



Serving Alachua
Bradford • Columbia
Dixie • Gilchrist • Hamilton
Lafayette • Levy • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 • 1 803 • 352.955.2200

September 6, 2017

Moved to Wednesday,
September 27, 2017

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

The Alachua County Transportation Disadvantaged Coordinating Board will meet September 13, 2017 at 10:00 a.m. in the Jack Durrance Auditorium located in the Alachua County Administration Building 12 S.E. 1st Street, City of Gainesville. This is an important meeting of the Board. 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.

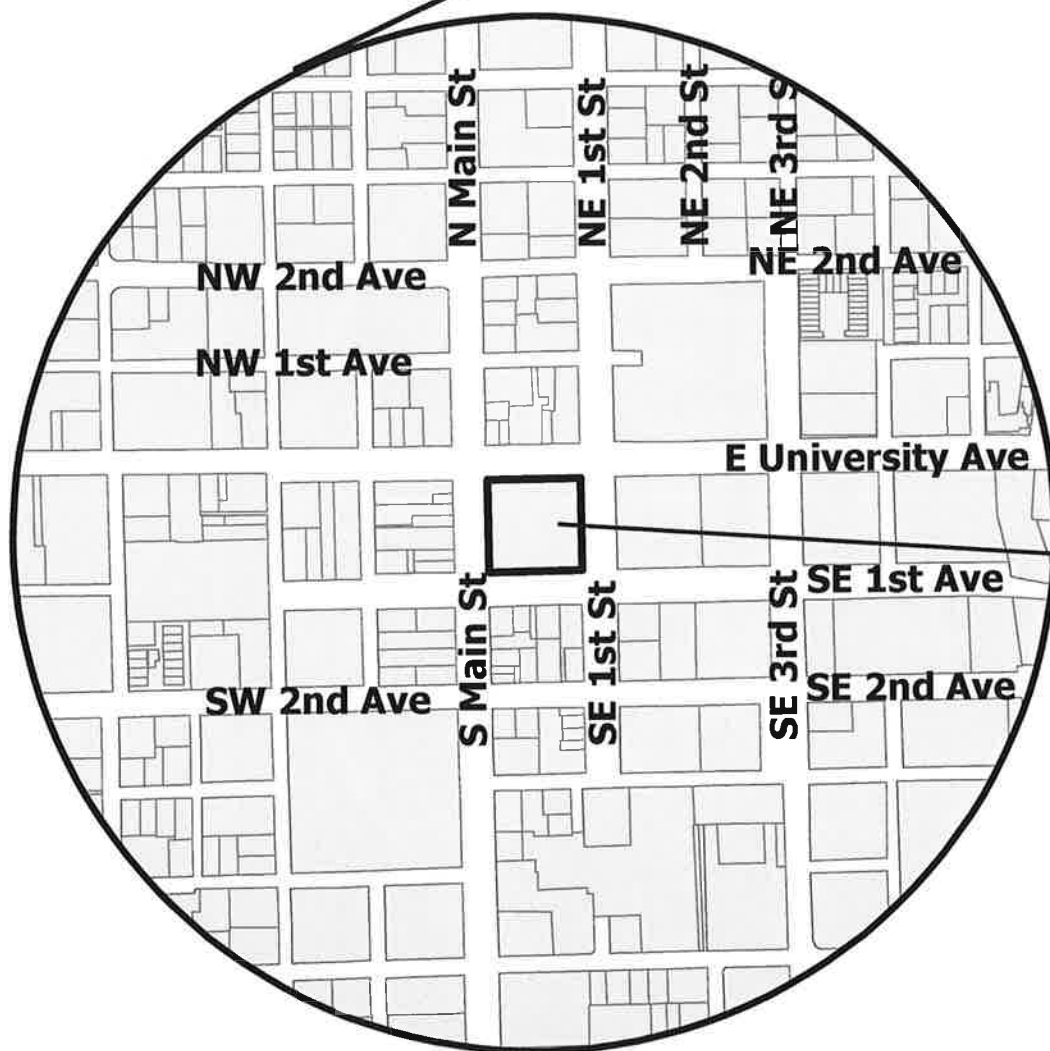
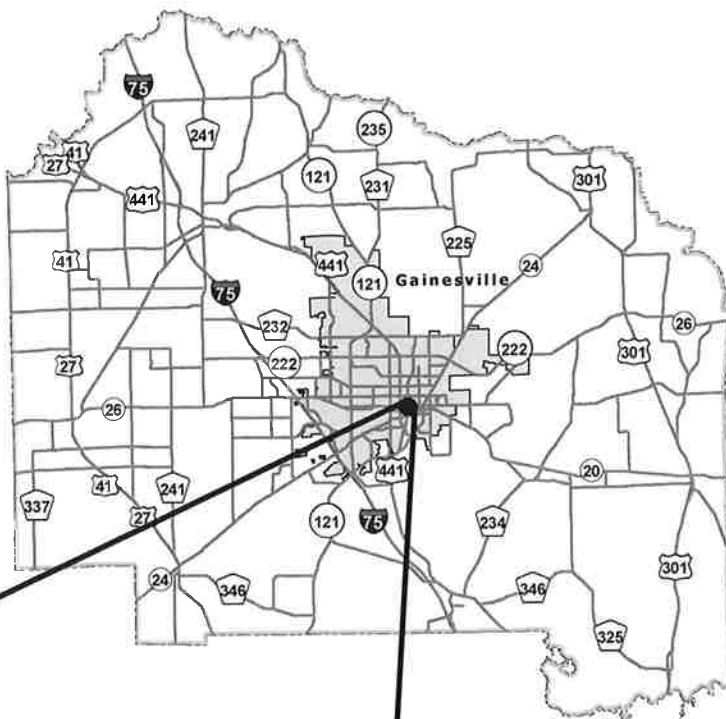
Attachments

t:\lynn\td2017\alachua\memos\sept.docx

Alachua County Administration Building

12 Southeast 1st Street
Gainesville, FL 32601

Directions: From the intersection (exit 387) of Interstate 75 and State Road 26 (also known as University Avenue) turn, East onto State Road 26 (also known as University Avenue), travel approximately 5.5 miles, turn right (South) onto SE 1st St and the Alachua County Administration Building will be on the right, on the Western side of SE 1st St.



1 inch = 500 feet

Alachua County
Administration
Building





Serving Alachua
Bradford • Columbia
Dixie • Gilchrist • Hamilton
Lafayette • Levy • Madison
Suwannee • Taylor • Union Counties

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

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING ANNOUNCEMENT AND AGENDA

Jack Durrance Auditorium
Alachua County Admin. Bldg.,
12 S.E. 1st Street
Gainesville, Florida

Wednesday
September 13, 2017
10:00 a.m.

I. BUSINESS MEETING – CALL TO ORDER

A. Introductions

B. Approval of the Meeting Agenda

ACTION REQUIRED

**C. Approval of the May 24, 2017
Minutes**

Page 7

ACTION REQUIRED

II. NEW BUSINESS

A. Bylaws

Page 13

ACTION REQUIRED

The Board needs to review and approve the Bylaws

B. Grievance Procedures

Page 31

ACTION REQUIRED

The Board needs to review and approve the Grievance Procedures

C. Elect Vice-Chair

Page 49

ACTION REQUIRED

The Board needs to re-elect Jeff Lee as the Board's Vice-Chair or elect a new Vice-Chair

D. MV Transportation Operations Reports

Page 51

NO ACTION REQUIRED

MV Transportation staff will present service operation highlights

III. OTHER BUSINESS

A. Comments

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

IV. FUTURE MEETING DATES

- A. November 8, 2017 at 10:00 a.m.**
- B. February 14, 2018 at 10:00 a.m.**
- C. May 9, 2018 at 10:00 a.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.

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Adrian Hayes-Santos Local Elected Official/Chair Grievance Committee Member	
Janell Damato Florida Department of Transportation	Sandra Collins Florida Department of Transportation
John Wisker Florida Department of Children and Families	Louella Teague Florida Department of Children and Families
Vacant Florida Department of Education	Jeffrey Aboumrad Florida Department of Education
Jeff Lee - Vice- Chair Florida Department of Elder Affairs Grievance Committee Member	Vacant Florida Department of Elder Affairs
Deweese Ogden Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Vacant Regional Workforce Board	Vacant Regional Workforce Board
Charles J. Harris Central Florida Community Action Agency (Term ending June 30, 2020)	Tiffany McKenzie Central Florida Community Action Agency (Term ending June 30, 2020)
James H. Speer, Jr. Public Education	David Dees Public Education
Albert H. Linden, Jr. Veterans (Term ending June 30, 2020)	Vacant Veterans (Term ending June 30, 2020)
James East Citizen Advocate Grievance Committee Member (Term ending June 30, 2018)	Paul Selvy Citizen Advocate (Term ending June 30, 2018)
Earther Wright Citizen Advocate - User Grievance Committee Member (Term ending June 30, 2018)	Vacant Citizen Advocate - User (Term ending June 30, 2018)
Christine Eason Louton Persons with Disabilities Grievance Committee Member (Term ending June 30, 2018)	Sharon Curtis Persons with Disabilities (Term ending June 30, 2018)
Vacant Elderly (Term ending June 30, 2020)	Vacant Elderly (Term ending June 30, 2020)
Vacant Medical Community (Term ending June 30, 2019)	Vacant Medical Community (Term ending June 30, 2019)
Trisha Nieves Children at Risk (Term ending June 30, 2019)	Vacant Children at Risk (Term ending June 30, 2019)
Jesus Gomez Mass Transit	Mildred Crawford Mass Transit
Lisa Hogan Private Transportation Industry (Term ending June 30, 2019)	Vacant Private Transportation Industry (Term ending June 30, 2019)

Note: Unless specified, members and alternates serve at the pleasure of the Metropolitan Transportation Planning Organization.

**ALACHUA COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

Jack Durrance Auditorium
Alachua County Administration Bldg.
Gainesville, Florida

Wednesday
May 24, 2017
10:00 a.m.

VOTING MEMBERS PRESENT

Commissioner Adrian Hayes-Santos, Chair
Jeff Aboumrad, Florida Department of Education Representative
Millie Crawford representing Jesus Gomez, Mass Transit Representative
Janell Damato, Florida Department of Transportation Representative
James East, Citizen Advocate
Charles J. Harris, Central Florida Community Action Agency Representative
Jeff Lee, Florida Department of Elder Affairs Representative, Vice-Chair
Deweece Ogden, Florida Agency for Health Care Administration- Medicaid

VOTING MEMBERS ABSENT

Christine Eason Louton, Persons with Disabilities Representative
Lisa Hogan, Private Transit Industry Representative
Trisha Nieves, Children at Risk Representative
John Wisker, Florida Department of Children and Families
Earther Wright, Citizen Advocate

OTHERS PRESENT

John Carmine, Grace Marketplace
Ed Griffin, General Manager, MV Transportation, Inc.
Marsha Rivera, MV Transportation, Inc.
Jesse Pete
Jack Varnon

STAFF PRESENT

Lynn Godfrey, Metropolitan Transportation Planning Organization

I. BUSINESS MEETING CALL TO ORDER

Chair Hayes-Santos called the meeting to order at 10:02 a.m.

A. Approval of the Meeting Agenda

James East requested adding a discussion of Alachua County representation at meetings to the agenda.

ACTION: Charles Harris moved to approve the meeting agenda with the noted addition. Jeff Lee seconded; motion passed unanimously.

B. Approval of the February 8, 2017 Minutes

ACTION: Albert Linden, Jr. moved to approve the February 8, 2017 meeting minutes. James East seconded; motion passed unanimously.

II. NEW BUSINESS

A. 2017/18 Alachua County Transportation Disadvantaged Service Plan

Ms. Lynn Godfrey, Metropolitan Transportation Planning Organization Senior Planner, stated that MV Transportation, Inc. prepared the 2017/18 Transportation Disadvantaged Service Plan in cooperation with the North Central Florida Regional Planning Council for the Board's approval. She said Service Plan must be approved by the Board and submitted to the Florida Commission for the Transportation Disadvantaged annually.

Mr. Edward Griffin, MV Transportation, Inc. General Manager, discussed the Operations Element of the Plan and proposed changes.

Ms. Marsha Rivera, MV Transportation, Inc. Financial Manager, discussed the proposed Fiscal Year 2017/18 Transportation Disadvantaged Program service rates and the rate calculation model used to develop the proposed rates.

ACTION: James East moved to approve the 2017/18 Alachua County Transportation Disadvantaged Service Plan. Jeff Lee seconded;

Janell Damato asked if a roll call vote is required to approve the Plan. She said other Transportation Disadvantaged Coordinating Boards are taking roll call votes when approving the Service Plans.

Ms. Godfrey stated that she did not know whether a roll call vote is required.

Chair Hayes-Santos asked for a roll call vote.

Janell Damato - Yes
Jeff Lee - Yes
Deweece Ogden - Yes
Charles Harris - Yes
Albert Linden, Jr. - Yes
James East - Yes
Jeff Aboumrad - Yes
Mildred Crawford - Yes

motion passed unanimously.

B. 2017/18 Mobility Enhancement Grant Applications

Mr. Griffin stated that MV Transportation, Inc. submitted two Mobility Enhancement Grant applications. He said the grant project to continue providing bus passes to the Grace Marketplace was approved. He said the second project to continue the Santa Fe Extra service was not approved for funding.

Mr. Griffin stated that the bus pass project is a continuation of the Fiscal Year 2016/17 Mobility Enhancement Grant project that provides approximately 250 bus passes per month to the homeless population residing at Grace Marketplace.

Mr. John Carmine, Grace Marketplace Director, thanked the Board for supporting the continuation of the bus pass project. He said residents of Grace Marketplace have been able to find employment and housing as a result of having transportation available to them. He said there is more demand for the bus passes than the number of passes available. He explained that the daily distribution of the bus passes is prioritized based on those seeking employment, education, housing and medical appointments.

James East thanked Grace Marketplace for the services they provide to assist the homeless population.

C. MV Transportation Presentation/Operations Reports

Mr. Griffin discussed the following activities of MV Transportation:

- Annie Lee-Welch Katherine McClory Award recipient
- Marsha Rivera, Manager Spotlight
- Operations Report
- 2017 Transportation Disadvantaged Legislative Day
- Florida Triple Crown Rodeo
- Enhanced Training
- Transit is Golden Event

James East thanked MV Transportation, Inc. for providing transportation to the Gainesville Orchestra concert.

Jeff Lee asked how the new Managed Medical Care Program long term care contracts will affect MV Transportation, Inc.

Mr. Griffin explained that, prior to Medicaid Program reform in 2015, MV Transportation, Inc. received approximately \$90,000 per month to provide Medicaid Program non-emergency transportation. He said that, currently, MV Transportation, Inc. receives approximately \$72,000 per year to transport Medicaid Program clients. He said he is hopeful the new contracts will bring in new transportation brokers for MV Transportation, Inc. to work with.

Mildred Crawford stated that she attends meetings with the dialysis unit staff and they are very concerned about the quality and safety of their patient transportation. She explained that there are various non-emergency transportation providers working with the transportation brokers under Florida's Managed Medical Care Program. She said these transportation providers are not monitored regularly for safety.

D. 2017 Florida Legislative Session

Ms. Godfrey stated that the Florida Legislature increased funding to the Transportation Disadvantaged Program. She said this additional funding will continue the Mobility Enhancement Grant program and assist rural counties.

III. OTHER BUSINESS

A. Members

Jeff Lee noted that the date of the last meeting is incorrect.

Ms. Godfrey apologized and said she would correct the date.

Chair Hayes-Santos stated that he looks forward to serving as Chair of the Board.

B. Citizens

Mr. Jack Varnon commended the integrity of the individuals driving for MV Transportation, Inc.

Ms. Jesse Pete commended MV Transportation staff for the outstanding service they provide.

IV. FUTURE MEETING DATES

Ms. Godfrey stated that the next meeting of the Alachua County Transportation Disadvantaged Coordinating Board will be held September 13, 2017 at 10:00 a.m.

ADJOURNMENT

The meeting adjourned at 11:08 a.m.

Chair

Date



September 6, 2017

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

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\td2017\alachua\memos\bylaws.docx

Bylaws

September 13, 2017

Alachua County Transportation Disadvantaged Coordinating Board



Bylaws

Approved by the
Alachua County
Transportation Disadvantaged Coordinating Board

2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org/mtpo
352.955.2000

Adrian Hayes-Santos, Chair

with Assistance from



Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
352.955.2200

September 13, 2017

THIS PAGE LEFT BLANK INTENTIONALLY

Table of Contents

Chapter I: Alachua County Transportation Disadvantaged Coordinating Board Bylaws	1
A. Preamble	1
B. Agency Description	1
C. Definitions	1
D. Name and Purpose	2
E. Membership	2
F. Officers.....	4
G. Meetings.....	4
H. Administration	6
I. Duties.....	6
J. Committees.....	8
K. Amendments.....	8
L. Certification	8

THIS PAGE LEFT BLANK INTENTIONALLY

Chapter I: Alachua County Transportation Disadvantaged Coordinating Board Bylaws

A. Preamble

The following sets forth the bylaws which shall serve to guide the proper functioning of the Alachua County Transportation Disadvantaged Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 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 Alachua County Transportation Disadvantaged Coordinating Board is a public body appointed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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 Alachua 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 within the designated service area. In general, the Board is considered an advisory body (Section 427.0157, Florida Statutes).

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 Alachua County is the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.
 - (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 service area;
- (g) A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the service area;
- (h) A person over age sixty (60) representing the elderly in the service area;
- (i) A person with a disability representing the disabled in the service area;
- (j) Two citizen advocate representatives in the service area; 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. It is the intent of the Florida Commission for the Transportation Disadvantaged for the membership of the Board to represent to the maximum extent possible a cross section of their local community.

- (2) **Alternate Members.** The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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. Alternate members must be a representative of the same interest as the primary member.
- (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 Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. 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 Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall appoint the Chair for all Board meetings. The appointed Chair shall be an elected official from the designated service area that the Board serves (41-2.012(1), Florida Administrative Code). The Chair shall serve until their elected term of office has expired or otherwise replaced by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.
- (2) **Vice-Chair.** The Board shall elect a Vice-Chair. The Vice-Chair shall be elected by a majority vote of a quorum of the members of the Board present. 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. The Vice-Chair may serve more than one term.

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. Business meetings of the Board may be called, rescheduled, postponed or cancelled at the discretion of the Chair. All meetings will function under the "Government in the Sunshine Law." All meetings will provide opportunity for public comments on the agenda. The Board shall conduct business using parliamentary procedures according to Roberts Rules of Order.

- (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. Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff shall give the Florida Commission for the Transportation Disadvantaged, Board members and all interested parties one week notice, if possible, of the date, time, location and proposed agenda for the emergency meeting. Meeting materials shall be provided as early as possible. Emergency meetings shall be advertised at a minimum, in the largest general circulation newspaper in the designated service area as soon as possible prior to the meeting.
- (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. Special meetings of the Board may be rescheduled, postponed or cancelled at the discretion of the Chair.
- (4) **Public Workshop.** The Board shall hold a public workshop annually. Public workshops may be called, rescheduled, postponed or cancelled at the discretion of the Chair.
- (5) **Notice of Regular and Special Meetings.** Notices and tentative agendas shall be provided to the Florida Commission for the Transportation Disadvantaged, Board members and other interested parties at least two weeks prior to each Board meeting. Meeting notices shall include the date, time, location, general nature/subject of the meeting, a contact person and phone number to call for additional information and to request accessible formats.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall provide the agenda and meeting package to the Florida Commission for the Transportation Disadvantaged, Board members and all other interested parties prior to the meeting. The agenda shall include a public participation opportunity.

- (6) **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. In the absence of a quorum, the members present may also elect to either:
 - a) Cancel and reschedule the meeting; or
 - b) Continue to meet and discuss agenda items for informational purposes only. Agenda items that require formal action shall be presented at a future meeting where a quorum is present.

Board members can participate (and vote) in meetings via conference call, however, a physical quorum must be present to vote on agenda items that require formal action.

- (7) **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.

- (8) 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."
- (9) Proxy Voting. Proxy voting is not permitted.
- (10) Parliamentary Procedures. The Board will conduct business using parliamentary procedures according to Robert's Rules of Order, except when in conflict with these Bylaws.
- (11) Attendance. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall review, and consider rescinding, the appointment of any voting member of the Board who fails to attend three consecutive meetings. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall notify the Florida Commission for the Transportation Disadvantaged if any state agency voting member or their alternate fails to attend three consecutive meetings. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area must maintain an attendance roster for each meeting. Board members can participate (and vote) at meetings via conference call, however, a physical quorum must be present to vote on action items.

H. Administration

- (1) Staff Support. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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 Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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 Chapter 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 workshop.
- (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 Alachua 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 Alachua County Transportation Disadvantaged Coordinating Board the 13th day of September 2017.

Adrian Hayes-Santos, Chair
Alachua County Transportation Disadvantaged Coordinating Board

Alachua County Transportation Disadvantaged Coordinating Board

Bylaws Team

Scott R. Koons, AICP, Executive Director

- * Lynn Franson-Godfrey, AICP, Senior Planner

- * Primary Responsibility



Use the QR Reader App
on your smart phone to
visit our website!

Alachua County Transportation Disadvantaged Coordinating Board

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

www.ncfrpc.org/td



II. B

Serving Alachua

Bradford • Columbia

Dixie • Gilchrist • Hamilton

Lafayette • Levy • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 • 1 803 • 352 . 955 . 2200

September 6, 2017

TO: Alachua County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Alachua County Transportation Disadvantaged Coordinating Board Grievance Procedures

RECOMMENDATION

Approve the Board's Grievance Procedures.

BACKGROUND

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

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

Attachment

t:\lynn\td2017\alachua\memos\gp.docx

Transportation Disadvantaged Grievance Procedures

September 13, 2017

Alachua County
Transportation Disadvantaged Coordinating Board



Transportation Disadvantaged Grievance Procedures

Approved by the
Alachua County
Transportation Disadvantaged Coordinating Board

2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org/mtpo
352.955.2000

Adrian Hayes-Santos, Chair

with Assistance from



Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
352.955.2200

September 13, 2017

THIS PAGE LEFT BLANK INTENTIONALLY

Table of Contents

Chapter I: Alachua County Transportation Disadvantaged Coordinating Board	1
Grievance Procedures	1
A. Preamble	1
B. Agency Description	1
C. Definitions	1
D. Purpose	2
E. Membership	3
F. Officers.....	3
G. Meetings.....	3
H. Administration	4
I. Duties.....	4
J. Procedures.....	4
K. Appeals	6
L. Suspension Reconsideration	7
M. Prohibition Against Retaliation	7
N. Alternative Recourse	8
O. Certification	8

THIS PAGE LEFT BLANK INTENTIONALLY

Chapter I: Alachua County Transportation Disadvantaged Coordinating Board Grievance Procedures

A. Preamble

The following sets forth the procedures for the Alachua County Transportation Disadvantaged Coordinating Board to address grievances from agencies, users, potential users, sub-contractors, and other interested parties concerning Florida's Coordinated Transportation System.

B. Agency Description

The Alachua County Transportation Disadvantaged Coordinating Board, herein after referred to as the Board, is a public body appointed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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's Coordinated Transportation System means a transportation system responsible for coordination and service provisions for the transportation disadvantaged as outlined in Chapter 427, Florida Statutes.

Grievance means a written complaint to document any concerns regarding the operation or administration of services provided by Florida's Coordinated Transportation System by the Community Transportation Coordinator, subcontracted transportation operators, the Designated Official Planning Agency, or the Board. A grievance may also be a service complaint that has been left unresolved for more than 45 days.

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.

Service complaint means routine incidents that occur on a daily basis, are reported to the driver or dispatcher, or to other individuals involved with the daily operations, and are resolved within the course of a reasonable time period suitable to the complainant. All service complaints shall be recorded and a summary of complaints should be provided by the Community Transportation Coordinator on a quarterly basis, to the Board.

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. Purpose

- (1) The Board shall appoint a Grievance Committee to serve as a mediator to process, and investigate complaints from agencies, users, potential users of the system and the Community Transportation Coordinator in the designated service area, and make recommendations to the Board for the improvement of service.
- (2) The Board shall establish procedures to provide regular opportunities for issues to be brought before the Grievance Committee and to address them in a timely manner. Members appointed to the Grievance Committee shall be voting members of the Board.

- (3) The Grievance Committee and the Board shall have the authority to hear and advise on grievances. When an entity makes a determination of the rights, duties, privileges, benefits, or legal relationships of a specified person or persons, it is exercising "adjudicative" or "determinative" powers. Deciding a grievance between two independent parties may fall within these parameters, depending on the nature of the grievance. Chapter 427, Florida Statutes grants no adjudicative powers to anyone.

E. Membership

- (1) The Alachua County Transportation Disadvantaged Coordinating Board Chair shall appoint five (5) voting members to a Grievance Committee. The membership of the Grievance Committee shall include broad geographic representation from members of the local Coordinating Board representing the counties in the service area.
- (2) Term limits on the Grievance Committee shall coincide with term limits on the Board.

F. Officers

- (1) The Grievance Committee shall elect a Chair and Vice-Chair.

G. Meetings

- (1) The Grievance Committee may meet as often as necessary to fulfill their responsibilities. Meetings may be called, rescheduled, postponed or cancelled at the discretion of the Chair. The Grievance Committee may meet following Board meetings to hear complaints and grievances. All meetings will function under the "Government in the Sunshine Law." All meetings will provide opportunity for public comments on the agenda.
- (2) Notice of Meetings. Notices and tentative agendas shall be provided to the Florida Commission for the Transportation, Committee members and other interested parties at least two weeks prior to the meeting. Meeting notices shall include the date, time, location, general nature/subject of the meeting, a contact person and phone number to call for additional information and to request accessible formats.
- (3) Quorum. At all meetings of the Grievance Committee, 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.
- (4) Voting. A majority vote is required for actions by the Grievance Committee. As required by Section 286.012, Florida Statutes, all Grievance Committee members, including the Chair, must vote on all official actions taken by the Grievance Committee except when there appears to be a possible conflict of interest with a member or members of the Grievance Committee.

- (5) 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."

In cases where a grievance involves the private or personal interests of a member of the Grievance Committee, such member shall be disqualified from hearing such grievance. If a Grievant claims a conflict between the Grievant and a Grievance Committee member, the Grievance Committee member identified as having a conflict shall recuses themselves from hearing the grievance. No member of the Grievance Committee shall appear before the Grievance Committee as an agent or attorney for any person.

- (6) Proxy Voting. Proxy voting is not permitted.
- (7) Parliamentary Procedures. The Grievance Committee will conduct business using parliamentary procedures according to Robert's Rules of Order, except when in conflict with these Grievance Procedures.

H. Administration

- (1) Staff Support. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall provide the Grievance Committee with sufficient staff support and resources to enable the Grievance Committee to fulfill their responsibilities.
- (2) Minutes. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is responsible for maintaining an official set of minutes for each Grievance Committee meeting.

I. Duties

The Grievance Committee shall make recommendations to the Board, the Community Transportation Coordinator, and/or to the Florida Commission for the Transportation Disadvantaged for improvement of service.

J. Procedures

- (1) The grievance procedures shall be open to addressing concerns by any person or agency including but not limited to: purchasing agencies, users, potential users, private-for-profit operators, private-nonprofit operators, Community Transportation Coordinators, Designated Official Planning Agencies, elected officials, and drivers. The grievant, in their formal complaint, should demonstrate or establish their concerns as clearly as possible.

- (2) The Board must make a written copy of the grievance procedures available to anyone, upon request. All documents pertaining to the grievance process will be made available, upon request, in accessible format. The following procedures are established to provide regular opportunities for grievances to be brought before the Grievance Committee.
- (3) Should an interested party wish to file a grievance with the Board, that grievance must be filed in writing within ninety (90) days after the occurrence of the event giving rise to the grievance. The grievance shall be sent to:

Alachua County Transportation Disadvantaged Coordinating Board
Grievance Committee
2009 N.W. 67th Place
Gainesville, FL 32653-1603
- (4) If requested, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff will provide assistance to individuals in preparing written grievances.
- (5) The grievance should try to demonstrate or establish a clear violation of a specific law, regulation, or contractual arrangement. Copies of pertinent laws and regulations may be obtained from Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff.
- (6) The grievance shall include:
 - a. the name, address and telephone number of the Complainant;
 - b. a statement of the grounds for the grievance and be supplemented by supporting documentation, made in a clear and concise manner; and
 - c. an explanation by the Complainant of the improvements needed to address the complaint.
- (7) If the Board receives a grievance pertaining to the operation of services by the Community Transportation Coordinator, that grievance shall be forwarded to the Community Transportation Coordinator for a written response. The Community Transportation Coordinator's written response shall be provided to the Grievance Committee at least one week prior to the Grievance Committee meeting to hear such grievance.
- (8) If the Complainant does not want to be contacted by the Community Transportation Coordinator concerning the grievance before the grievance is heard, the Community Transportation Coordinator is prohibited from contacting the Complainant.
- (9) Within fifteen (15) working days following the date of receipt of the formal grievance, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff shall advise the Grievance Committee of the grievance to schedule a hearing on the grievance and inform the Complainant of the hearing date.
- (10) The Grievance Committee shall meet to hear the grievance within forty-five (45) calendar days from the date of receipt of the grievance.
- (11) Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff shall send notice of the Grievance Committee's scheduled hearing in writing to the local newspaper of greatest circulation, the Complainant and other interested parties.

- (12) All involved parties have a right to present their views to the Grievance Committee, either orally or in writing. In addition, all parties may present evidence. The Community Transportation Coordinator shall provide transportation to and from Grievance Committee meetings at no charge to complainants who cannot transport themselves to the meetings.
- (13) A written report and any recommendations of the Grievance Committee shall be provided to the Board. A copy of this report shall be provided to the concerned parties within ten (10) working days after the hearing on the grievance and no more than sixty (60) calendar days from the date of receipt of the formal grievance. The Grievance Committee's recommendation will stand unless the recommendation is changed by the Board.
- (14) A written report shall also be provided to the Community Transportation Coordinator's Governing Board.

K. Appeals

- (1) Appeals of recommendations by the Grievance Committee to the Board shall be made within twenty (20) working days from the date when the Grievance Committee makes a recommendation regarding a grievance. The appeal shall be mailed to:

Alachua County Transportation Disadvantaged Coordinating Board
2009 N.W. 67th Place
Gainesville, FL 32653-1603

- (2) The Complainant will be notified in writing of the date, time and place of the Board meeting where the appeal will be heard. This written notice will be mailed at least ten (10) calendar days in advance of the meeting.
- (3) The Board will meet to hear the appeal and render its recommendation within thirty (30) calendar days of the date the appeal was filed. A written copy of the recommendation will be mailed to all parties involved within ten (10) calendar days of the date of the recommendation.
- (4) Should a Complainant remain dissatisfied with the Board's decision, he or she may contact the Florida Commission for the Transportation Disadvantaged at the following address:

Florida Commission for the Transportation Disadvantaged
605 Suwannee Street, MS-49
Tallahassee, FL 32399-0450

- (5) The Florida Commission for the Transportation Disadvantaged also has an Ombudsman Program to assist individuals with complaints. The toll-free Ombudsman Hotline is 1-800-983-2435. Chapter 427, Florida Statutes does not expressly confer the power or authority for the Florida Commission for the Transportation Disadvantaged to "hear and determine" a grievance between two (2) third parties. The Florida Commission for the Transportation Disadvantaged may choose to listen to grievances and it can investigate them from a fact-finding perspective. It cannot be the "judge" or "arbiter" of the grievance in the sense of determining that one party's version of the facts is right and the other is wrong, and order the wrong party to somehow compensate the right party. On the other hand, the grievance may bring to light a problem within "the system."

- (6) If the grievance showed that one (1) of the parties with whom the Florida Commission for the Transportation Disadvantaged contracts was acting so aberrantly as to not be in compliance with its contract, the Florida Commission for the Transportation Disadvantaged could exercise whatever contractual rights it has to correct the problem.
- (7) The Florida Commission for the Transportation Disadvantaged may take part in the grievance process, if it wants to, for purposes of listening to the grieving parties and gathering the facts of the matter. It may not decide the grievance, where doing so would amount to an exercise of adjudicative powers.

L. Suspension Reconsideration

- (1) If a rider has been issued a notice of suspension of service by the Community Transportation Coordinator, they have ten (10) calendar days from the date of issuance of suspension notice to request a reconsideration hearing on the suspension. If a reconsideration hearing is requested, the hearing will be held by the Grievance Committee if the suspension involves transportation provided under Florida's Transportation Disadvantaged Program.
- (2) The written request must include the name, address and telephone number of the person who is requesting the hearing and a statement as to why his or her riding privileges should not be suspended. If the request is not received within ten (10) calendar days from the issue date of the suspension, then the suspension becomes effective ten (10) calendar days from the date of issue.
- (3) Upon receipt of letter requesting the reconsideration hearing, a hearing shall be held within ten (10) working days. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will advise the person requesting the reconsideration hearing by return correspondence of the date, time and location of the hearing.
- (4) The suspended rider will be given the opportunity to present the reasons why they believe the suspension should not take place. The Grievance Committee will make a recommendation whether or not to uphold the suspension. A written statement of the decision whether or not to uphold the suspension shall be forwarded by certified mail within two (2) working days by the Community Transportation Coordinator to the suspended rider.

M. Prohibition Against Retaliation

The Community Transportation Coordinator shall not take any punitive action against an individual who files a grievance. No individual shall be denied Transportation Disadvantaged Program services because such individual has filed a grievance related to Florida's Transportation Disadvantaged Program or has testified or is about to testify in any such proceeding or investigation related to Florida's Transportation Disadvantaged Program.

N. Alternative Recourse

Apart from these grievance processes, aggrieved parties with proper standing may also have recourse through Chapter 120, Florida Statutes, administrative hearings process or the judicial court system.

O. Certification

The undersigned hereby certifies that he/she is the Chair of the Alachua County Transportation Disadvantaged Coordinating Board and that the foregoing is a full, true and correct copy of the Grievance Procedures of this Board as adopted by the Alachua County Transportation Disadvantaged Coordinating Board the 13th day of September 2017.

Adrian Hayes-Santos, Chair
Alachua County Transportation Disadvantaged Coordinating Board

Alachua County Transportation Disadvantaged Coordinating Board

Grievance Procedures Team

Scott R. Koons, AICP, Executive Director

- * Lynn Franson-Godfrey, AICP, Senior Planner

- * Primary Responsibility



Use the QR Reader App
on your smart phone to
visit our website!

Alachua County Transportation Disadvantaged Coordinating Board

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

www.ncfrpc.org/td



September 6, 2017

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Elect Vice-Chair

RECOMMENDATION

Re-elect Mr. Jeff Lee as the Board's Vice-Chair or elect a new Vice-Chair.

BACKGROUND

Chapter I. F. of the Board's Bylaws requires the Board to elect a Vice-Chair annually. The Vice-Chair shall serve a term of one year. In the event of the Chair's absence, the Vice-Chair shall assume the duties of the Chairperson and conduct the meeting.

If you have any questions concerning this matter, please contact me at extension 110.

t:\lynn\td2017\alachua\memos\vicechair.docx



September 6, 2017

TO: Alachua County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: MV Transportation, Inc. Operations Reports

RECOMMENDATION

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

BACKGROUND

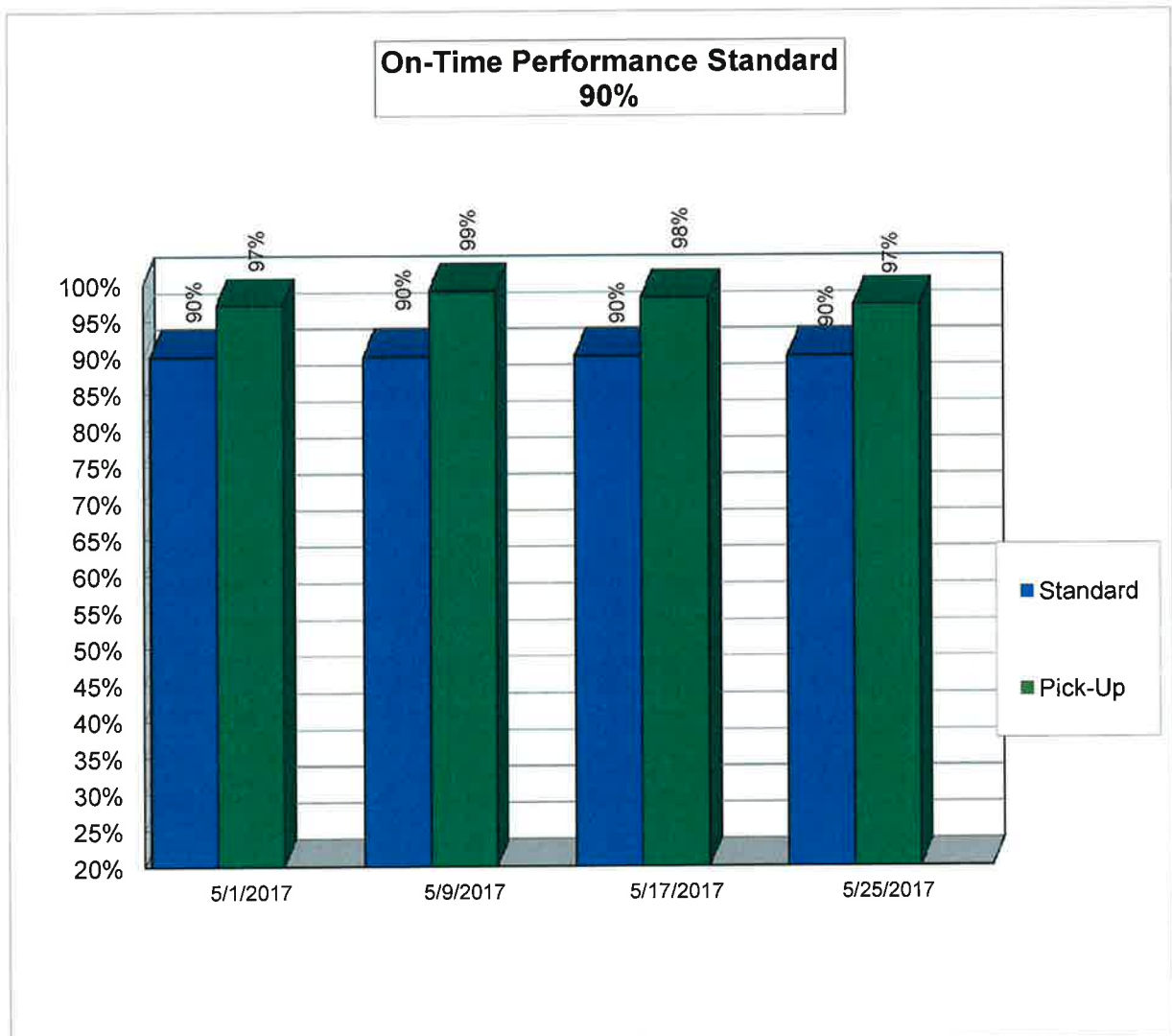
Attached are the following reports:

1. Alachua County Transportation Disadvantaged Service Plan Standards Report:
 - On-time performance
 - Complaints
 - Call hold time
 - Accidents
 - Roadcalls
2. MV Transportation Operations Reports July 2016 - July 2017
3. Transportation Disadvantaged Program Status Report
4. Unmet Transportation Needs Report

Attachments

t:\lynn\td2017\alachua\memos\opsreportsept.docx

**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, MAY 2017**



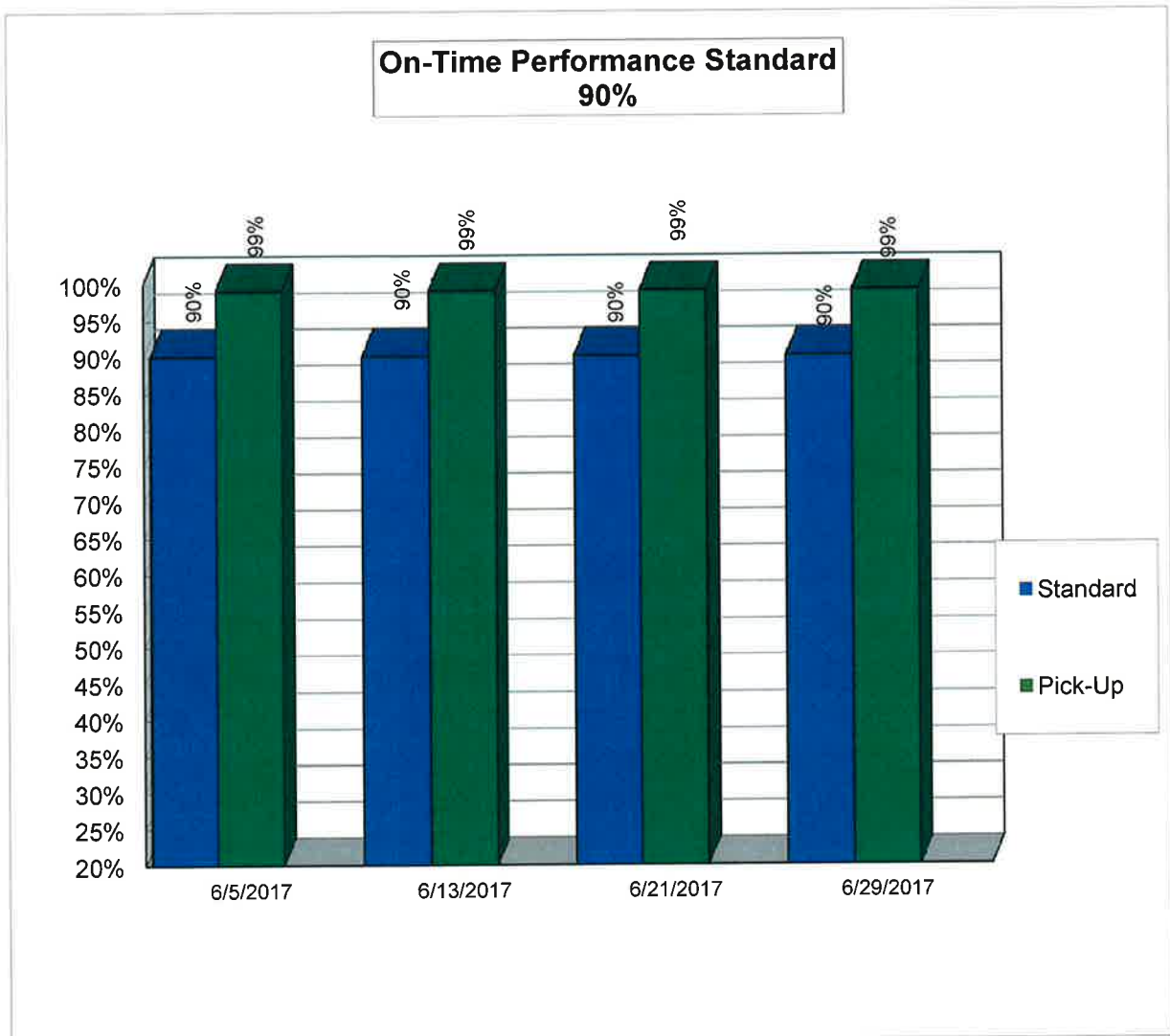
Early/Late Report - Monthly

Div 65 Gainesville, FL

Statistics by iWeb (c) 2006 MV Transportation, Inc. - Last Queried: 06/09/17 02:50:30 PAC

May 2017 (Early Win: 31 Late Win: 61)																		
Stop Types							Total	Total	Total	Total	Sub Categories							
Date	DoW	Trips	NoShow	CAD	NS (Lt)	NS (Dw)	Miss	Stops	OnTime	Late	OTP%	Late31+	Early	0to15	16to30	31to60	61to90	91+
05/01/17	Mon	371	21	0	0	0	0	392	381	11	97.19%	3	71	5	3	2	1	0
05/02/17	Tue	355	22	0	0	0	0	377	370	7	98.14%	2	75	4	1	2	0	0
05/03/17	Wed	378	18	0	0	0	0	396	385	11	97.22%	2	90	8	1	0	2	0
05/04/17	Thu	361	21	0	0	0	0	382	380	2	99.48%	0	60	0	2	0	0	0
05/05/17	Fri	383	8	0	0	0	0	391	381	10	97.44%	2	84	4	4	2	0	0
05/06/17	Sat	148	24	0	0	0	0	172	166	6	96.51%	3	31	2	1	0	2	1
05/07/17	Sun	44	2	0	0	0	0	46	43	3	93.48%	2	4	1	0	2	0	0
05/08/17	Mon	304	19	0	0	0	0	323	317	6	98.14%	2	73	2	2	1	0	1
05/09/17	Tue	366	19	0	0	0	0	385	382	3	99.22%	1	78	2	0	0	0	1
05/10/17	Wed	355	19	0	0	0	0	375	358	17	95.47%	7	63	5	4	2	2	3
05/11/17	Thu	379	23	0	0	0	0	402	397	5	98.76%	0	65	4	1	0	0	0
05/12/17	Fri	291	18	0	0	0	0	319	316	3	99.06%	0	62	3	0	0	0	0
05/13/17	Sat	129	10	0	0	0	0	139	137	2	98.56%	0	50	2	0	0	0	0
05/14/17	Sun	55	3	0	0	0	0	58	53	5	91.38%	2	8	3	0	2	0	0
05/15/17	Mon	348	13	0	0	0	0	362	358	4	98.90%	0	73	2	1	0	0	0
05/16/17	Tue	387	20	0	0	0	0	407	402	5	98.77%	1	84	1	3	0	0	1
05/17/17	Wed	357	15	0	0	0	0	372	367	5	98.66%	1	87	4	0	1	0	0
05/18/17	Thu	419	27	0	0	0	0	446	444	2	99.55%	1	80	1	0	0	0	1
05/19/17	Fri	311	10	0	0	0	0	321	317	4	98.75%	1	77	3	0	1	0	0
05/20/17	Sat	139	21	0	0	0	0	160	160	0	100.00%	0	45	0	0	0	0	0
05/21/17	Sun	39	0	0	0	0	0	39	39	0	100.00%	0	6	0	0	0	0	0
05/22/17	Mon	366	20	0	0	0	0	386	380	6	98.45%	0	97	4	2	0	0	0
05/23/17	Tue	412	22	0	0	0	0	434	431	3	99.31%	1	92	2	0	0	0	1
05/24/17	Wed	357	25	0	0	0	0	382	382	0	100.00%	0	65	0	0	0	0	0
05/25/17	Thu	368	24	0	0	0	0	402	391	11	97.26%	1	81	8	2	1	0	0
05/26/17	Fri	368	10	0	0	0	0	394	392	2	99.49%	0	78	0	2	0	0	0
05/27/17	Sat	124	6	0	0	0	0	130	129	1	99.23%	0	31	1	0	0	0	0
05/28/17	Sun	38	1	0	0	0	0	39	35	4	89.74%	1	6	2	1	1	0	0
05/29/17	Mon	105	11	0	0	0	0	116	114	2	98.28%	1	25	1	0	1	0	0
05/30/17	Tue	375	21	0	0	0	0	396	391	5	98.74%	1	65	4	0	1	0	0
05/31/17	Wed	374	12	0	0	0	0	386	386	0	100.00%	0	65	0	0	0	0	0
Total:		8,806	523	0	0	0	0	9,329	9,184	145	98.45%	35	2,021	80	30	19	7	9

**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, JUNE 2017**



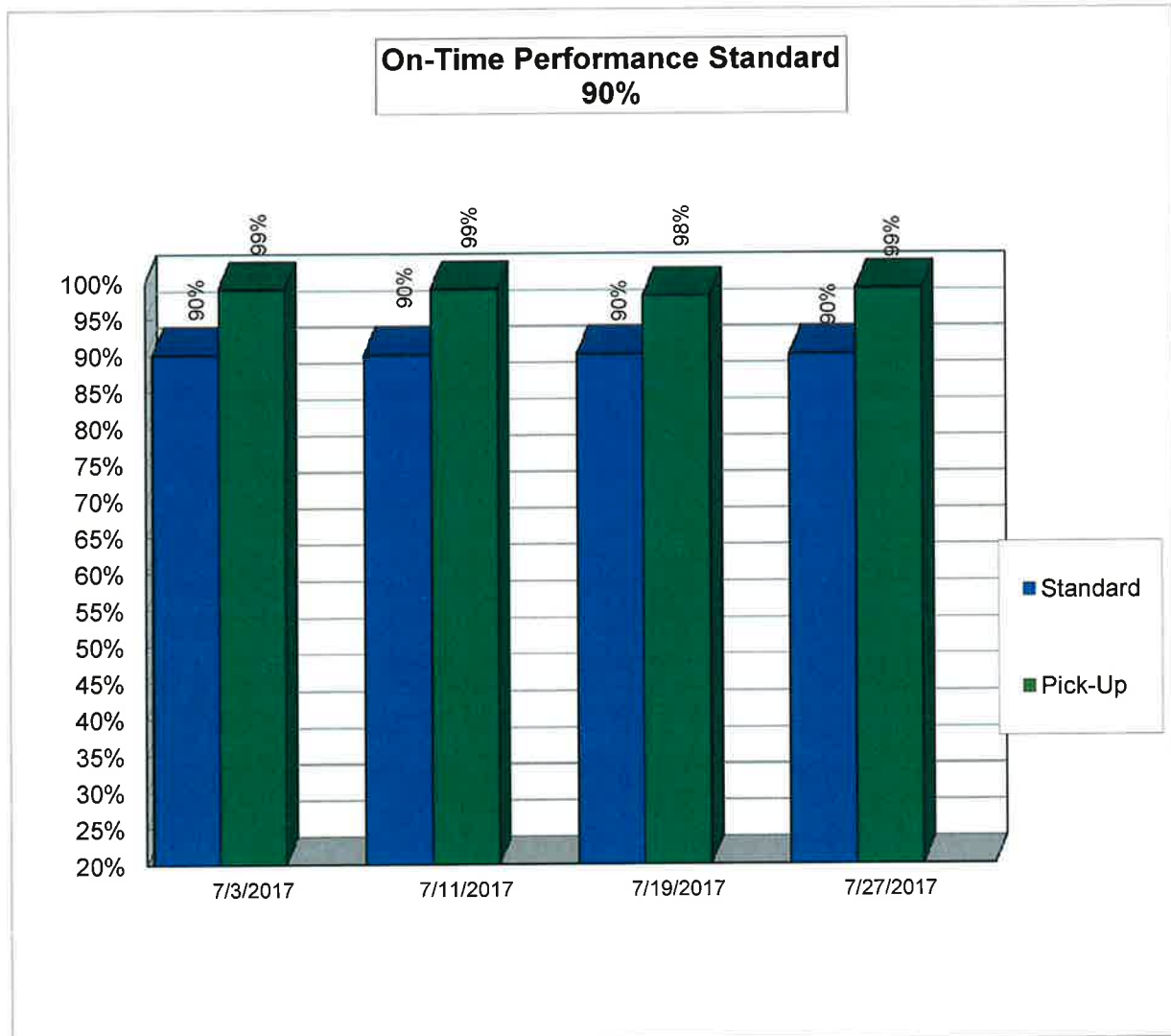
Early/Late Report - Monthly

Div 65 Gainesville, FL

Statistics by iWeb (c) 2006 MV Transportation, Inc. - Last Queried: 07/10/17 02:50:30 PAC

June 2017 (Early Win: 31 Late Win: 61)																		
Stop Types							Total	Total	Total	Total	Sub Categories							
Date	DoW	Trips	NoShow	CAD	NS (Lt)	NS (Dw)	Miss	Stops	OnTime	Late	OTP%	Late31+	Early	0to15	16to30	31to60	61to90	91+
06/01/17	Thu	396	30	0	0	0	0	426	420	6	98.59%	0	102	6	0	0	0	0
06/02/17	Fri	424	28	0	0	0	0	452	450	2	99.56%	0	150	2	0	0	0	0
06/03/17	Sat	162	14	0	0	0	0	176	172	4	97.73%	1	43	3	0	1	0	0
06/04/17	Sun	53	0	0	0	0	0	53	51	2	96.23%	0	3	1	1	0	0	0
06/05/17	Mon	332	27	0	0	0	0	359	357	2	99.44%	0	73	2	0	0	0	0
06/06/17	Tue	387	22	0	0	0	0	409	404	5	98.78%	0	76	5	0	0	0	0
06/07/17	Wed	356	16	0	0	0	0	372	367	5	98.66%	2	79	3	0	1	0	1
06/08/17	Thu	371	40	0	0	0	0	411	409	2	99.51%	1	87	1	0	0	0	1
06/09/17	Fri	316	22	0	0	0	0	338	334	4	98.82%	1	32	2	1	1	0	0
06/10/17	Sat	147	12	0	0	0	0	159	158	1	99.37%	0	53	1	0	0	0	0
06/11/17	Sun	38	2	0	0	0	0	40	39	1	97.50%	0	4	0	1	0	0	0
06/12/17	Mon	329	15	0	0	0	0	344	340	4	98.84%	2	92	0	2	0	0	2
06/13/17	Tue	365	23	0	0	0	0	398	397	1	99.75%	0	84	1	0	0	0	0
06/14/17	Wed	392	38	0	0	0	0	425	422	3	99.29%	2	93	1	0	2	0	0
06/15/17	Thu	337	26	0	0	0	0	362	360	2	99.45%	0	90	2	0	0	0	0
06/16/17	Fri	328	23	0	0	0	0	353	350	3	99.15%	1	95	2	0	0	1	0
06/17/17	Sat	134	13	0	0	0	0	147	147	0	100.00%	0	40	0	0	0	0	0
06/18/17	Sun	53	0	0	0	0	0	53	52	1	98.11%	1	10	0	0	1	0	0
06/19/17	Mon	297	12	0	0	0	0	309	308	1	99.68%	0	91	1	0	0	0	0
06/20/17	Tue	384	21	0	0	0	0	405	403	2	99.51%	0	112	2	0	0	0	0
06/21/17	Wed	333	7	0	0	0	0	340	338	2	99.41%	0	83	2	0	0	0	0
06/22/17	Thu	360	15	0	0	0	0	395	388	7	98.23%	0	104	4	3	0	0	0
06/23/17	Fri	268	13	0	0	0	0	281	279	2	99.29%	0	73	1	1	0	0	0
06/24/17	Sat	140	3	0	0	0	0	143	143	0	100.00%	0	36	0	0	0	0	0
06/25/17	Sun	35	1	0	0	0	0	36	36	0	100.00%	0	4	0	0	0	0	0
06/26/17	Mon	305	13	0	0	0	0	318	317	1	99.69%	0	66	1	0	0	0	0
06/27/17	Tue	352	15	0	0	0	0	367	365	2	99.46%	0	65	2	0	0	0	0
06/28/17	Wed	358	15	0	0	0	0	373	365	8	97.86%	2	98	6	0	2	0	0
06/29/17	Thu	310	20	0	0	0	0	330	328	2	99.39%	0	85	1	1	0	0	0
06/30/17	Fri	313	16	0	0	0	0	329	328	1	99.70%	0	86	1	0	0	0	0
Total:		8,395	508	0	0	0	0	8,903	8,827	76	99.15%	13	2,128	53	10	8	1	4

**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, JULY 2017**



Early/Late Report - Monthly

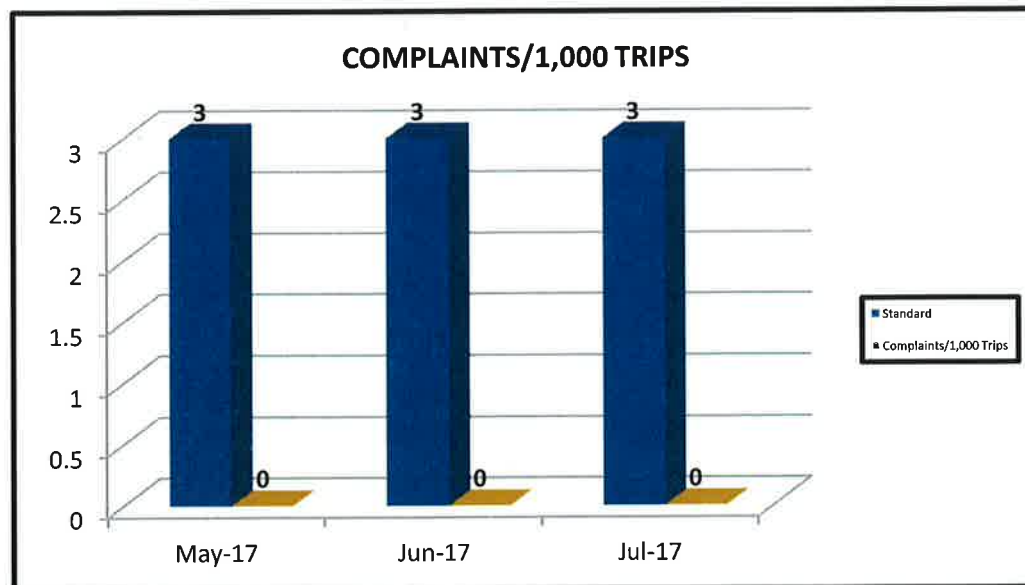
Div 65 Gainesville, FL

Statistics by iWeb (c) 2006 MV Transportation, Inc. - Last Queried: 08/04/17 02:50:32 PAC

July 2017 (Early Win: 31 Late Win: 61)																		
Stop Types							Total	Total	Total	Total	Sub Categories							
Date	DoW	Trips	NoShow	CAD	NS (Lt)	NS (Dw)	Miss	Stops	OnTime	Late	OTP%	Late31+	Early	0to15	16to30	31to60	61to90	91+
07/01/17	Sat	119	9	0	0	0	0	128	127	1	99.22%	0	30	1	0	0	0	0
07/02/17	Sun	48	3	0	0	0	0	51	51	0	100.00%	0	2	0	0	0	0	0
07/03/17	Mon	324	25	0	0	0	0	349	347	2	99.43%	0	95	2	0	0	0	0
07/04/17	Tue	96	7	0	0	0	0	103	103	0	100.00%	0	25	0	0	0	0	0
07/05/17	Wed	337	24	0	0	0	0	361	357	4	98.89%	1	69	3	0	1	0	0
07/06/17	Thu	341	15	0	0	0	0	356	353	3	99.16%	1	94	2	0	0	1	0
07/07/17	Fri	338	15	0	0	0	0	353	352	1	99.72%	0	84	1	0	0	0	0
07/08/17	Sat	127	11	0	0	0	0	138	138	0	100.00%	0	32	0	0	0	0	0
07/09/17	Sun	51	0	0	0	0	0	51	49	2	96.08%	0	2	2	0	0	0	0
07/10/17	Mon	343	12	0	0	0	0	355	353	2	99.44%	0	71	1	1	0	0	0
07/11/17	Tue	376	17	0	0	0	0	393	392	1	99.75%	0	95	1	0	0	0	0
07/12/17	Wed	392	19	0	0	0	0	411	407	4	99.03%	0	83	4	0	0	0	0
07/13/17	Thu	367	15	0	0	0	0	383	381	2	99.48%	0	81	2	0	0	0	0
07/14/17	Fri	311	19	0	0	0	0	330	327	3	99.09%	2	77	0	1	2	0	0
07/15/17	Sat	143	7	0	0	0	0	150	146	4	97.33%	1	46	3	0	0	0	1
07/16/17	Sun	40	0	0	0	0	0	40	39	1	97.50%	1	3	0	0	0	0	1
07/17/17	Mon	324	21	0	0	0	0	345	342	3	99.13%	0	69	3	0	0	0	0
07/18/17	Tue	354	21	0	0	0	0	375	369	6	98.40%	4	57	2	0	4	0	0
07/19/17	Wed	346	17	0	0	0	0	363	357	6	98.35%	0	60	4	2	0	0	0
07/20/17	Thu	336	14	0	0	0	0	350	348	2	99.43%	1	86	0	1	0	0	1
07/21/17	Fri	292	14	0	0	0	0	306	304	2	99.35%	0	85	1	1	0	0	0
07/22/17	Sat	100	4	0	0	0	0	104	103	1	99.04%	1	32	0	0	1	0	0
07/23/17	Sun	33	3	0	0	0	0	36	34	2	94.44%	0	5	2	0	0	0	0
07/24/17	Mon	306	12	0	0	0	0	318	318	0	100.00%	0	87	0	0	0	0	0
07/25/17	Tue	342	21	0	0	0	0	363	361	2	99.45%	0	80	2	0	0	0	0
07/26/17	Wed	366	20	0	0	0	0	386	383	3	99.22%	1	85	2	0	0	0	1
07/27/17	Thu	376	24	0	0	0	0	400	398	2	99.50%	0	78	1	1	0	0	0
07/28/17	Fri	286	16	0	0	0	0	302	295	7	97.68%	1	72	5	1	1	0	0
07/29/17	Sat	126	17	0	0	0	0	153	152	1	99.35%	1	33	0	0	1	0	0
07/30/17	Sun	25	2	0	0	0	0	27	25	2	92.59%	0	0	2	0	0	0	0
07/31/17	Mon	292	20	0	0	0	0	318	313	5	98.43%	0	65	2	3	0	0	0
Total:		7,657	441	0	0	0	0	8,098	8,024	74	99.09%	15	1,789	48	11	10	1	4

**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, MAY 2017 - JULY 2017**

MONTH	STANDARD	COMPLAINTS/1,000 TRIPS
May-17	3	0
Jun-17	3	0
Jul-17	3	0

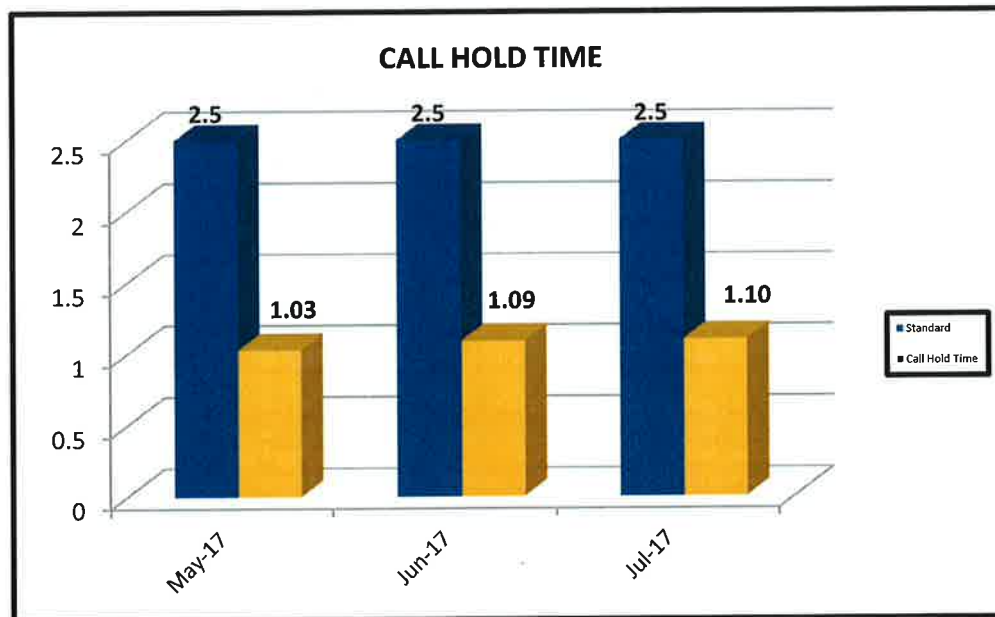


**MV TRANSPORTATION
SUMMARY OF SERVICE ISSUES
JULY 1, 2016 - JUNE 30, 2017**

TYPE OF COMPLAINT	7/16	8/16	9/16	10/16	11/16	12/16	1/17	2/17	3/17	4/17	5/17	6/17
Late Drop-Off	0	0	0	0	0	0	0	0	0	0	1	0
Pick-Up before Window Opens	0	0	0	0	0	0	0	0	0	0	0	0
Late Return Pick-Up	0	0	0	0	0	0	0	0	0	0	0	0
Ride Time Exceeded Standards	0	0	0	0	0	0	0	0	0	0	0	0
Can't Get Through by Telephone	0	0	0	0	0	0	0	0	0	0	0	0
On Hold for Excessive Periods of Time	0	0	0	0	0	0	0	0	0	0	0	0
Phone System Problems	0	0	0	0	0	0	0	0	0	0	0	0
Sunday Reservations	0	0	0	0	0	0	0	0	0	0	0	0
Trip Denial	0	0	0	0	0	0	0	0	0	0	0	0
Driver Training	0	0	0	0	0	0	0	0	0	0	0	0
Driver Behavior	0	0	0	0	0	0	0	0	0	0	0	0
No Passenger Assistance Provided	0	0	0	0	0	0	0	0	0	0	0	0
No Driver ID	0	0	0	0	0	0	0	0	0	0	0	0
Dispatcher Behavior	0	0	0	0	0	0	0	0	0	0	0	0
Reservationist Behavior	0	0	0	0	0	0	0	0	0	0	0	0
Unsafe Driving	0	0	0	0	0	0	0	0	0	0	0	0
No Show by Driver	0	0	0	0	0	0	0	0	0	0	0	0
Reservations/Scheduling	0	0	0	0	0	0	0	0	0	0	0	0
Reservations	0	0	0	0	0	0	0	0	0	0	0	0
Air Conditioning not Working	0	0	0	0	0	0	0	0	0	0	0	0
Wheelchair/Scooter Securement	0	0	0	0	0	0	0	0	0	0	0	0
Passenger Behavior	0	0	0	0	0	0	0	0	0	0	0	0
No Show by Passenger	0	0	0	0	0	0	0	0	0	0	0	0
Customer Service	0	0	0	0	0	0	0	0	0	0	0	0
Safety	0	0	0	0	0	0	0	0	0	0	0	0
Trip Cancelled, Ride Came Anyway	0	0	0	0	0	0	0	0	0	0	0	0
Wheelchair Lift Not Working Properly	0	0	0	0	0	0	0	0	0	0	0	0
Charged Wrong Passenger Fare	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Condition	0	0	0	0	0	0	0	0	0	0	0	0
MV Staff Availability	0	0	0	0	0	0	0	0	0	0	0	0
Dropped Off at Wrong Location	0	0	0	0	0	0	0	0	0	0	0	0
Improper Passenger Assistance	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Process TD Eligibility Application	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	1	0
TRIPS	6,992	7,679	7,102	7,001	7,038	6,516	7,102	7,128	7,999	7,416	8,035	7,725
COMPLAINTS/1,000 TRIPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.12	0.00
Number of Individuals Submitting Complaints	0	0	0	0	0	0	0	0	0	0	0	0
RTS	0	0	0	0	0	0	0	0	0	0	0	0
CIL	0	0	0	0	0	0	0	0	0	0	0	0
Foster Grandparents	0	0	0	0	0	0	0	0	0	0	0	0
NCFRPC	0	0	0	0	0	0	0	0	0	0	0	0
COMMENDATIONS	8	6	8	10	8	12	9	16	11	6	10	8

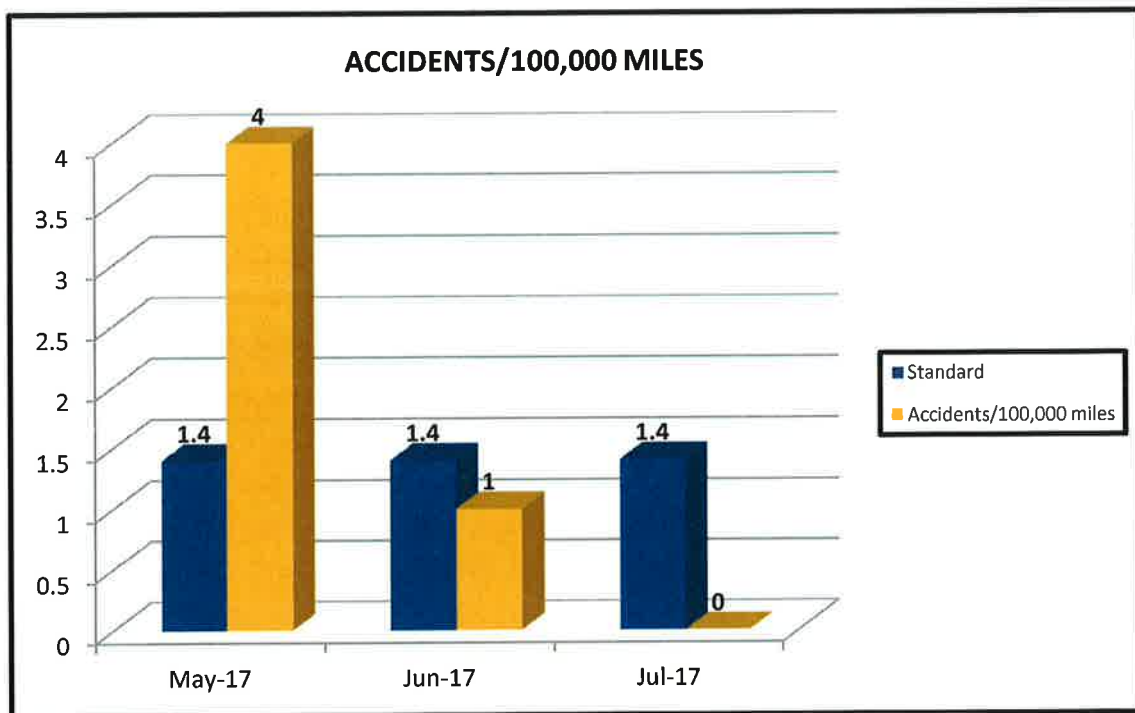
**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, MAY 2017 - JULY 2017**

MONTH	STANDARD	CALL HOLD TIME
May-17	2.5	1.03
Jun-17	2.5	1.09
Jul-17	2.5	1.10



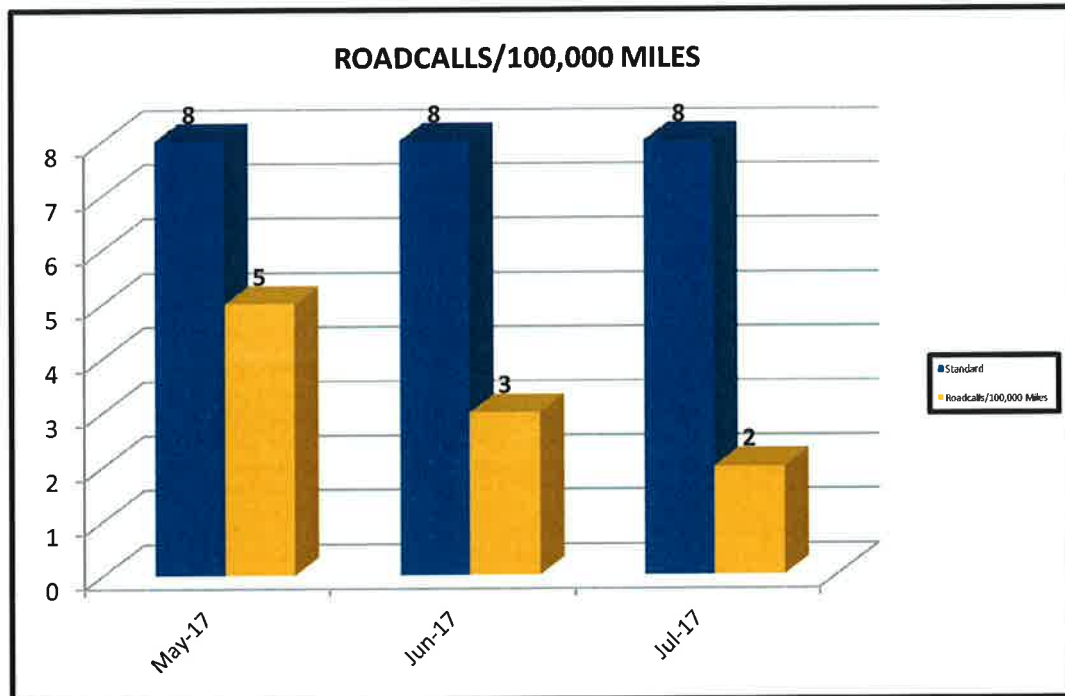
**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY MAY 2017 - JULY 2017**

MONTH	STANDARD	PREVENTABLE ACCIDENTS/100,000 MILES
May-17	1.4	4
Jun-17	1.4	1
Jul-17	1.4	0



**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, MAY 2017 - JULY 2017**

MONTH	STANDARD	ROADCALLS/100,000 MILES
May-17	8	5
Jun-17	8	3
Jul-17	8	2



2016-2017 OPERATING DATA	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
Total No Trips Invoiced	6,992	7,679	7,102	7,001	7,038	6,516	7,102	7,128	7,999	7,416	8,035	7,725
HMO Medicaid (Access to Care)	855	379	353	334	352	281	319	0	0	0	0	0
HMO Medicaid (MTM)	208	170	202	167	169	160	152	152	158	139	155	144
Transportation Disadvantaged Program	1,629	1,734	1,798	1,601	1,730	1,478	1,683	1,833	1,859	1,738	1,776	1,710
Mobility Enhancement Grant Program - Bus Passes	133	88	229	193	212	136	138	225	338	307	225	189
City of Gainesville ADA Service	3,750	4,639	4,024	4,052	3,826	3,794	4,097	4,188	4,765	4,283	4,728	4,729
Florida Department of Transportation 5311	178	127	148	172	175	113	126	0	0	157	285	228
Florida Department of Transportation 5310	124	150	108	113	119	68	62	129	292	191	263	194
Alachua County	229	446	447	535	545	401	488	563	546	570	570	141
Elder Care	29	34	22	27	122	221	37	38	41	31	33	30
Total Vehicle Miles	98,231	105,351	98,987	92,009	97,066	91,331	97,503	98,025	106,426	97,145	96,136	95,749
Total Vehicle Hours	5,814	6,368	6,037	5,873	5,854	5,573	6,103	5,909	6,362	6,160	6,551	6,319
Average Miles per Trip	14	14	14	13	14	14	14	14	13	13	12	12
Number of No Shows	312	296	296	221	275	201	255	280	386	392	300	311
Number Trips Denied	0	0	0	0	0	0	0	0	0	0	0	0
Preventable Accidents	0	1	1	4	0	1	1	0	1	0	4	1
Road Calls	3	2	2	1	3	1	0	1	3	2	5	3
Commendations	8	6	8	10	8	12	9	16	11	6	10	8
Complaints	5	4	5	3	4	5	2/7,102	8/7,128	4/7,999	2/7,416	3/8,035	2
Telephone Calls	9,288	10,073	9,596	9,647	8,864	8,165	9,068	9,197	9,659	9,073	10,368	9,656
Average Call On-Hold Time	1.25	1.24	1.07	1.13	1.08	1.11	1.1	1.11	1.13	1.12	1.03	1.09

2017-2018 OPERATING DATA	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Total No Trips Invoiced	6,944											
HMO Medicaid (Access to Care)	0											
HMO Medicaid (MTM)	149											
Transportation Disadvantaged Program	1472											
Mobility Enhancement Grant Program - Bus Passes	250											
City of Gainesville ADA Service	4306											
Florida Department of Transportation 5311	296											
Florida Department of Transportation 5310	333											
Alachua County	98											
Elder Care	40											
Total Vehicle Miles	90,357											
Total Vehicle Hours	5,678											
Average Miles per Trip	13											
Number of No Shows	287											
Number Trips Denied	0											
Preventable Accidents	0											
RoadCalls	2											
Commendations	6											
Complaints	2											
Telephone Calls	9,463											
Average Call On-Hold Time	1.10											

TRANSPORTATION DISADVANTAGED TRIP AND EQUIPMENT GRANT SUMMARY
FY 2017/2018

MONTH/YEAR	STATE FUNDS	MONTHLY STATE ALLOCATION	LOCAL MATCH	LOCAL MATCH SPENT	TOTAL DOLLARS SPENT	TRUST FUND (90%)	TD FUNDS REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-17	\$666,564.00	\$55,602.00	\$5,560.20	\$6,117.57	\$61,775.68	\$55,658.11	\$610,905.89	1472	\$41.97
Aug-17	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Sep-17	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Oct-17	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Nov-17	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Dec-17	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Jan-18	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Feb-18	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Mar-18	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Apr-18	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
May-18	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
Jun-18	-	\$55,542.00	\$5,554.20			\$0.00	\$610,905.89		#DIV/0!
TOTAL	-	\$666,564.00	\$66,656.40	\$6,117.57	\$61,775.68	\$55,658.11	\$610,905.89	1,472	\$41.97

TD PROGRAM STATUS REPORT	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17
TD Applications Approved	39	34	37	36	49	21	21	46	46	39	24	37	26
TD Applications Denied	0	0	0	1	0	0	0	0	0	0	0	0	2
Bus Pass Applications Received	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Bus Passes sponsored by the TDTF	0	0	0	0	0	0	0	0	0	0	0	0	0
Applicants at or below 100% of the Federal Poverty Level	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Number of TD Trips that can be Provided Daily	54	54	54	54	54	54	54	54	54	54	54	54	54
Average Number of TD Trips Performed Daily	49	53	51	46	52	47	54	62	74	72	72	69	65
Total Number of TD Trips Provided during the Month	1619	1734	1798	1601	1730	1478	1683	1833	1859	1738	1776	1710	1472
TD Trip Priorities Used (Yes or No)	No	No	No	No	No	No	No	No	No	No	No	No	No
Number of Dialysis Saturday Trips Provided	80	64	63	56	58	70	55	84	82	129	113	82	86
Number of Other Saturday Trips Provided	33	30	25	28	42	56	35	35	47	45	27	46	39
Number of Non-Emergency Stretcher Trips Provided (Not sponsored by Medicaid)	0	0	0	0	0	0	0	0	0	0	0	0	0

**ALACHUA COUNTY
UNMET TRANSPORTATION NEEDS**

APRIL_2017

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Able to transport yourself	0
Able to obtain transportation through other sources	0
Out of County Trip Request	0
Other	0
TOTALS	0

MAY_2017

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Able to transport yourself	0
Able to obtain transportation through other sources	0
Out of County Trip Request	0
Other	0
TOTALS	0

JUNE_2017

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Able to transport yourself	0
Able to obtain transportation through other sources	0
Out of County Trip Request	0
Other	0
TOTALS	0

JULY_2017

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Able to transport yourself	0
Client needed to be transported on Gurney Chair - Due to Safety Reasons we couldn't transport this type of chair.	1
Out of County Trip Request - Levy County	1
Other	0
TOTALS	2

ATTENDANCE RECORD

ALACHUA COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD

MEMBER/ORGANIZATION	NAME	9/14/16	11/09/16	2/08/17	5/24/17
Chair	Commissioner Adrian Hayes-Santos				P
Florida Department of Transportation	Janell Damato	P	P	P	P
Alternate Member	Sandra Collins	A	A	A	A
Florida Department of Children and Families	John Wisker	A	P	P	A
Alternate Member	Louella Teague	A	A	A	A
Agency for Health Care Administration	Deweese Ogden	P	P	P	P
Alternate Member	Pamela Hagley	A	A	A	A
Florida Department of Education	Vacant				
Alternate Member	Jeff Aboumrad	A	P	A	P
Public Education	James H. Speer, Jr.	A	A	A	A
Alternate Member	David Deas	A	A	A	A
Citizen Advocate	James East	P	A	P	P
Alternate Member	Paul Selvy	A	A	A	A
Citizen Advocate-User	Earther Wright	P	A	P	A
Alternate Member	Vacant				
Elderly	Vacant				
Alternate Member	Vacant				
Veterans	Albert H. Linden, Jr.		P	A	P
Alternate Member	Vacant				
Persons with Disabilities	Christine Eason Louton	P	P	A	A
Alternate Member	Sharon Curtis	A	A	A	A
Central Florida Community Action Agency	Charles J. Harris	P	P	P	P
Alternate Member	Tiffany McKenzie				
Florida Department of Elder Affairs	Jeff Lee	P	A	P	P
Alternate Member	Vacant				
Children at Risk	Trisha Nieves				
Alternate Member	Vacant				
Mass Transit	Jesus Gomez	A	P	A	A
Alternate Member	Mildred Crawford	P	A	P	P
Regional Workforce Board	Vacant				
Alternate Member	Vacant				
Private Transit Industry	Lisa Hogan	P	A	P	A
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 Metropolitan Transportation Planning Organization shall review and consider rescinding the appointment of any voting member of the Board who fails to attend three consecutive meetings."

