**

- (1) Chair. The North Central Florida Regional Planning Council shall appoint the Chair for all Board meetings. The appointed Chair shall be an elected official from Union County. The Chair shall preside at all meetings.
- (2) Vice-Chair. The Board shall hold an organizational meeting each year for the purpose of electing a Vice-Chair. The Vice-Chair shall be elected by a majority vote of a quorum of the members of the Board present and voting at the organizational meeting. The Vice-Chair shall serve a term of one year starting with the next meeting. In the event of the Chair's absence, the Vice-Chair shall assume the duties of the Chairperson and conduct the meeting.

## **G. Meetings**

- (1) Regular Meetings. The Board shall meet at least quarterly. The Board may meet as often as necessary to fulfill its responsibilities as set forth in Section 427.0157, Florida Statutes.
- (2) Emergency Meetings. The Board may hold emergency meetings in order to transact business necessary to ensure the continuation of services to the transportation disadvantaged population. Special meetings may be called by the Chair or by writing by 1/3 of the Board's voting membership.
- (3) Special Meetings. Special meetings of the Board may be called for any appropriate purpose by the Chair or by written request of at least seven (7) voting members of the Board.
- (4) Notice of Regular and Special Meetings. Notices and tentative agendas shall be sent to all Board members and other interested parties at least two weeks prior to each Board meeting. Such notice shall state the date, time and the place of the meeting.
- (5) Quorum. At all meetings of the Board, the presence in person of a majority of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. In the absence of a quorum, those present may, without notice other than by announcement at the meeting, recess the meeting from time to time, until a quorum shall be present. At any such recessed meeting, any business may be transacted which might have been transacted at the meeting as originally called.
- (6) Voting. At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these Bylaws, shall be decided by the vote of a majority of the members of the Board present.

As required by Section 286.012, Florida Statutes, all Board members, including the Chair of the Board, must vote on all official actions taken by the Board except when there appears to be a possible conflict of interest with a member or members of the Board.

- (7) Conflict of Interest. In accordance with Chapter 112 (Part III), Florida Statutes, "No county, municipal, or other public office shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer know would inure to the special private gain or loss of a principal by whom he or she is retained, of the parent organization or subsidiary of a corporate principal which he or she is retained, of a relative or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Ethics Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter."
- (8) Proxy Voting. Proxy voting is not permitted.
- (9) Parliamentary Procedures. The Board will conduct business using parliamentary procedures according to Robert's Rules of Order, except when in conflict with these Bylaws.
- (10) Attendance. The North Central Florida Regional Planning Council shall review, and consider rescinding, the appointment of any voting member of the Board who fails to attend three consecutive meetings. The North Central Florida Regional Planning Council shall notify the Florida Commission for the Transportation Disadvantaged if any state agency voting member or their alternate fails to attend three consecutive meetings.

## **H. Administration**

- (1) Staff Support. The North Central Florida Regional Planning Council shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in Section 427.0157, Florida Statutes. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets and other necessary administrative duties as required by the Board within the limits of the resources available.
- (2) Minutes. The North Central Florida Regional Planning Council is responsible for maintaining an official set of minutes for each Board meeting.

## **I. Duties**

- (1) Board Duties. The following Board duties are set forth in Section 427, Florida Statutes and Rule 41-2, Florida Administrative Code.
  - (a) Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Florida Commission for the Transportation Disadvantaged.
  - (b) Review and approve the Memorandum of Agreement and Transportation Disadvantaged Service Plan.

- (c) Annually evaluate the Community Transportation Coordinator's performance in general and relative to Florida Commission for the Transportation Disadvantaged and local standards as referenced in Rule 41-2.006, Florida Administrative Code, and the performance results of the most recent Transportation Disadvantaged Service Plan. As part of the Community Transportation Coordinator's performance, the Board shall also set an annual percentage goal increase for the number of trips provided within the system for ridership on public transit, where applicable. In areas where the public transit is being utilized, the Board shall set an annual percentage of the number of trips to be provided on public transit. The Florida Commission for the Transportation Disadvantaged shall provide evaluation criteria for the Board to use relative to the performance of the Community Transportation Coordinator. This evaluation shall be submitted to the Florida Commission for the Transportation Disadvantaged upon approval by the Board.
- (d) In cooperation with the Community Transportation Coordinator, review all applications for local, state or federal funds relating to transportation of the transportation disadvantaged in the service area to ensure that any expenditures within the county are provided in the most cost effective and efficient manner.
- (e) Review coordination strategies for service provision to the transportation disadvantaged in the service area to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours and types of service in an effort to increase ridership to a broader population. Such strategies should also encourage multi-county and regional transportation service agreements between area Community Transportation Coordinators and consolidation of adjacent counties when it is appropriate and cost effective to do so.
- (f) Working with the Community Transportation Coordinator, jointly develop applications for funds that may become available.
- (g) Assist the Community Transportation Coordinator in establishing trip priorities for trips that are purchased with Transportation Disadvantaged Trust Funds.
- (h) Annually review coordination contracts to advise the Community Transportation Coordinator whether the continuation of said contract provides the most cost effective and efficient transportation available.
- (i) Annually review all transportation operator contracts as to the effectiveness and efficiency of the transportation operator and recommend approval or disapproval of such contracts to the Community Transportation Coordinator.
- (j) Annually hold a public hearing for the purpose of receiving input on unmet transportation needs or any other areas that relate to the local transportation services.
- (k) Annually review the Annual Operations Report.

## **J. Committees**

The Chair subject to approval by the Board shall appoint a Grievance Committee to process and investigate complaints from agencies, users, transportation operators and potential users of the system in the designated service area. The Grievance Committee shall make recommendations to the Board or to the Florida Commission for the Transportation Disadvantaged for improvement of service. The Board shall establish a process and procedures to provide regular opportunities for issues to be brought before the Grievance Committee and to address them in a timely manner. Rider brochures or other documents provided to users or potential users of the system shall provide information about the complaint and grievance process including the publishing of the Florida Commission for the Transportation Disadvantaged's Transportation Disadvantaged Helpline service when local resolution has not occurred. When requested, all materials shall be made available in accessible format. Members appointed to the Grievance Committee shall be voting members of the Board. If a Grievant claims a conflict between the Grievant and a Grievance Committee member, the Grievance Committee member identified as having a conflict shall recuse themselves from hearing the grievance.

Additional committees shall be appointed by the Chair, subject to approval by the Board, as necessary to investigate and report on specific subject areas of interest to the Board and to deal with administrative and legislative procedures.

## **K. Amendments**

These Bylaws may be amended by a majority vote of members present at regular meetings.

## **L. Certification**

The undersigned hereby certifies that he/she is the Chair of the Union County Transportation Disadvantaged Coordinating Board and that the foregoing is a full, true and correct copy of the Bylaws of this Board as adopted by the Union County Transportation Disadvantaged Coordinating Board the 16th day of July 2013.

---

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged Coordinating Board Chair

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# Union County Transportation Disadvantaged Coordinating Board

## *Bylaws Team*

Scott R. Koons, AICP, Executive Director

- \* Marlie Sanderson, AICP, Director of Transportation Planning
- \*\* Lynn Franson-Godfrey, AICP, Senior Planner
- \*\* Steven Dopp, Senior Planner

- \* Primary Responsibility
- \*\* Secondary Responsibility



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## Union County Transportation Disadvantaged Coordinating Board

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July 9, 2013

TO: Union County Transportation Disadvantaged Coordinating Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: Unmet Transportation Needs

STAFF RECOMMENDATION

Discuss ways to identify unmet transportation needs of Union County residents.

BACKGROUND

The Florida Commission for the Transportation Disadvantaged was questioned by the Governor's Office why the Transportation Disadvantaged Program needed all of the \$7.6 million in new Transportation Disadvantaged Trust Funds that the Florida Commission for the Transportation Disadvantaged requested in its Fiscal Year 2013/14 Legislative budget request. The Governor's Office also questioned why some Counties need additional Transportation Disadvantaged Trust Funds if they are meeting all of the transportation needs in their communities as reported by zero unmet trip requests the Annual Operations Reports.

In order to assist the Florida Commission for the Transportation provide usable information to the Florida Legislative members so they can make funding decisions, the Board needs to identify unmet transportation needs in Bradord County. Attached a sample unmet transportation needs survey. We would like the Board to discuss ways to identify unmet transportation needs by using the attached survey. If you have any questions, please do not hesitate to contact me.

Attachment

t:\lynn\td13\union\memos\unmetneeds.docx





Date: \_\_\_\_\_

**ALL PERSONAL INFORMATION WILL BE KEPT CONFIDENTIAL  
WITHIN THE AGENCY**

**Record of Customer's Unmet Transportation Need**

Name of person completing form: \_\_\_\_\_

Position: \_\_\_\_\_ Agency: \_\_\_\_\_

Telephone and e-mail: \_\_\_\_\_

Customer name and contact information: \_\_\_\_\_

Eligible for ADA-complementary paratransit?  Yes  No

Description of problem and impact on customer's ability to access services or job:

\_\_\_\_\_

**TRIP INFORMATION:**

Name and address of customer's *originating location* (include zip code)

\_\_\_\_\_

*Geographic location (choose one in each column):*

<input type="checkbox"/> North		<input type="checkbox"/> city or town
<input type="checkbox"/> South	part of	<input type="checkbox"/> metropolitan area
<input type="checkbox"/> East		<input type="checkbox"/> county
<input type="checkbox"/> West		

*Time of day needed to travel:* \_\_\_\_\_

*Frequency:* \_\_\_\_\_

*Type of trip (e.g., medical, social, work, etc.):* \_\_\_\_\_

Name and address of customer's *originating location* (include Zip Code)

\_\_\_\_\_

*Geographic location (choose one in each column):*

<input type="checkbox"/> North		<input type="checkbox"/> city or town
<input type="checkbox"/> South	part of	<input type="checkbox"/> metropolitan area
<input type="checkbox"/> East		<input type="checkbox"/> county
<input type="checkbox"/> West		

*Time of day needed to travel:* \_\_\_\_\_

Length of time at destination: \_\_\_\_\_

**PLEASE COMPLETE THE BACK OF THE FORM ALSO!**

**Options considered.**

Private vehicle available?     Yes     No

Public transit route available?     Yes     No

Paratransit available?     Yes     No

Shuttle/circulator bus available:     Yes     No

Carpool available?     Yes     No

Taxi available?     Yes     No

Other option? \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Current solution or does problem remain unresolved?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please provide a narrative statement to describe the impact of the newly arranged transportation, or the continuing lack of transportation, on this customer:**



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Hamilton • Lafayette • Madison  
Suwannee • Taylor • Union Counties

**III.0.**

---

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July 9, 2013

TO: Union County Transportation Disadvantaged Coordinating Board  
FROM: Lynn Godfrey, AICP, Senior Planner  
SUBJECT: Statewide Medicaid Managed Care Program

STAFF RECOMMENDATION

For information only. No action is required.

BACKGROUND

Attached information concerning the Statewide Medicaid Managed Care Program as it relates to Medicaid non-emergency medical transportation. Medicaid Area 3 Office staff will discuss the changes to the Medicaid Non-Emergency Transportation Program at the July 16, 2013 meeting.

Please do not hesitate to contact me if you have any questions.

Attachment

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Faint, illegible text at the top of the page, possibly a header or introductory paragraph.

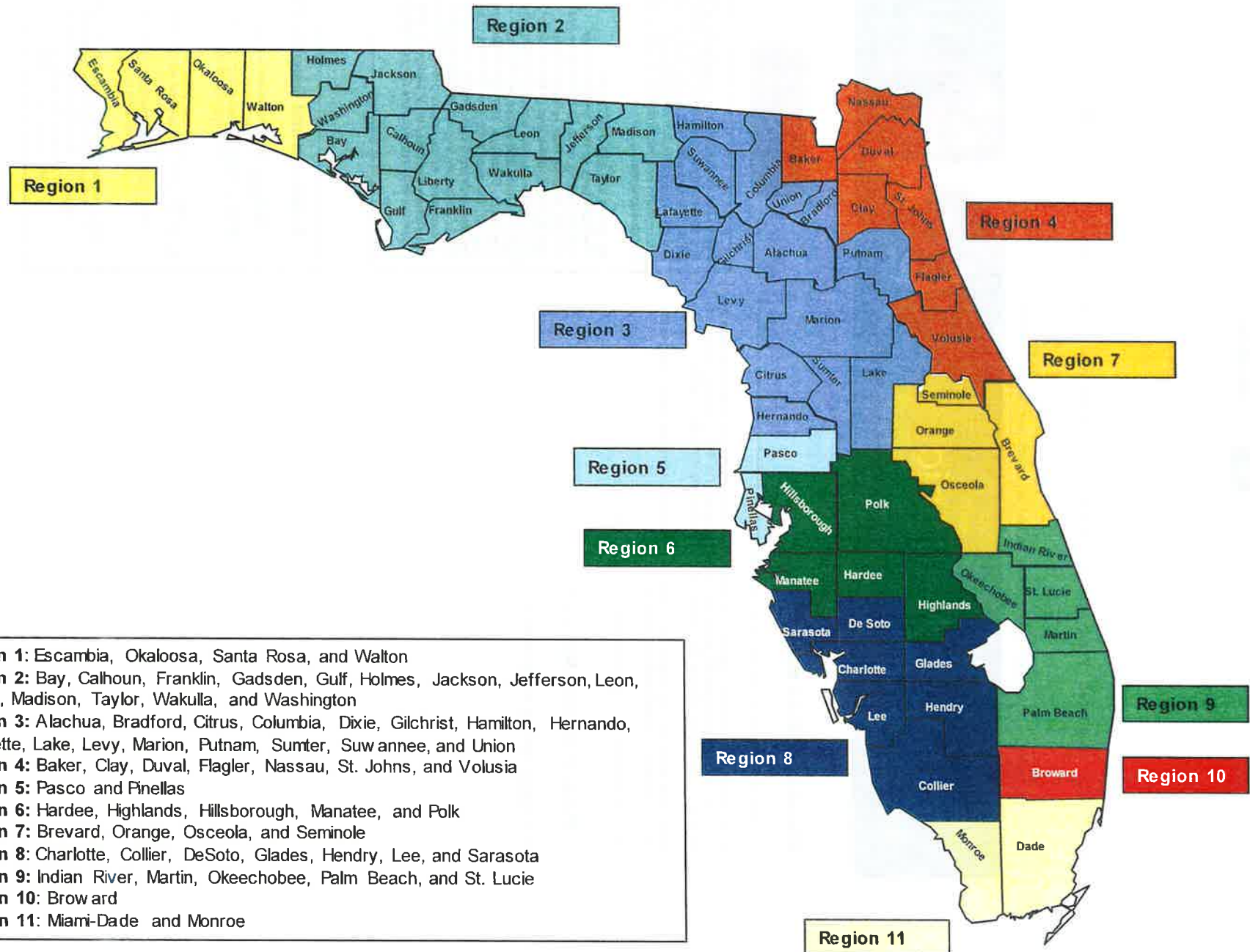
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# Statewide Medicaid Managed Care Region Map



**Region 1:** Escambia, Okaloosa, Santa Rosa, and Walton  
**Region 2:** Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Madison, Taylor, Wakulla, and Washington  
**Region 3:** Alachua, Bradford, Citrus, Columbia, Dixie, Gilchrist, Hamilton, Hernando, Lafayette, Lake, Levy, Marion, Putnam, Sumter, Suwannee, and Union  
**Region 4:** Baker, Clay, Duval, Flagler, Nassau, St. Johns, and Volusia  
**Region 5:** Pasco and Pinellas  
**Region 6:** Hardee, Highlands, Hillsborough, Manatee, and Polk  
**Region 7:** Brevard, Orange, Osceola, and Seminole  
**Region 8:** Charlotte, Collier, DeSoto, Glades, Hendry, Lee, and Sarasota  
**Region 9:** Indian River, Martin, Okeechobee, Palm Beach, and St. Lucie  
**Region 10:** Broward  
**Region 11:** Miami-Dade and Monroe



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### Statewide Medicaid Managed Care Program

**SIGN UP**  
For Program Updates

In 2011, the Florida Legislature created Part IV of Chapter 409, Florida Statutes, directing the Agency to create the Statewide Medicaid Managed Care (SMMC) program. The SMMC program has two key components: the Managed Medical Assistance program and the Long-term Care program.

Choose a tab above to view guidance statements and specific information regarding the Long-term Care and Managed Medical Assistance programs.

Choose an arrow below to view general information about the program.

- ↕ [Program Overview and Summary](#) ↕
- ↕ [Achieved Savings Rebate Rule](#) ↕

**Due to the competitive procurement, we are in a statutorily imposed "Blackout Period" until 72 hours after the award and cannot provide interpretation or additional information not included in the LTC or MMA ITN documents.**

**As stated in s.287.057(23), F.S., "Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response."**

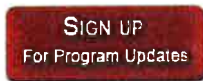
#### Comments and Questions?

Members of the media should contact the Office of Communications at [AHCACommunications@ahca.myflorida.com](mailto:AHCACommunications@ahca.myflorida.com) or by calling 850-412-3623.

Members of the public can email comments and suggestions about the Statewide Medicaid Managed Care program to [FLMedicaidManagedCare@ahca.myflorida.com](mailto:FLMedicaidManagedCare@ahca.myflorida.com) or mail them to:

Statewide Medicaid Managed Care program  
Office of the Deputy Secretary for Medicaid  
Agency for Health Care Administration  
2727 Mahan Drive, MS #8  
Tallahassee, Florida 32308

**News and Events**



Choose an **arrow below** for information and upcoming events related to the Statewide Medicaid Managed Care program.

- ↔ [Calendar of Events and Training](#) ↔
- ↔ [Event and Training Materials](#) ↔
- ↔ [Frequently Asked Questions](#) ↔
- ↔ [Archive](#) ↔
- ↔ [Guidance Statements](#) ↔

**Comments and Questions?**

Members of the public can email comments and suggestions about the Statewide Medicaid Managed Care program to  
[FL.MedicaidManagedCare@ahca.myflorida.com](mailto:FL.MedicaidManagedCare@ahca.myflorida.com)  
 or mail them to:

**Statewide Medicaid Managed Care program**  
 Office of the Deputy Secretary for Medicaid  
 Agency for Health Care Administration  
 2727 Mahan Drive, MS #8  
 Tallahassee, Florida 32308

**Long-term Care**

The Long-term Care component of the Statewide Medicaid Managed Care program will be implemented first.

- Long-term Care program [Snapshot](#) [277KB PDF] Updated 5/29/2013

Choose an **arrow below** to view more information about the program.

- ↔ [Region Map](#) ↔
- ↔ [What Plans are Available in My Region?](#) ↔

Region	Healthcare Plans						
	American Eldercare, Inc.	Amerigroup Florida, Inc.	Coventry Health Plan	Humana Medical Plan, Inc.	Molina Healthcare of Florida, Inc.	Sunshine State Health Plan	United Healthcare of Florida, Inc.
1	X					X	
2	X						X
3	X					X	X
4	X			X		X	X
5	X				X	X	X
6	X		X		X	X	X
7	X		X			X	X
8	X					X	X
9	X		X			X	X
10	X	X		X		X	
11	X	X	X	X	X	X	X

- ↔ [Roll-Out Schedule](#) ↔

Region	Enrollment Effective Date	Total Eligible Population
7	August 1, 2013	Region 7: 9,338
8 & 9	September 1, 2013	Region 8: 5,596 Region 9: 7,854 Total = 13,450
2 & 10	November 1, 2013	Region 2: 4,058; Region 10: 7,877 Total = 11,935
11	December 1, 2013	Region 11: 17,257

5 & 6	February 1, 2014	Region 5: 9,963 Region 6: 9,575 Total = 19,538
1, 3, 4	March 1, 2014	Region 1: 2,973 Region 3: 6,911 Region 4: 9,087 Total = 18,971

## Long-term Care Recipients

Prior to implementation in your region, you will receive plan selection materials from the choice counselor by mail.

All Medicaid recipients receiving services in a nursing facility, or through the Nursing Home Diversion Waiver, Aged and Disabled Adult Waiver, Assisted Living Waiver, Channeling Waiver, or the Frail Elder Option will have the opportunity to receive choice counseling prior to enrollment into the Long-term Care program.

If a recipient is currently receiving services from a LTC health plan that will also be a long-term care health plan in the region where the recipient resides, the recipient can choose to remain with the original plan, or the recipient can choose to enroll with a different plan.

A counselor will assist you in selecting the plan in your region that best meets your needs. When you have been notified that you can select a plan, you can contact a choice counselor by using your computer and go to [www.flmedicaidmanagedcare.com](http://www.flmedicaidmanagedcare.com); or you can call 1-877-711-3662 to talk to a Choice Counselor. You can request an in person visit from a Choice Counselor as well.

For additional information please click on the Medicaid snapshot document below:

Long-term Care program [Snapshot \[277KB PDF\] Updated 5/29/2013](#)

✦ [When will I be notified and be required to enroll?](#) ✦

✦ [Region Map](#) ✦

## Long-term Care Providers

Choose an arrow below to view more information about the program.

✦ [Plan Contacts for Providers](#) ✦

✦ [Region Map](#) ✦

## Long-term Care Plans

### Plan Readiness

✦ [Roll-Out Schedule and Plan Readiness Submission Documents](#) ✦

✦ [Statewide Medicaid Managed Care Report Guide](#) ✦

✦ [Participant Direction Option \(PDO\)](#) ✦



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## Managed Medical Assistance

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The Managed Medical Assistance component of the Statewide Medicaid Managed Care program will be implemented second.

Choose an arrow below to view more information about the program.

↔ [Procurement](#) ↔

↔ [Agency Requests Non-binding Letter of Intent from Potential Managed Medical Assistance Plans](#) ↔

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## Managed Medical Assistance Provider Comments

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April 3, 2012

Respondents to Statewide Medicaid Managed Care Managed Medical Assistance (MMA) Invitations to Negotiate

Section 409.966(2) directs the Agency to select a limited number of eligible plans to participate in the Medicaid program using invitations to negotiate in accordance with s. 287.057(3)(a). This section also requires that separate and simultaneous procurements be conducted in 11 regions of the state. Accordingly, on December 28, 2012 the Agency issued 11 separate and simultaneous invitations to negotiate (ITN's) in each of the 11 regions. The ITNs may be accessed via the Department of Management Services' Vendor Bid System (VBS) at: [http://www.myflorida.com/apps/vbs/vbs\\_main\\_menu](http://www.myflorida.com/apps/vbs/vbs_main_menu).

Pursuant to s. 409.966(3)(a)8, the Agency shall consider comments submitted in writing by any enrolled Medicaid provider relating to a specifically identified plan participating in the procurement in the same region as the submitting provider. Therefore, the Agency is publishing the following list of respondents to the ITNs:

↔ [List of Respondents to MMA ITNs](#) ↔

As published in the March 25, 2013 Florida Administrative Register (FAR), providers may submit comments to the Agency through the online survey tools published below.

Comments must be submitted to the Agency by April 17, 2013, at 5:00 PM, EDT.

The Agency will consider each distinct comment only once. Additionally, the Agency will only consider comments submitted by enrolled Medicaid providers within the same region as the specifically identified plan participating in the procurement.

↔ [Survey Tools and Instructions](#) ↔

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## Managed Medical Assistance Data Book

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The Agency released the Managed Medical Assistance (MMA) Invitation to Negotiate (ITN) on December 28, 2012. The data book has been included in the ITN. The data book can be found on the Agency for Health Care Administration's procurement page which can be accessed through the following link:

[December 28, 2012 Managed Medical Assistance Data Book](#)

If you are unable to locate the ITN, please contact us at [FL.MedicaidManagedCare@ahca.myflorida.com](mailto:FL.MedicaidManagedCare@ahca.myflorida.com) for further assistance.

Choose an arrow below to view more information.

↔ [Public Meetings](#) ↔

## Federal Authorities

◆ Summary of Federal Authorities Requested ◆

Managed Medical Assistance

Choose an arrow below to view more information.

- ◆ Request for 1115 Waiver / Medically Needy Component ◆
- ◆ Program Overview and Summary of Requests to Federal CMS ◆
- ◆ Request(s) for Amendment of the Florida Medicaid State Plan ◆
- ◆ Request(s) for Amendment of the 1115 MEDS AD Waiver ◆
- ◆ Request(s) for Amendment of the 1115 Medicaid Reform Waiver ◆
- ◆ Federal and State Correspondence after Request Submission ◆

Long-term Care

- ◆ Approved Long-term Care Waivers ◆

**SIGN UP**  
For Program Updates

**Comments and Questions?**

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Office of the Deputy Secretary for Medicaid  
Agency for Health Care Administration  
2727 Mahan Drive, MS #8  
Tallahassee, Florida 32308

[AHCA Home Page](#) | [Florida Medicaid Home Page](#) | [Statewide Medicaid Managed Care Program Home Page](#) | [Public Meetings](#)

**REPORT MEDICAID FRAUD ONLINE or 866-966-7226 REPORTE FRAUDE DE MEDICAID**

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July 9, 2013

TO: Union County Transportation Disadvantaged Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Operations Reports

STAFF RECOMMENDATION

No action required. This agenda item is for information only.

BACKGROUND

Attached is the Medicaid Non-Emergency Transportation Program Encounter Data Report for July 2012-June 2013.

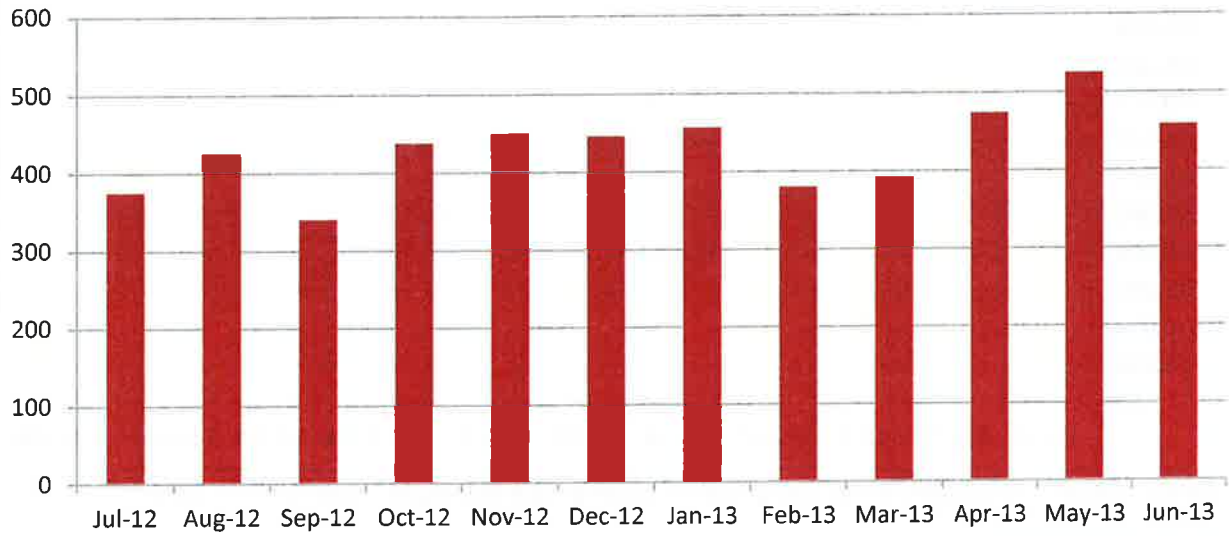
If you have any questions regarding the attached information, please contact me.

Attachment

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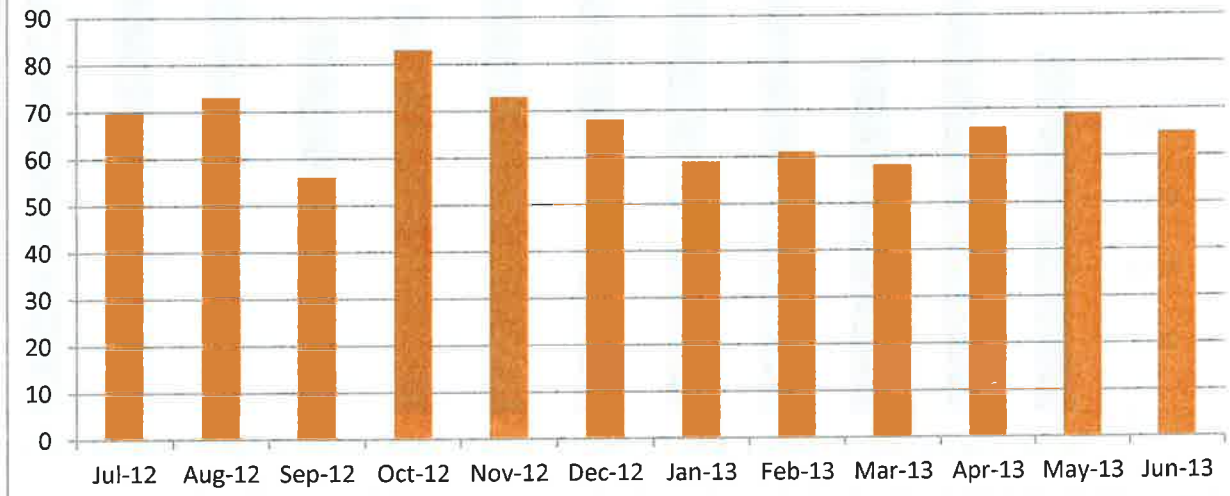


## Union County Medicaid Trips



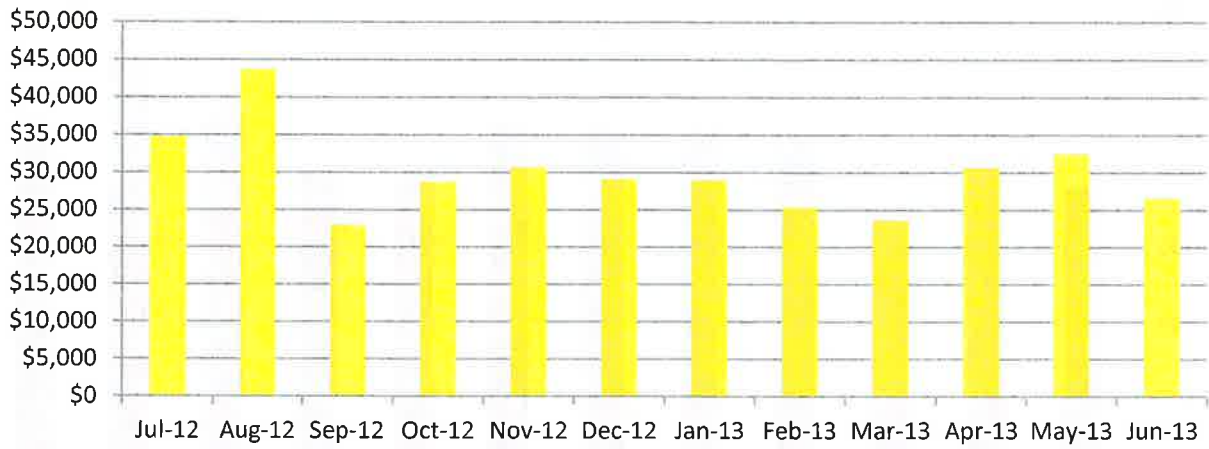
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Unduplicated Medicaid Passengers



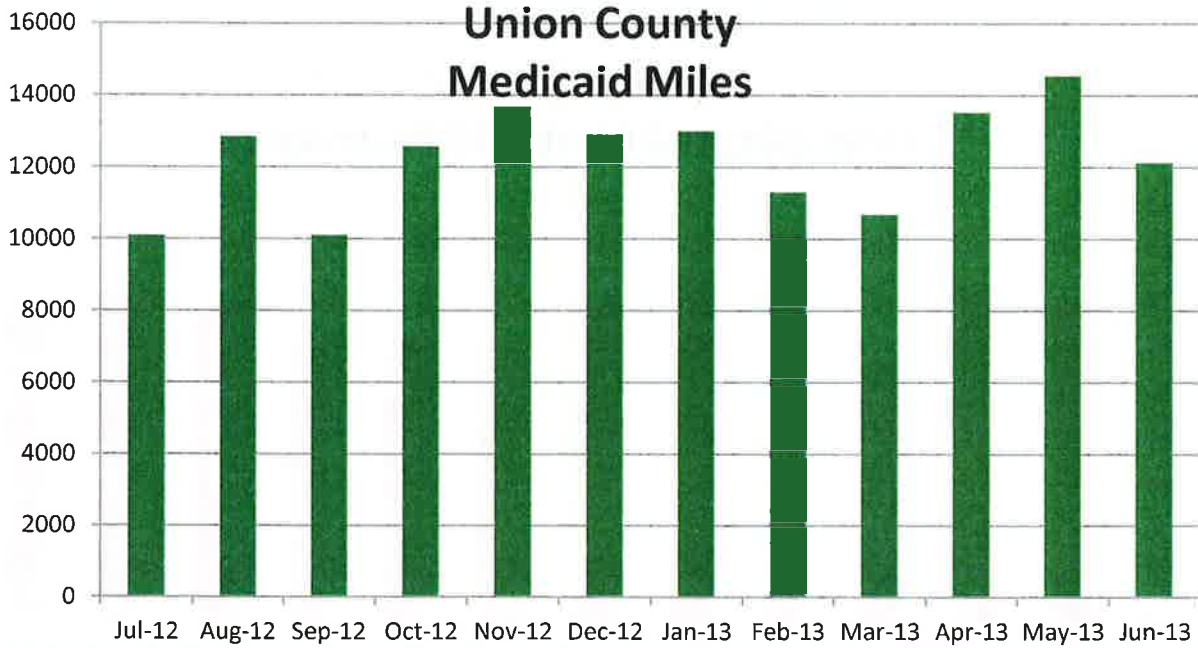
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Medicaid Trip Cost



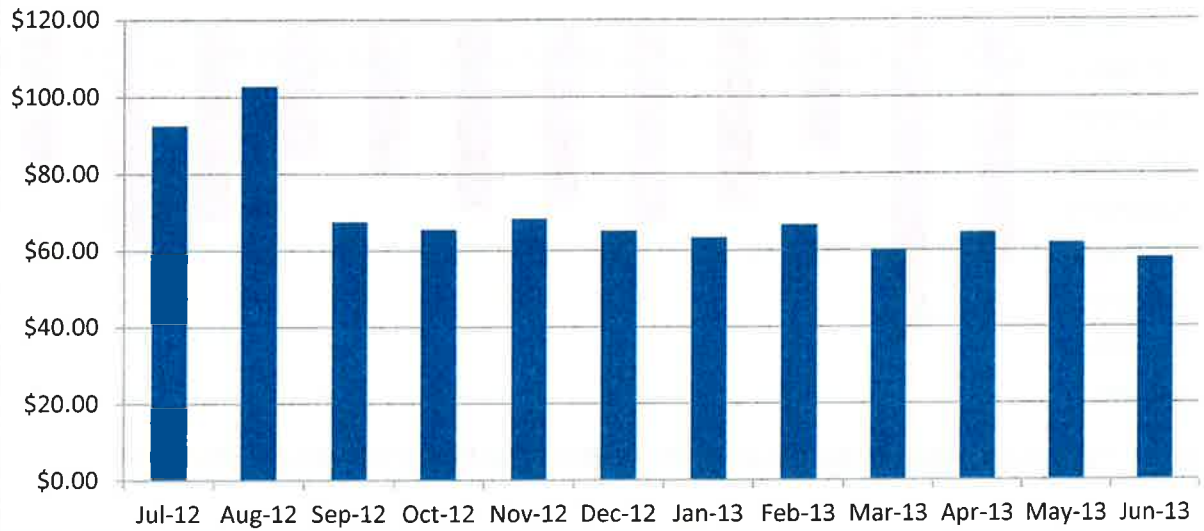
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Medicaid Miles



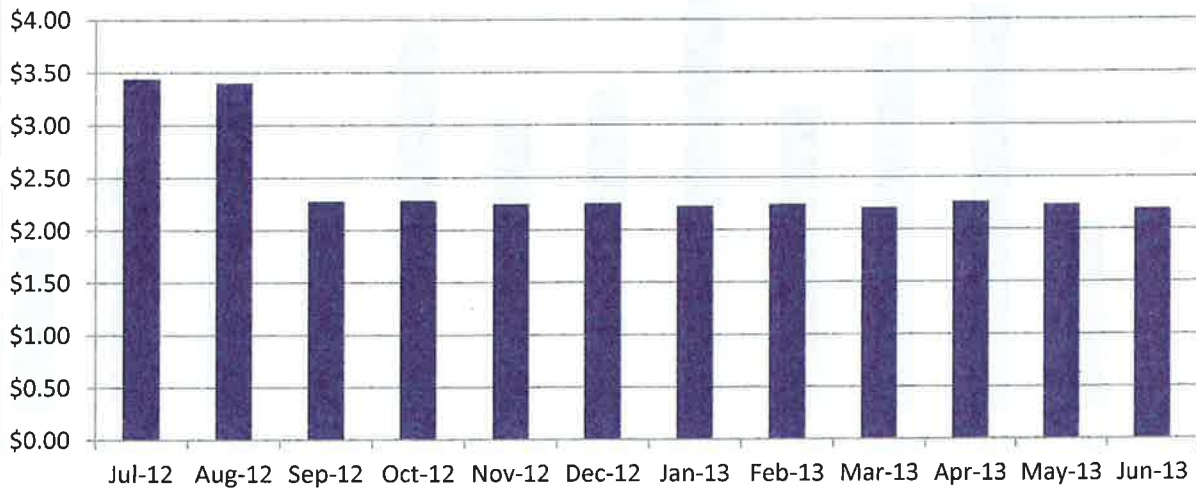
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Average Cost Per Medicaid Trip



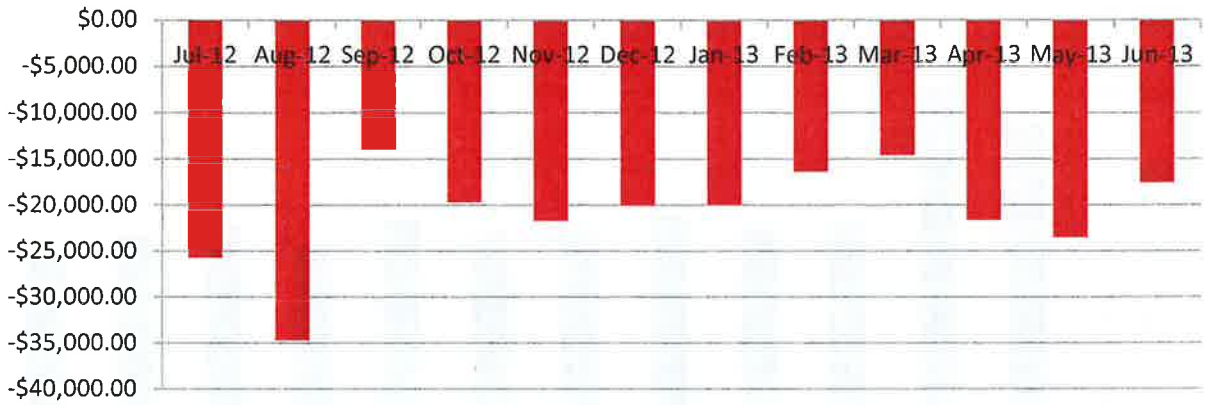
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Average Cost Per Medicaid Mile



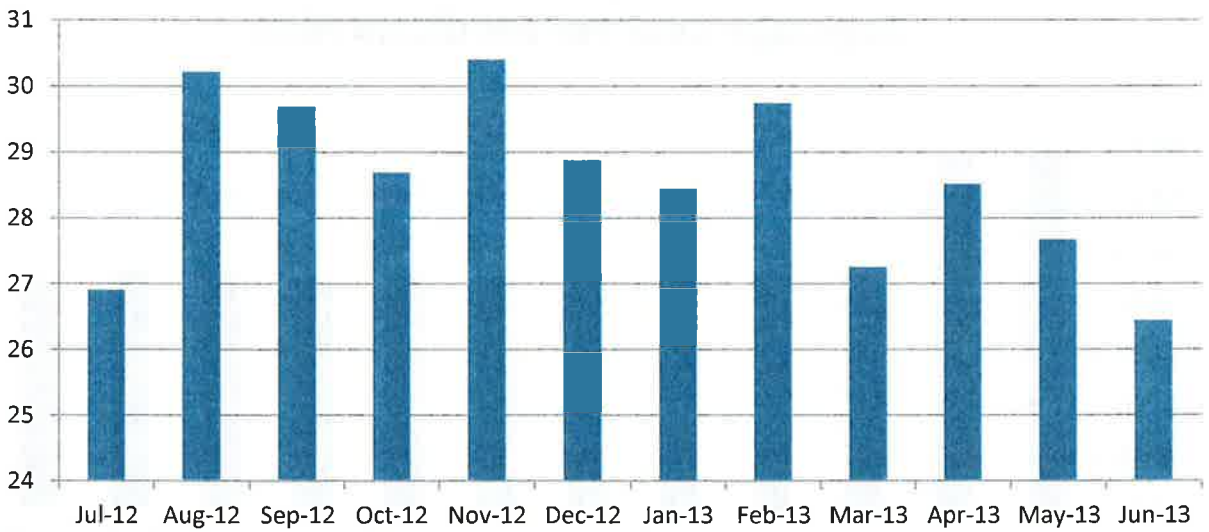
Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Medicaid Allocation vs Actual Service Cost



Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports

## Union County Average Medicaid Miles Per Trip



Source: Florida Commission for the Transportation Disadvantaged Medicaid Encounter Data Reports



**W.F.**

Allocation of Transportation Disadvantaged Trust Funds to Counties for Fiscal Year 2013-14							
County	Trip and Equipment			Voluntary Dollars			Trip/Equip Grant*
	Funds	Local Match	Total	Funds	Local Match	Total	Allocation
Alachua	\$615,151	\$68,350	\$683,501	\$270	\$30	\$300	\$683,800
Baker	\$185,620	\$20,625	\$206,245	\$1	\$0	\$1	\$206,246
Bay	\$448,149	\$49,794	\$497,944	\$38	\$4	\$42	\$497,986
Bradford	\$121,230	\$13,470	\$134,699	\$1	\$0	\$1	\$134,701
Brevard	\$1,463,241	\$162,582	\$1,625,823	\$737	\$82	\$819	\$1,626,642
Broward	\$3,718,727	\$413,192	\$4,131,918	\$1,396	\$155	\$1,551	\$4,133,469
Calhoun	\$179,009	\$19,890	\$198,899	\$2	\$0	\$2	\$198,902
Charlotte	\$364,324	\$40,480	\$404,804	\$84	\$9	\$93	\$404,897
Citrus	\$420,411	\$46,712	\$467,123	\$134	\$15	\$149	\$467,273
Clay	\$364,760	\$40,529	\$405,288	\$101	\$11	\$112	\$405,401
Collier	\$853,876	\$94,875	\$948,751	\$77	\$9	\$85	\$948,836
Columbia	\$322,317	\$35,813	\$358,129	\$12	\$1	\$13	\$358,143
DeSoto	\$229,805	\$25,534	\$255,339	\$4	\$0	\$4	\$255,343
Dixie	\$191,075	\$21,231	\$212,305	\$3	\$0	\$3	\$212,308
Duval	\$1,516,228	\$168,470	\$1,684,698	\$715	\$80	\$795	\$1,685,493
Escambia	\$671,156	\$74,573	\$745,729	\$231	\$26	\$256	\$745,985
Flagler	\$276,705	\$30,745	\$307,450	\$91	\$10	\$101	\$307,551
Franklin	\$175,933	\$19,548	\$195,481	\$0	\$0	\$0	\$195,481
Gadsden	\$318,822	\$35,425	\$354,246	\$30	\$3	\$33	\$354,279
Gilchrist	\$108,514	\$12,057	\$120,571	\$1	\$0	\$1	\$120,572
Glades	\$190,284	\$21,143	\$211,427	\$0	\$0	\$0	\$211,427
Gulf	\$170,210	\$18,912	\$189,122	\$1	\$0	\$1	\$189,123
Hamilton	\$157,194	\$17,466	\$174,660	\$1	\$0	\$1	\$174,661
Hardee	\$240,124	\$26,680	\$266,804	\$5	\$1	\$6	\$266,810
Hendry	\$332,710	\$36,968	\$369,677	\$4	\$0	\$4	\$369,682
Hernando	\$397,378	\$44,153	\$441,531	\$40	\$5	\$45	\$441,576
Highlands	\$453,030	\$50,337	\$503,366	\$34	\$4	\$38	\$503,404
Hillsborough	\$1,988,655	\$220,962	\$2,209,617	\$983	\$109	\$1,092	\$2,210,709
Holmes	\$185,586	\$20,621	\$206,207	\$60	\$7	\$67	\$206,274
Indian River	\$313,259	\$34,807	\$348,066	\$34	\$4	\$38	\$348,104
Jackson	\$400,789	\$44,532	\$445,321	\$35	\$4	\$39	\$445,360
Jefferson	\$171,983	\$19,109	\$191,092	\$0	\$0	\$0	\$191,092
Lafayette	\$141,783	\$15,754	\$157,537	\$0	\$0	\$0	\$157,537
Lake	\$708,711	\$78,746	\$787,457	\$217	\$24	\$241	\$787,697
Lee	\$763,196	\$84,800	\$847,996	\$1,247	\$139	\$1,386	\$849,381
Leon	\$510,851	\$56,761	\$567,612	\$365	\$41	\$406	\$568,018
Levy	\$361,472	\$40,164	\$401,636	\$18	\$2	\$20	\$401,656
Liberty	\$243,264	\$27,029	\$270,293	\$0	\$0	\$0	\$270,293
Madison	\$208,724	\$23,192	\$231,916	\$0	\$0	\$0	\$231,916
Manatee	\$583,934	\$64,882	\$648,815	\$165	\$18	\$183	\$648,999
Marion	\$830,290	\$92,255	\$922,545	\$75	\$8	\$83	\$922,628
Martin	\$275,520	\$30,613	\$306,133	\$39	\$4	\$43	\$306,176
Miami-Dade	\$8,758,528	\$973,170	\$9,731,698	\$3,766	\$419	\$4,185	\$9,735,883

Allocation of Transportation Disadvantaged Trust Funds to Counties for Fiscal Year 2013-14							
County	Trip and Equipment			Voluntary Dollars			Trip/Equip Grant*
	Funds	Local Match	Total	Funds	Local Match	Total	Allocation
Monroe	\$370,154	\$41,128	\$411,282	\$205	\$23	\$228	\$411,510
Nassau	\$293,378	\$32,598	\$325,976	\$80	\$9	\$89	\$326,065
Okaloosa	\$465,613	\$51,735	\$517,348	\$39	\$4	\$43	\$517,391
Okeechobee	\$253,555	\$28,173	\$281,728	\$0	\$0	\$0	\$281,728
Orange	\$2,059,802	\$228,867	\$2,288,668	\$784	\$87	\$870	\$2,289,539
Osceola	\$986,971	\$109,664	\$1,096,635	\$40	\$4	\$44	\$1,096,679
Palm Beach	\$2,750,961	\$305,662	\$3,056,623	\$1,511	\$168	\$1,677	\$3,058,300
Pasco	\$657,648	\$73,072	\$730,720	\$227	\$25	\$252	\$730,972
Pinellas	\$2,193,876	\$243,764	\$2,437,640	\$630	\$70	\$699	\$2,438,340
Polk	\$1,180,558	\$131,173	\$1,311,731	\$251	\$28	\$278	\$1,312,009
Putnam	\$331,493	\$36,833	\$368,326	\$31	\$3	\$34	\$368,360
Saint Johns	\$378,851	\$42,095	\$420,945	\$115	\$13	\$127	\$421,072
Saint Lucie	\$501,091	\$55,677	\$556,768	\$139	\$16	\$154	\$556,922
Santa Rosa	\$396,975	\$44,108	\$441,084	\$53	\$6	\$59	\$441,142
Sarasota	\$627,749	\$69,750	\$697,499	\$525	\$58	\$583	\$698,082
Seminole	\$680,976	\$75,664	\$756,640	\$355	\$40	\$394	\$757,034
Sumter	\$285,526	\$31,725	\$317,251	\$50	\$6	\$55	\$317,306
Suwannee	\$232,949	\$25,883	\$258,832	\$19	\$2	\$21	\$258,853
Taylor	\$284,073	\$31,564	\$315,636	\$2	\$0	\$2	\$315,639
Union	\$101,008	\$11,223	\$112,232	\$1	\$0	\$1	\$112,233
Volusia	\$1,052,132	\$116,904	\$1,169,036	\$432	\$48	\$480	\$1,169,516
Wakulla	\$189,011	\$21,001	\$210,012	\$3	\$0	\$3	\$210,015
Walton	\$376,990	\$41,888	\$418,877	\$13	\$1	\$14	\$418,892
Washington	\$213,434	\$23,715	\$237,149	\$3	\$0	\$3	\$237,152
<b>TOTALS</b>	<b>\$47,797,296</b>	<b>\$5,310,811</b>	<b>\$53,108,108</b>	<b>\$16,524</b>	<b>\$1,836</b>	<b>\$18,342</b>	<b>\$53,126,450</b>



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April 24, 2013

Senator Charles S. Dean, Sr.  
The Capital  
311 Senate Office  
404 South Monroe Street  
Tallahassee, FL 32399-1300

RE: Florida's Transportation Disadvantaged Program

Dear Senator Dean:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The Union County Transportation Disadvantaged Coordinating Board respectfully requests your support of the Governor's proposed Fiscal Year 2013/14 budget that provides additional funds for transportation disadvantaged services. We would also like to request that these be recurring funds for future years.

Florida's Transportation Disadvantaged Program provides much needed public transportation services to elderly, disabled and low-income residents of Union County. A & A Transport, Inc., the Union County Community Transportation Coordinator, has done an outstanding job coordinating transportation services in Union County in order to utilize public funds more efficiently and to meet the increasing number of unmet transportation needs in the County.

Thank you for your consideration in this matter and support of Florida's Transportation Disadvantaged Program. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner at extension 110.

Sincerely,

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged  
Coordinating Board

xc: Steve Holmes, Executive Director, Florida Commission for the Transportation Disadvantaged  
Union County Transportation Disadvantaged Coordinating Board

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April 24, 2013

Senator Andy Gardiner, Chair  
Senate Appropriations Subcommittee on Transportation,  
Tourism and Economic Development  
420 Senate Office Building  
404 South Monroe Street  
Tallahassee, FL 32399-1100

RE: Florida's Transportation Disadvantaged Program

Dear Senator Gardiner:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

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Sincerely,

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged  
Coordinating Board

xc: Steve Holmes, Executive Director, Florida Commission for the Transportation Disadvantaged  
Union County Transportation Disadvantaged Coordinating Board

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April 24, 2013

The Honorable Ed Hooper, Chair  
House Transportation and Economic Development  
Appropriations Subcommittee  
222 The Capital  
402 South Monroe Street  
Tallahassee, FL 32399-1100

RE: Florida's Transportation Disadvantaged Program

Dear Representative Hooper:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

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Sincerely,

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged  
Coordinating Board

xc: Steve Holmes, Executive Director, Florida Commission for the Transportation Disadvantaged  
Union County Transportation Disadvantaged Coordinating Board

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April 24, 2013

The Honorable Seth McKeel, Chair  
House Appropriations Committee  
222 The Capital  
402 South Monroe Street  
Tallahassee, FL 32399-1100

RE: Florida's Transportation Disadvantaged Program

Dear Representative McKeel:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The Union County Transportation Disadvantaged Coordinating Board respectfully requests your support of the Governor's proposed Fiscal Year 2013/14 budget that provides additional funds for transportation disadvantaged services. We would also like to request that these be recurring funds for future years.

Florida's Transportation Disadvantaged Program provides much needed public transportation services to elderly, disabled and low-income residents of Union County. A & A Transport, Inc., the Union County Community Transportation Coordinator, has done an outstanding job coordinating transportation services in Union County in order to utilize public funds more efficiently and to meet the increasing number of unmet transportation needs in the County.

Thank you for your consideration in this matter and support of Florida's Transportation Disadvantaged Program. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner at extension 110.

Sincerely,

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged  
Coordinating Board

xc: Steve Holmes, Executive Director, Florida Commission for the Transportation Disadvantaged  
Union County Transportation Disadvantaged Coordinating Board

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2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

April 24, 2013

Senator Joe Negron, Chair  
Senate Committee on Appropriations  
412 Senate Office Building  
404 South Monroe Street  
Tallahassee, FL 32399-1100

RE: Florida's Transportation Disadvantaged Program

Dear Senator Negron:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The Union County Transportation Disadvantaged Coordinating Board respectfully requests your support of the Governor's proposed Fiscal Year 2013/14 budget that provides additional funds for transportation disadvantaged services. We would also like to request that these be recurring funds for future years.

Florida's Transportation Disadvantaged Program provides much needed public transportation services to elderly, disabled and low-income residents of Union County. A & A Transport, Inc., the Union County Community Transportation Coordinator, has done an outstanding job coordinating transportation services in Union County in order to utilize public funds more efficiently and to meet the increasing number of unmet transportation needs in the County.

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Sincerely,

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged  
Coordinating Board

xc: Steve Holmes, Executive Director, Florida Commission for the Transportation Disadvantaged  
Union County Transportation Disadvantaged Coordinating Board

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2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

April 24, 2013

The Honorable Charles E. Van Zant.  
Florida House of Representatives  
405 House Office Building  
402 South Monroe Street  
Tallahassee, FL 32399-1300

RE: Florida's Transportation Disadvantaged Program

Dear Representative Van Zant:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The Union County Transportation Disadvantaged Coordinating Board respectfully requests your support of the Governor's proposed Fiscal Year 2013/14 budget that provides additional funds for transportation disadvantaged services. We would also like to request that these be recurring funds for future years.

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Thank you for your consideration in this matter and support of Florida's Transportation Disadvantaged Program. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, AICP, Senior Planner at extension 110.

Sincerely,

M. Wayne Smith, Chair  
Union County Transportation Disadvantaged  
Coordinating Board

xc: Steve Holmes, Executive Director, Florida Commission for the Transportation Disadvantaged  
Union County Transportation Disadvantaged Coordinating Board

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**ATTENDANCE RECORD**

**UNION COUNTY  
TRANSPORTATION DISADVANTAGED  
COORDINATING BOARD**

<b>POSITION</b>	<b>NAME</b>	<b>07/17/2012</b>	<b>10/16/2012</b>	<b>01/08/2013</b>	<b>04/16/2013</b>
Chairperson	Commissioner M. Wayne Smith	P	P	P	P
Alternate Chairperson					
FDOT	Sandra Collins	A	P	A	P
Alternate Member	Janell Damato	A	A	A	A
FDCF	Jaime Sanchez-Bianchi	-	P	A	P
Alternate Member	(Vacant)				
FAHCA-Medicaid	Alana McKay	A	P	P	P
Alternate Member	Andrew Singer	P	A	A	A
FDOE	Rayford Riels	P	A	P	A
Alternate Member	Barbara Harrington	A	A	A	A
Public Education	Mike Pittman	A	A	A	A
Alternate Member	(Vacant)				
Citizen Advocate (CA)	Doyle Archer	A	A	A	P
Alternate Member	(Vacant)				
CA-User	(Vacant)				
Alternate Member	(Vacant)				
Elderly Rep.	Donald Pettit	P	A	P	P
Alternate Member	(Vacant)				
Veterans Rep.	Barbara Fischer	A	A	P	P
Alternate Member	(Vacant)				
Persons with Disabilities	Bill McGill	A	P	P	P
Alternate Rep.	(Vacant)				
CAA Rep.	Frances Terry	A	A	A	A
Alternate Member	(Vacant)				
FDEA	Cindy Roberts	A	A	P	P
Alternate Member	Janis Owen	A	A	A	A
Children at Risk	Kyle Bonesteel	Alberta Hampton	Alberta Hampton	Alberta Hampton	A
Alternate Member	(Vacant)				
Regional Workfoce Development Board	(Vacant)				
Alternate Member	(Vacant)				
Local Medical Community	(Vacant)				
Alternate Member	(Vacant)				

LEGEND KEY: P-Present A-Absent - Not Applicable (newly appointed member)

ATTENDANCE POLICY: According to Article III, Section 5 of the Coordinating Board bylaws: "The North Central Florida Regional Planning Council shall review and consider rescinding the appointment of any voting member of the Board who fails to attend three consecutive meetings."

