



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

December 6, 2023

TO: Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board

FROM: Lynn Franson, AICP, Senior Planner

SUBJECT: Meeting Announcement

The Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board will hold a hybrid meeting **Wednesday, December 13, 2023 at 10:00 a.m.** in the **Tourism and Economic Development Conference Room located in the Hamilton County Courthouse Annex, 1153 US Hwy 41 NW, Jasper, Florida (location map attached).** The meeting will also be conducted via communications media technology in the following format:

LINK: <https://meet.goto.com/668365005>

DIAL IN NUMBER: Toll Free: 1 866 899 4679

CONFERENCE CODE: 668-365-005

****Please note that at least two (2) Board members must be present in person in addition to at least four (4) Board members present via communications media technology to establish a quorum in order to vote on agenda items that require formal action.****

Attached is the meeting agenda and supporting materials. If you have any questions concerning the meeting, please do not hesitate to contact me at 1-800-226-0690 extension 110.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this public meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired, please contact our office using the Florida Relay Service, 1.800. 955.8771 (TDD) or 1.800. 955.8770 (Voice).

Attachment

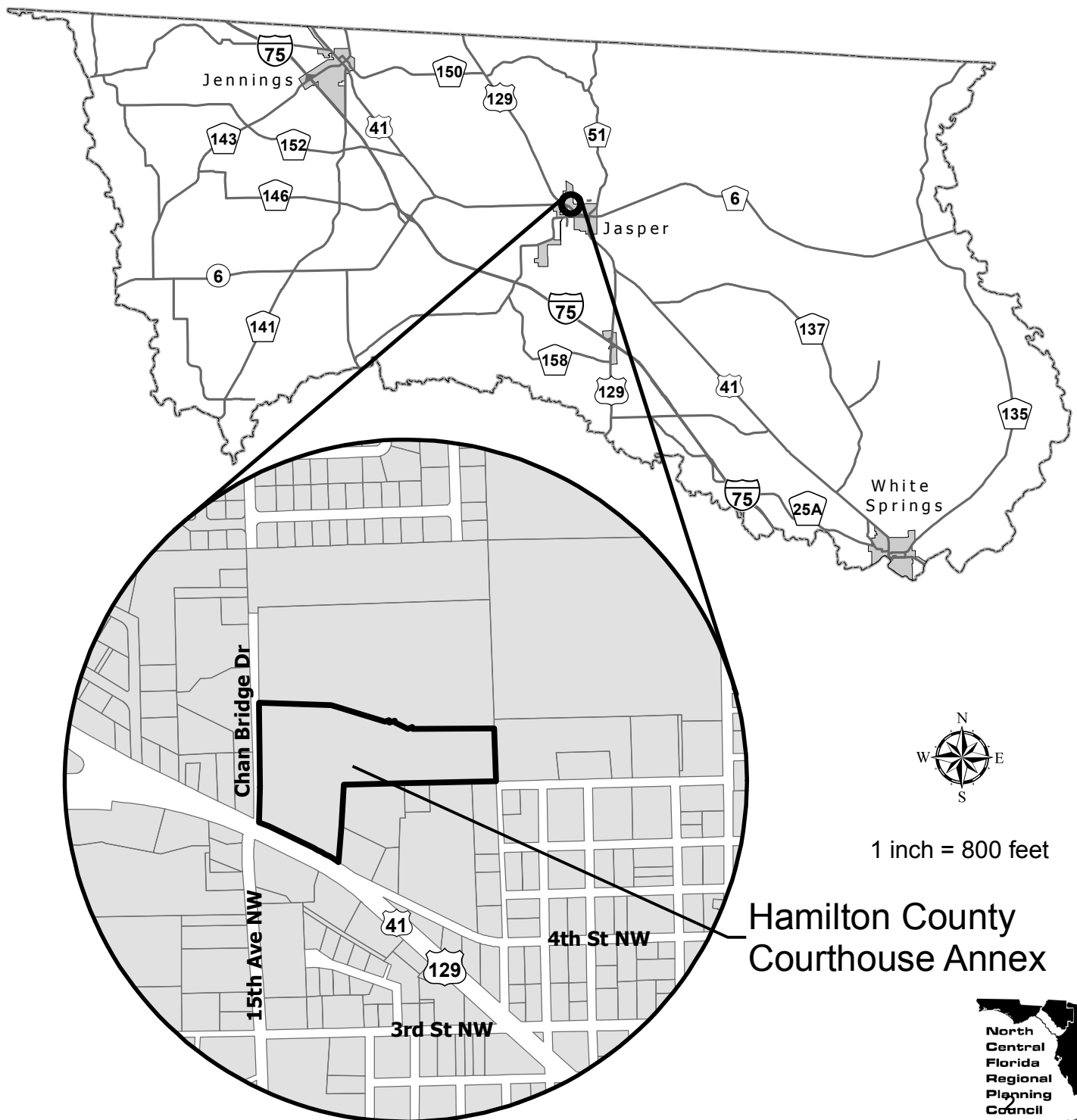
T:\Lynn\TD2023\CHS\Memos\dec.docx

Hamilton County Courthouse Annex

1153 U.S. Highway 41/129

Jasper, Florida 32052

Directions: From the intersection of Interstate 75 and U.S. Highway 129 (exit 451) in the Hamilton County, turn North onto U.S. Highway 129, travel approximately 5 miles to U.S. Highway 41/129 (also known as Hatley St), turn left (West) onto U.S. Highway 41/129 (also known as Hatley St), travel approximately 1 mile and the Hamilton County Courthouse Annex will be on the right, on the Northern side of U.S. Highway 41/129.





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

**COLUMBIA, HAMILTON AND SUWANNEE
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

BUSINESS MEETING AGENDA

Tourism and Economic Development Conference Room
Hamilton County Courthouse Annex
1153 US Hwy 41 NW
Jasper, Florida
Link: <https://meet.goto.com/668365005>
Dial In Number: Toll Free: 1 866 899 4679
Conference Code: 668-365-005

Wednesday
December 13, 2023
10:00 a.m.

I. Business Meeting – Call To Order

- A. Invocation
- B. Pledge of Allegiance
- C. Roll Call

II. Consent Agenda

Page 3

ACTION REQUIRED

- A. Approval of the Meeting Agenda
- B. Approval of the November 15, 2023 Minutes

III. Comments and Concerns

- A. Board Members
- B. Citizens

IV. General Business

A. New Business

- | | | | |
|----|--|---------|-----------------|
| 1. | 2021/22 Annual Performance Evaluation (Lynn Franson) | Page 13 | ACTION REQUIRED |
| 2. | 2021/26 Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan Amendment (Lynn Franson) | Page 73 | ACTION REQUIRED |

**3. Suwannee Valley Transit Authority Page 77 NO ACTION REQUIRED
Operations Reports (Larry Sessions)**

B. Other Business

1. Board Members

2. Citizens

C. Future Meeting Dates

- 1. February 21, 2024 at 10:00 a.m. in Live Oak, Florida**
- 2. June 19, 2024 at 10:00 a.m. in Lake City, Florida**
- 3. September 18, 2024 at 10:00 a.m. in Jasper, Florida**
- 4. November 20, 2024 at 10:00 a.m. in Live Oak, Florida**

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

If you have any questions concerning the meeting agenda, please do not hesitate to contact Lynn Franson, Senior Planner, at 1.800.226.0690, extension 110.

**COLUMBIA, HAMILTON AND SUWANNEE
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Everett Phillips Columbia County Elected Official Grievance Committee Chair	Not Applicable
Commissioner Robert Brown, Chair Hamilton County Elected Official	Not Applicable
Commissioner Travis Land, Vice-Chair Suwannee County Elected Official	Not Applicable
Angela Gregory Florida Department of Transportation	Lauren Adams Florida Department of Transportation Grievance Committee Member
Quana Perry Florida Department of Children and Families	Stephanie Harden Florida Department of Children and Families
Vacant Florida Department of Education Grievance Committee Member	Monique Gustafson Florida Department of Education
Bruce Evans Florida Department of Elder Affairs	Dwight Law Florida Department of Elder Affairs
Pamela Hagley Florida Agency for Health Care Administration	Reeda Harris Florida Agency for Health Care Administration
Sheryl Stanford Florida Agency for Persons with Disabilities	Diana Burgos-Garcia Florida Agency for Persons with Disabilities
Diane Head Regional Workforce Board	Elizabeth Wetherington Regional Workforce Board
Matthew Pearson Florida Association for Community Action Term ending June 30, 2026 Grievance Committee Member	Vacant Florida Association for Community Action Term ending June 30, 2026
Daniel Taylor Public Education	Vacant Public Education
Jonathan C. Law, Jr. Veterans Term ending June 30, 2026 Grievance Committee Member	J. Lee Abersold Veterans Term ending June 30, 2026
Vacant Citizen Advocate Term ending June 30, 2024	Louie Goodin Citizen Advocate Term ending June 30, 2024
Vacant Citizen Advocate - User Term ending June 30, 2024	Vacant Citizen Advocate - User Term ending June 30, 2024
Vacant Persons with Disabilities Term ending June 30, 2024	Vacant Persons with Disabilities Term ending June 30, 2024
John Koch Elderly Term ending June 30, 2026	Vacant Elderly Term ending June 30, 2026
Sandra Buck-Camp Medical Community Term ending June 30, 2025	Vacant Medical Community Term ending June 30, 2025
Vacant Children at Risk Term ending June 30, 2025	Vacant Children at Risk Term ending June 30, 2025
Vacant Private Transit Term ending June 30, 2025	Vacant Private Transit Term ending June 30, 2025

Note: Unless specified, members and alternates serve at the pleasure of the North Central Florida Regional Planning Council.

THIS PAGE LEFT BLANK INTENTIONALLY

**COLUMBIA, HAMILTON AND SUWANNEE
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

Santa Fe Room
Florida Department of Transportation
Lake City Operations Center
710 Northwest Lake Jeffery Road
Lake City, Florida
Link: <https://meet.goto.com/856947797>
Dial In Number: 1.877.309.2073
Access Code: 856-947-797

Wednesday
November 15, 2023
10:00 a.m.

VOTING MEMBERS PRESENT IN PERSON

Commissioner Robert Brown, Hamilton County Local Elected Official, Chair
Diane Head, Workforce Development Board Representative
Commissioner Travis Land, Suwannee County Local Elected Official, Vice-Chair
Matthew Pearson, Florida Association for Community Action Representative
Stephanie Harden representing Quana Perry, Florida Department of Children and Families Representative

VOTING MEMBERS PRESENT VIA COMMUNICATIONS MEDIA TECHNOLOGY

J. Lee Abersold representing Jonathan Law, Jr., Veterans Representative
Lauren Adams representing Angela Gregory, Florida Department of Transportation Representative
Pamela Hagley, Florida Agency for Health Care Administration Representative

VOTING MEMBERS ABSENT

Sandra Buck-Camp, Medical Community Representative
Bruce Evans, Florida Department of Elder Affairs Representative
John Koch, Elderly Representative
Commissioner Everett Phillips, Columbia County Local Elected Official
Sheryl Stanford, Florida Agency for Persons with Disabilities Representative
Daniel Taylor, Public Education Representative

OTHERS PRESENT IN PERSON

Christine Bolyard, Suwannee Valley Transit Authority
Larry Sessions, Suwannee Valley Transit Authority

OTHERS IN PERSON VIA TELECOMMUNICATIONS MEDIA TECHNOLOGY

Stew Lilker, Columbia County Observer

STAFF PRESENT

Lynn Franson, North Central Florida Regional Planning Council

I. Business Meeting Call To Order

Chair Brown called the meeting to order at 10:00 a.m.

A. Invocation

Chair Brown gave the invocation.

B. Pledge of Allegiance

Chair Brown led the Board in reciting the Pledge of Allegiance.

C. Roll Call

The roll was called by Ms. Lynn Franson, North Central Florida Regional Planning Council Senior Planner, and a quorum was declared present.

II. Consent Agenda

ACTION: Matthew Pearson moved to approve the consent agenda. Travis Land seconded; motion passed unanimously.

III. Comments and Concerns

A. Board Members

There were no comments.

B. Citizens

Mr. Stew Lilker, Columbia County Observer, stated that the Florida Department of Transportation held meetings in Lake City and Fort White, but, no one from Suwannee Valley Transit Authority was present to discuss public transportation needs. He said Ms. Franson was also not present. He said he understands that Suwannee Valley Transit Authority was not notified of either meeting but should have been.

IV. General Business

A. New Business

1. 2023/24 Rural Area Capital Assistance Grant Application

Mr. Larry Sessions, Suwannee Valley Transit Authority Administrator, stated that Suwannee Valley Transit Authority applied for Rural Area Capital Assistance Grant funds to purchase two replacement vehicles. He said the Board needs to approve this grant application.

ACTION: **Travis Land moved to approve Suwannee Valley Transit Authority's 2023/24 Rural Area Capital Assistance Grant application. Matthew Pearson seconded; motion passed unanimously.**

2. 2021/26 Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan Amendments

Ms. Franson stated that staff recommends amending the Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan to include Suwannee Valley Transit Authority's applications for Rural Area Capital Assistance Grant funds and Trip & Equipment Grant funds.

ACTION: **Travis Land moved to amend the Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan to include Suwannee Valley Transit Authority's applications for Rural Area Capital Assistance Grant and Trip & Equipment Grant funds. Matthew Pearson seconded; motion passed unanimously.**

3. Bylaws

Ms. Franson stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Bylaws annually. She said staff is not recommending any changes to the Bylaws.

ACTION: **Travis Land moved to approve the Bylaws. Stephanie Harden seconded; motion passed unanimously.**

4. Grievance Procedures

Ms. Franson stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Grievance Procedures annually. She said staff is not recommending any changes to the Grievance Procedures.

ACTION: **Travis Land moved to approve the Grievance Procedures. Matthew Pearson seconded; motion passed unanimously.**

5. 2022/23 Annual Operating Reports

Ms. Godfrey that Suwannee Valley Transit Authority is required to submit Annual Operating Reports to the Florida Commission for the Transportation Disadvantaged by September 15 of each year.

The Board reviewed the Annual Operating Reports.

6. Suwannee Valley Transit Authority Operations Reports

Mr. Sessions discussed Suwannee Valley Transit Authority's April 2023 – June 2023 operations reports.

B. Other Business

1. Board Members

Stephanie Harden asked Mr. Sessions to discuss the services Suwannee Valley Transit provides and how individuals can access these services.

Mr. Sessions explained the services that Suwannee Valley Transit Authority provides and how individuals can become eligible for services.

Pamela Hagley stated that letters have been sent announcing Medicaid open enrollment for health care plans. She said individuals have 60 days to select a plan for 2024. She said information can be found by contacting the Florida Department of Children and Families.

2. Citizens

Mr. Lilker stated that the previous administrators of Suwannee Valley Transit Authority prepared a plan to provide fixed route public transportation services in the service area. He said no work has been done on implementing this plan. He said he believed Suwannee Valley Transit Authority and the North Central Florida Regional Planning Council should be developing plans for public transportation in the region.

C. Future Meeting Dates

Chair Brown stated that the next meeting will be held December 13, 2023 at 10:00 a.m. in Jasper, Florida. He thanked everyone for attending the meeting.

Ms. Godfrey noted that the Board is meeting in December due to the September meeting being cancelled because of the storm.

ADJOURNMENT

The meeting was adjourned at 11:00 a.m.

Commissioner Robert Brown, Chair
Columbia, Hamilton and Suwannee
Transportation Disadvantaged Coordinating Board

Date

THIS PAGE LEFT BLANK INTENTIONALLY



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

December 6, 2023

TO: Columbia, Hamilton and Suwannee County Transportation Disadvantaged Coordinating Board

FROM: Lynn Franson, AICP, Senior Planner

SUBJECT: 2022/23 Annual Performance Evaluation

RECOMMENDATION

Approve Suwannee Valley Transit Authority's 2022/23 annual performance evaluation.

BACKGROUND

The Board is required to annually evaluate the transportation services provided by Suwannee Valley Transit Authority. Attached is Suwannee Valley Transit Authority's draft 2022/23 annual performance evaluation. If you have any questions concerning the attached evaluation, please contact me at extension 110.

Attachment

T:\Lynn\TD2023\CHS\Memos\eval.docx

THIS PAGE LEFT BLANK INTENTIONALLY

COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



Transportation Disadvantaged

Community Transportation Coordinator: Suwannee Valley Transit Authority

Designated Service Area: Columbia, Hamilton and Suwannee

Address: 1907 Voyles Street, Live Oak, FL 32060

Contact: Larry Sessions, Administrator Phone: 386-362-5332

Review period: July 1, 2022 - June 30, 2023

THIS PAGE LEFT BLANK INTENTIONALLY

2022/23 Community Transportation Coordinator Annual Performance Evaluation

Approved by the
Columbia, Hamilton and Suwannee
Transportation Disadvantaged Coordinating Board

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

Robert Brown, Chair

with Assistance from



North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
352.955.2200

December 13, 2023

THIS PAGE LEFT BLANK INTENTIONALLY

TABLE OF CONTENTS

Findings and Recommendations _____	1
Entrance Interview _____	2
General Information _____	3
Compliance With Chapter 427, Florida Statutes _____	12
Compliance With Rule 41-2, Florida Administrative Code _____	32
On-Site Observation of the System _____	38
Surveys _____	39
Cost _____	42
Level of Competition _____	43
Level of Coordination _____	44

I. FINDINGS AND RECOMMENDATIONS

A. General Information

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

B. Chapter 427, Florida Statutes

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

C. Rule 41-2, Florida Administrative Code

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

D. On Site Observation

Areas of Noncompliance: None
Recommendation: Post a local phone number and the Florida Transportation Disadvantaged Program Helpline phone number for comments/complaints/commendations in the interior of the vehicles.
Timeline for Compliance: None

E. Surveys

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

F. Cost

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

G. Level of Competition

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

H. Level of Coordination

Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

II. ENTRANCE INTERVIEW

1. **Operating Environment:** Rural
2. **Organization Type:** Government Agency
3. **Network Type:** Sole Provider
4. **Subcontracted Operators:** None
5. **Coordination Contractors:**
 - ARC of North Florida
 - Columbia County Senior Services, Inc.
6. **Transportation Alternatives:** None
7. **Purchasing Agencies:**
 - Florida Commission for the Transportation Disadvantaged
 - Florida Department of Elder Affairs
 - Florida Agency for Persons with Disabilities
8. **Transportation Disadvantaged Helpline Calls:**

Number of Calls	Closed Cases	Unsolved Cases
0	0	0

III. GENERAL INFORMATION

1. **What was the designation date of the Community Transportation Coordinator?**
7/1/21
2. **What is the complaint process?**
Suwannee Valley Transit Authority's complaint process is attached.
3. **Does the community transportation coordinator have a complaint form?**
Yes (attached)
4. **Does the form have a section for resolution of the complaint?**
Yes
5. **Is a summary of complaints given to the Transportation Disadvantaged Board on a regular basis?**
Yes
6. **When is the dissatisfied party referred to the Florida Commission for the Transportation Disadvantaged Helpline?**
If the Transportation Director is unable to resolve a complaint, the complainant will be referred to the Transportation Disadvantaged Helpline.
7. **When a complaint is forwarded from the Transportation Disadvantaged Helpline, is the complaint entered into the local complaint file/process?**
Yes
8. **Does the Community Transportation Coordinator provide written rider/beneficiary information or brochures to inform riders/beneficiaries about transportation disadvantaged services?**
Yes (attached)
9. **Does the rider/ beneficiary information or brochure list the Transportation Disadvantaged Helpline phone number?**
Yes
10. **Does the rider/ beneficiary information or brochure list the complaint procedure?**
Yes
11. **What is the eligibility process for Transportation Disadvantaged sponsored riders?**
Individuals needing transportation assistance from Florida's Transportation Disadvantaged Program must complete an eligibility application (attached).

12. **Does public information state that accessible formats are available upon request?**
Yes
13. **Is public information available in accessible formats upon request?**
Yes
14. **What arrangements are in place to have accessible materials produced upon request?**
Suwannee Valley Transit Authority keeps a log book of all requests. The log book is checked regularly by staff
15. **Is The Florida Relay phone number provided in informational materials?**
Yes
16. **Does the Community Transportation Coordinator have a contract or agreement with the Regional Workforce Board?**
No
17. **What innovative ideas have been implemented in the coordinated transportation system?**
None.
18. **Are there any areas where coordination can be improved?**
Coordination with other Community Transportation Coordinators in adjacent counties to provide route service could be improved.
19. **What barriers are there to the coordinated system?**
Florida's Managed Medical Care Program not providing client transportation through Florida's Coordinated Transportation System is a barrier.
20. **Are there any areas that the Community Transportation Coordinator feels the Florida Commission for the Transportation Disadvantaged should be aware of or assist with?**
The Florida Commission for the Transportation Disadvantaged staff is always helpful and willing to work with Suwannee Valley Transit Authority staff. Simplifying the reporting process and making the Annual Operating Report and Rate Calculation Model easier to understand would be helpful.
21. **What funding agencies does the Florida Commission for the Transportation Disadvantaged need to work closely with in order to facilitate a better coordinated transportation system?**
None.
22. **How is the Community Transportation Coordinator marketing the voluntary dollar?**
Information about the voluntary dollar is posted on Suwannee Valley Transit Authority's website. Suwannee Valley Transit Authority has attempted to place Voluntary Dollar posters in the Tax Collectors' offices.

Attachment

SUWANNEE VALLEY TRANSIT AUTHORITY (SVTA)

COMPLAINT AND GRIEVANCE PROCEDURE

OFFICIAL SERVICE COMPLAINT

Service complaints are routine incidents that occur on a daily basis, and can be reported to the driver, dispatcher, or other individuals involved with daily SVTA operations. However, for a service complaint to be "Official", it MUST be reported to the SVTA Director of Operations and it must be in writing within 15 calendar days following the date of occurrence. Forms for this purpose are contained in this procedure, and may be obtained by contacting SVTA administrative offices. Official Complaint forms may be received via email, fax, or picked up in person. Official written complaints are typically addressed and resolved within a reasonable time period suitable to the complainant. The complaint and grievance process for Medicaid related services provided by SVTA is different, and covered under SVTA's Medicaid Beneficiary Handbook for Columbia, Hamilton and Suwannee Counties, OR by the procedure by any one of the four (4) future Medicaid managed medical care providers.

The SVTA Director of Operations will maintain a log documenting each complaint. SVTA will conduct a review of each complaint, and based on evidence collected, note for the record if the complaint is found by SVTA to be valid or if the complaint is unfounded or not valid. At the LCB's quarterly meeting, SVTA will provide the LCB a summary of all complaints received and actions taken.

Service Complaints may include but are not limited to:

- Late trips (late pickup, drop-off or missed appointment)
- No-show by transportation operator
- No-show by client
- Client behavior
- Driver behavior
- Passenger discomfort
- Service denial (refused service to client without an explanation as to why, i.e., lack of Transportation Disadvantaged funds, etc. The CTC desires to have the opportunity to address these complaints, but recognizes the rider's right to complain directly to the state ombudsman. The CTC must make every effort to quickly and completely address every complaint, and include the complete details of resolution on the report.

FILING A COMPLAINT WITH THE SVTA

A rider of the Suwannee Valley Transit Authority (SVTA) may file an official written complaint in writing within 15 calendar days about their experience with SVTA.

The Complainant must file the official complaint in writing. Written official complaints can be sent to:

Larry Sessions, Administrator
1907 Voyles St, SW
Live Oak Florida, 32064
(386) 362-5332 PH
(386) 219-0157 FAX
Larry.

by mail, FAX, or emailed to the SVTA Administrator. Although oral complaints or compliments may be called into SVTA at (386) 362-5332 during normal business hours, the ONLY complaints that will be logged, researched and reported are the official written complaints to the SVTA Director of Operations.

Written complaints may be anonymous. However, for a complaint to be official, the complainant must provide the following:

1. The full name and complete address of the complainant;
2. A statement of the grounds for the grievance and be supplemented by supporting documentation and detailed information such as pickup and drop-off addresses/locations, date of service, times, made in a clear and concise manner;
3. An explanation of the relief desired by the Complainant.

Upon receiving the official written complaint, the SVTA Director of Operations will make reasonable efforts to contact the Complainant no later than the end of the next business day. The Director of Operations will make three documented attempts to contact the complainant. After the third attempt, if no contact is made, the complainant will need to call back if they wish to pursue the official complaint. SVTA has a time limit of fifteen (15) calendar days upon which to accept an official written complaint, but the sooner the official written complaint is filed after the incident, the better SVTA can respond with appropriate resolutions.

Upon receiving the official written complaint, the Director of Operations will:

- 1) Contact all parties involved to obtain statements; and
- 2) Research the complaint and gather all relevant evidence that may be available; and
- 3) Review and evaluate the evidence; and
- 4) Based on the evidence collected, formulate a decision and a recommendation
- 5) Issue a report.

The Director will forward the report to the Administrator of SVTA for a ruling and/or determination.

Suwannee Valley Transit Authority will respond to the complainant within thirty (30) calendar days after the filing of the official complaint.

Suwannee Valley Transit Authority will render the findings in writing and notify the complainant, giving to the complainant an explanation of the facts that lead to Suwannee Valley Transit Authority's decision and, if applicable, information as to what actions were taken to bring about a resolution.

Based on the findings, if appropriate, SVTA will review its policies and procedures to see if adjustments are justified.

SVTA will maintain a complaint log for official written complaints. The SVTA complaint log is 'public information' and will be released to any requestor as such. All documents pertaining to the grievance process will be made available, upon request, in a format accessible to persons with disabilities.

The SVTA complaint log will be a part of the SVTA packet sent to the Local Coordinating Board's quarterly meetings.

SUSPENSION RECONSIDERATION HEARING (For Non-Sponsored Program Only)

If a Non-sponsored program public rider has been issued a notice of suspension by Suwannee Valley Transit Authority, they have fifteen (15) 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 Local Coordinating Board Grievance Subcommittee. Service suspensions for other Agency programs (like Medicaid) will follow the terms and conditions related to the Agency/Program contract for services, if applicable.

Requests for reconsideration must be in writing and delivered to:

Suwannee Valley Transit Authority, Administrator
1907 Voyles Street, SW
Live Oak, FL 32064

And

NCFRPC
Transportation Disadvantaged Program
Local Coordinating Board Grievance Subcommittee
2009 N.W. 67 Place, Suite A
Gainesville, Florida 32653-1603

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 fifteen (15) calendar days from the issue date of the suspension, the suspension will not be heard.

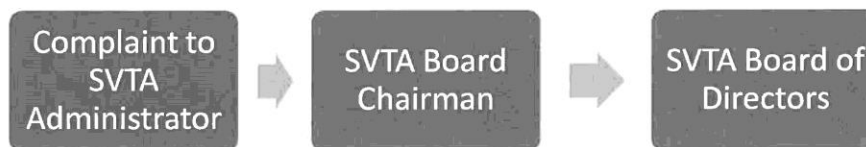
Upon receipt of letter requesting the reconsideration hearing, a hearing shall be held within 15 calendar days. The North Central Florida Regional Planning Council will advise the person requesting the reconsideration hearing by return correspondence of the date, time and location of the hearing.

The person will be given the opportunity to present the reasons why they believe the suspension should not take place. The Local Coordinating Board Grievance Subcommittee will make a recommendation to the LCB on whether or not to uphold the suspension. The Grievance Subcommittee's recommendation will be reviewed, adjusted as needed, and re-issued by the Local Coordinating Board to the SVTA Administration. The SVTA Administration will make a decision whether or not to uphold the LCB's recommendation. A written statement of the recommendation and a written statement of the SVTA decision whether or not to uphold the suspension shall be forwarded to the person requesting the hearing within seven (7) calendar days after the recommendation by the LCB to SVTA.

FILING A GRIEVANCE WITH THE SVTA BOARD OF DIRECTORS

Additionally, where appropriate, an interested party may also file a grievance with Suwannee Valley Transit Authority's Board of Directors. The only matters subject to consideration as a grievance are those which have unsatisfactorily been processed as an official written complaint. Such grievance shall be an issue within the purview of the Suwannee Valley Transit Authority and the Chairman of the Board's approval to hear the matter. The SVTA administration shall report, in a format of its choosing, any and all official written complaints filed by riders of the SVTA or of subcontractors to the LCB. The report shall provide complete details and include all action to resolve the complaint.

Complaint/Grievance FLOW CHART



SUWANNEE VALLEY TRANSIT AUTHORITY
Title VI Complaint Form

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin <input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> Family or Religious Status <input type="checkbox"/> Other (explain) _____				
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.				
Section IV				
Have you previously filed a Title VI complaint with this agency?			Yes	No

Section V	
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, check all that apply:	
<input type="checkbox"/> Federal Agency: _____	
<input type="checkbox"/> Federal Court _____	<input type="checkbox"/> State Agency _____
<input type="checkbox"/> State Court _____	<input type="checkbox"/> Local Agency _____
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name: _____	
Title: _____	
Agency: _____	
Address: _____	
Telephone: _____	
Section VI	
Name of agency complaint is against: _____	
Contact person: _____	
Title: _____	
Telephone number: _____	

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

Suwannee Valley Transit Authority
 Larry Sessions, Administrator
 1907 Voyles Street, SW
 Live Oak, FL 32064

SUWANNEE VALLEY TRANSIT AUTHORITY RIDER'S GUIDE



TELEPHONE NUMBER REFERENCE

SVTA OFFICE: (386) 362-5332
(800) 258-7267
M-F 8am-5pm

Closed weekends and all federal holidays.

TO MAKE A TRIP RESERVATION
M-F 8 am to 5pm
(386) 362-5332 OPTION 2

LISTEN TO and FOLLOW DIRECTIONS

TO FILE A COMPLIMENT or COMPLAINT
(386) 362-5332 or (800) 983-2435

IF YOU ARE HEARING IMPAIRED, BLIND OR
SPEECH DISABLED CALL 7-1-1 FL RELAY FOR
ASSISTANCE.

WHO IS ELIGIBLE

TDTF RIDERS

Transportation Disadvantaged Trust Fund): This Trust Fund is a state grant for those in need of transportation to medical and other life-sustaining appointments, but who have no means of transportation and who do not qualify for other programs. In order to qualify to ride under TDTF, you must have a complete, and current, approved TDTF Eligibility form, along with proof of household income on file. This form can be mailed to you or you may pick one up at our office. Basic qualifications include, but are not limited to: no operating vehicle or other means of transportation. The \$2 co-pay, each way, MUST be paid to the Bus Operator prior to boarding.

OTHER PAYMENT PROVISIONS: SVTA can also transport the public under standard fare (private pay). This means the rider pays a flat rate for certain trips, whether it is in or out of your county. To learn the rates for a specific trip, please call the SVTA main office at (386) 362-5332 OPTION 2.

Grocery store trips may be scheduled for a standard fare, or private pay, based upon availability. There is a three, grocery store issued, bag limit for shopping trips. This rule will be strictly adhered to.

MEDICAID: You must contact your HMO to set up Medicaid medical transportation.

SVTA RIDER CODE OF CONDUCT:

Rider is required to follow these rules of conduct to insure everyone's safety:

1. Riders are responsible for their personal hygiene. If your personal hygiene is offensive to others, you will be refused transportation.
2. Use of tobacco, alcohol or illegal drugs are not permitted while on vehicles.
3. Eating & drinking are not permitted on vehicle unless medically necessary.
4. Riders who appear to be under the influence of alcohol or drugs will not be permitted to board.
5. Abusive, threatening, obscene language or discourtesy of any kind will not be tolerated. Riders may not create a hostile scene.
6. Riders and escorts are responsible for a \$2 co-pay each trip, and must have exact change, each time you board.
7. Rider must not engage the driver in conversation or distract the driver in any way.
8. Rider must use earphones when using personal listening devices.
9. Rider may not ask driver to make special stops during transport.
10. Rider is responsible for all personal items. SVTA is not responsible for missing or lost items or misplaced property.

11. Riders must use seat belts if available. Wheelchairs or any other mobility device must be properly secured and fastened before SVTA vehicle can move.

12. Wheelchairs and walking devices must be in good repair. *Client is responsible for providing and maintaining their own wheelchair.*

13. Riders who need special assistance must have an escort. The escort must age 18+ & must be available to aid rider as needed.

14. When transporting children, the following Florida Child Car Seat Laws must be followed:

If the vehicle that you are being transported in is equipped with seat belts:

Minors under 18 years old must be in a seatbelt.

Florida law requires children age 5 and under to be secured properly in a crash-tested, federally approved child restraint device.

- Children ages 0-3 must be in child restraint devices of a separate carrier or a vehicle manufacturer's integrated child seat.
- Children age 4 and 5 must be in a separate carrier, integrated child seat or booster seat.

Car seats may not be left on the vehicle.

SVTA RIDER'S

QUICK REFERENCE GUIDE

The Suwannee Valley Transit Authority (SVTA) is a public transit agency serving the citizens of Columbia, Hamilton and Suwannee Counties. SVTA is governed by the SVTA Board of Directors. Two County Commissioners from each of the three counties make up the SVTA Board of Directors.

STATE'S DESIGNATED CTC

SVTA is the state's designated 'Community Transportation Coordinator' (CTC), meaning that SVTA is the transportation agency for non-emergency medical transportation for the state's Transportation Disadvantaged Trust Fund (TDTF). For Medicaid sponsored, non-emergency medical transportation you must contact your HMO to set up your transportation for medical appointments. To schedule transportation under the Transportation Disadvantaged Trust Fund, call the numbers located on the front of this brochure. All non-emergency transportation is done by way of public and shared ride transportation. SVTA is fully ADA compliant, serving ambulatory, wheelchair and stretcher riders.

COMMUNITY DISASTER EMERGENCY PROCEDURES

During a community disaster, SVTA will work with the Emergency Operations Center (EOC) of your county to transport residents to designated evacuation shelters. All routine transportation will be suspended during times of state declared disaster.

ESCORTS and SERVICE ANIMALS

If you use a wheelchair or other mobility device, you must be able to move around with your device under your own power. You are responsible for providing and maintaining your

own wheelchair. If you need assistance in moving about (i.e. you cannot roll your wheelchair without assistance, or walk to the vehicle without help), you must have an escort with you. The escort must be at least 18 years of age and fully capable to help you move about and assist you in case of an emergency. The escort must stay with you while you are on the SVTA vehicle. SVTA does NOT provide escorts. If you have an escort, you both must pay the co-pay.

Service Animals may accompany a rider. Rider is responsible for animal's hygiene and behavior.

CERTIFICATION

SVTA is safety and security certified by the Florida Department of Transportation. SVTA meets state / federal safety requirements for Public Transportation under Florida Administrative Code (FAC) 14-90.

TO MAKE A RESERVATION

Trip reservations must be made at least 3 business days in advance of the day you need transportation. Trip reservations are taken weekdays from 8am to 5pm. Call (386) 362-5332 OPTION 2 to make a reservation. You must have all required information ready, such as the doctor or treatment facility's name, address, phone, date and time of appointment. The Reservationist cannot look up this information for you. When your reservation is logged, you will be given a confirmation number. This number is proof that you made an appointment. SVTA is not responsible for missed appointments because you did not call in on time or did not provide correct information. Call for your reservation as soon as you become aware of your appointments.

SUBSCRIPTION TRIPS

If you have an appointment that will continue for an extended period of time (i.e. physical therapy or dialysis treatment) SVTA can set up a Subscription trip for you. This will put you on a

schedule for the duration of your treatment so you will not have to call in each time. Pick up and drop off locations must be the same throughout the subscription.

TO CANCEL A RESERVATION

Please notify SVTA if you must cancel your scheduled trip. Call (386) 362-5332 OPTION 1. If you do not cancel within 8 hours prior to your scheduled pick up time, you will be considered a NO SHOW. A NO SHOW occurs when the driver arrives to pick you up and you are not ready to board the vehicle. If you are a NO SHOW or if you cancel when the SVTA vehicle arrives, all your trips for that day will be cancelled as well.

THE DAY OF YOUR TRIP

You must be ready to board your SVTA Transport vehicle when it arrives at your location. The Driver cannot wait for more than 5 minutes as s/he must move on to pick up the next rider. SVTA recommends that you be ready at least two (2) hours ahead of your expected pick up time. If you require an escort to help you move about, that escort must be ready to board with you.

AFTER APPOINTMENT PICK UP

If you were not given an 'after appointment pick up time', you will be considered a 'will call'. This means that when you are finished with your appointment, call (386) 362-5332 OPTION 1 and tell us that you are ready for pick up. SVTA will send the nearest available transport for your return home.

PUBLIC TRANSPORTATION & SHARE RIDE

SVTA does its best to get you to your appointment on time with minimal wait times. SVTA is public transportation only and uses

a shared ride program, meaning that others will share your ride. SVTA covers a 2,300 square mile area and serves many riders. In order to get everyone to their appointment on time, you may have a very early pick up time. You may be on the transport vehicle for up to 2 hours or longer. You may have to wait for your transport for up to 2 hours or more, depending on your pickup point within the 3 counties. You must be prepared to wait, so bring appropriate provisions: water, snacks, medications, personal hygiene items & reading materials.

COMPLIMENTS

COMPLAINTS & GRIEVANCES

SVTA strives to provide safe, professional service. If you have a compliment or complaint, please call (386) 362-5332 or (800) 983-2435. If you are a TD or Medicaid Rider, the initial complaint must be filed within 15 business days. Medicaid has strict time frames for filing a complaint, grievance, appeal or request for a Fair Hearing.

PRIVACY

SVTA complies with all federal and state privacy laws, including HIPPA. SVTA will never share your information with anyone who is not authorized by law to have it. You MUST keep SVTA updated with your address, telephone number and emergency contact information. SVTA is not responsible for missed appointments because you have not updated your contact information with us.



Welcome to the Suwannee Valley Transit Authority

The Suwannee Valley Transit Authority (SVTA) was initially formed in late 1972 under a Federal Grant by the Office of Economic Opportunity as a "seed project." The Suwannee River Economic Council operated it. Operations began in the four Florida counties of Columbia, Suwannee, Hamilton, and Lafayette, with four 10-passenger vans and three school buses. Columbia County covers about 783 square miles, with a population at that time of about 25,375. Hamilton County covers approximately 214 square miles. Lafayette County has about 548 square miles, and Suwannee County has about 685 square miles.

In 1974, SVTA was transferred by mutual agreement to Suwannee County for public ownership to be eligible for a Florida Department of Transportation demonstration grant project. The demonstration project was in operation from November 1974 until September 1975.

In June 1975, a \$1 million proposal was submitted to the Federal Highway Administration for a rural transportation demonstration project under Section 147 of the Federal Aid Highway Act of 1973. The proposal was revised in June 1976 due to a cut in Federal funding. This reduced the proposed budget to \$245,000 for three years but allowed for route expansions of the existing system. Tentative approval from the Federal Highway Administration was received in July 1976 with a stipulation that final approval would be given when a transportation authority of local elected officials was formed.

On August 9, 1976, a tri-county transit authority officially named the Suwannee Valley Transit Authority was created by the Columbia, Hamilton, and Suwannee County Board of County Commissioners for the operation of the transit system. The Suwannee Valley Transit Authority Board consists of two county commissioners from each of the counties represented and one FDOT representative.

Suwannee Valley Transit Authority's Governing Board of Directors

2023 Regular Public Meeting Schedule

- Monday, January 9, 6:00 PM
- Monday, April 10, 6:00 PM
- Monday, June 5, 2023 Special Called Meeting
- Monday, July 10, 6:00 PM
- Monday, October 16, 6:00 PM

LOCATION:
Suwannee Valley Transit Authority
1987 Noyes Street SW
Live Oak, FL 32064

DIRECT ALL PUBLIC RECORD REQUESTS TO
ADMINISTRATOR, LARRY SESSIONS.

THE CUSTODIAN OF PUBLIC RECORDS
386.265.5333 OR LARRY.SESSIONS@SVTAFLA.COM

DBE AFFIRMATIVE ACTION PLAN

It is the policy of Suwannee Valley Transit Authority (SVTA) that disadvantaged businesses, as defined by 49 CFR Part 26 and implemented under Chapter 14-78, F.A.C., shall have the opportunity to participate as subcontractors and suppliers on all contracts awarded by the Department of Transportation.

Serving the Residents of
Columbia, Hamilton and
Suwannee Counties

DON'T ALWAYS HAVE CASH FARE?
Interested in Purchasing a Bus Pass?

CALL OUR OFFICE FOR MORE INFORMATION

Did you know you could help an elderly or disabled person get a ride to a life-sustaining appointment? You can make a voluntary contribution of \$1.00 or more by marking the box on your vehicle registration form to indicate that your donation will go to the Transportation Disadvantaged Trust Fund. The dollars you donate will provide additional trips to persons in your county.

Suwannee Valley Transit Authority

Serving the Residents of Columbia, Hamilton, and Suwannee Counties

About Us

The Suwannee Valley Transit Authority (SVTA) was initially formed in late 1972 under a Federal Grant by the Office of Economic Opportunity as a "seed project." The Suwannee River Economic Council operated it. Operations began in the four Florida counties of Columbia, Suwannee, Hamilton, and Lafayette, with four 10-passenger vans and three school buses. Columbia County covers about 783 square miles, with a population at that time of about 25,375. Hamilton County covers approximately 514 square miles. Lafayette County has about 548 square miles, and Suwannee County has about 685 square miles.

In 1974, SVTA was transferred by mutual agreement to Suwannee County for public ownership to be eligible for a Florida Department of Transportation demonstration grant project. The demonstration project was in operation from November 1974 until September 1976.


In June 1975, a \$1 million proposal was submitted to the Federal Highway Administration for a rural transportation demonstration project under Section 147 of the Federal Aid Highway Act of 1973. The proposal was revised in June 1976 due to a cut in Federal funding. This reduced the proposed budget to \$240,000 for three years but allowed for maintenance of the existing system. Tentative approval from the Federal Highway Administration was received in July 1976 with a stipulation that final approval would be given when a transportation authority of local elected officials was formed.

On August 9, 1976, a tri-county transit authority officially named the Suwannee Valley Transit Authority was created by the Columbia, Hamilton, and Suwannee County Board of County Commissioners for the operation of the transit system. The Suwannee Valley Transit Authority Board consists of two county commissioners from each of the counties represented and one FDOT representative.



MISSION STATEMENT

Serve the people of Columbia, Hamilton, and Suwannee counties by providing a reliable, safe, efficient, accessible, and convenient transportation system that meets the needs of our citizens and enhances the quality of living today and into the future.




Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties

Custodian of Public Records
Pursuant to 119.12(2), F.S.
Larry Sessions, Administrator
 1907 Voyles St SW
 Live Oak, FL 32064
Email: larry.sessions@ridesvta.com

QuickLinks
[About the Authority](#)
[Accessibility](#)
[Board Meetings](#)
[Board Members](#)
[Careers](#)
[Code of Conduct](#)
[Contact Us](#)

Contact Information
Suwannee Valley Transit Authority
Larry Sessions, Administrator
 1907 Voyles St SW
 Live Oak, FL 32064
Complaint Hotline: 800-983-3435
Phone: 800-258-7267

Our Location

MAP TO OUR LOCATION

Services


Suwannee Valley Transit Authority is committed to providing safe & reliable paratransit transportation to the public in Columbia, Hamilton, and Suwannee Counties. If you need a ride, call us. We can help. We can take you to your doctor's appointment, work, or a trip to the local grocery store. Suwannee Valley Transit Authority services are available Monday-Friday.

Paratransit is a specialized door-to-door service normally provided in a demand-responsive mode (i.e., the person must make a telephone call to arrange service). The goal of the paratransit program is to ensure that all Americans have access to transit to meet basic mobility needs.

Call (866) 362-5333 or (866) 362-7433 to schedule transportation with us and follow the prompts. For calls outside of Suwannee County and from a landline, call our toll-free number at 1-800-258-7267. You must call three business days in advance (excluding weekends and holidays).

Call your HMO provider directly to schedule transportation if you are Medicaid eligible.







Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties

Custodian of Public Records
Pursuant to 119.12(2), F.S.
Larry Sessions, Administrator
 1907 Voyles St SW
 Live Oak, FL 32064
Email: larry.sessions@ridesvta.com

QuickLinks
[About the Authority](#)
[Accessibility](#)
[Board Meetings](#)
[Board Members](#)
[Careers](#)
[Code of Conduct](#)
[Contact Us](#)
[Forms](#)
[Revenue Source](#)

Contact Information
Suwannee Valley Transit Authority
Larry Sessions, Administrator
 1907 Voyles St SW
 Live Oak, FL 32064
Complaint Hotline: 800-983-3435
Phone: 800-258-7267
Fax: 386-219-0157
Email: svta.support@ridesvta.com
www.RidesVTA.com

Our Location

MAP TO OUR LOCATION



Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties

[Home](#) | [Board Members](#) | [Finance](#) | [Rider Guide](#) | [Rider Survey](#) | [Accessibility](#)


(800) 258-7267

[Home](#) | [About Us](#) | [Board Meetings](#) | [Services](#) | [Careers](#) | [Forms](#) | [Submit Rider Application](#) | [Contact Us](#)

[Home](#) | [Forms](#)

Forms

- Title VI Policy
- Title VI Complaint Procedures
- SVTA Official Complaint Form
- Formulario de reclamación del Título VI (Spanish)




Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties


Custodian of Public Records
Pursuant to FRS 12(2), F.S.
Larry Sessions, Administrator
1907 Noyes St SW
 Live Oak, FL 32064
 Email: larry.sessions@svta.com

QuickLinks
About the Authority
 Accessibility
 Board Meetings
 Board Members
 Careers
 Code of Conduct
 Contact Us
 Forms
 Revenue Source

Contact Information
Suwannee Valley Transit Authority
Larry Sessions, Administrator
1907 Noyes St SW
 Live Oak, FL 32064
Complaint Hotline: 800-963-2435
Phone: 800-258-7267
Fax: 386-219-0137
Email: larry.sessions@svta.com
www.svta.com

Our Location


Copyright © 2023 | Suwannee Valley Transit Authority | All Rights Reserved.



Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties

[Home](#) | [Board Members](#) | [Finance](#) | [Rider Guide](#) | [Rider Survey](#) | [Accessibility](#)

(800) 258-7267

[Home](#) | [About Us](#) | [Board Meetings](#) | [Services](#) | [Careers](#) | [Forms](#) | [Submit Rider Application](#) | [Contact Us](#)

[Home](#) | [Submit Rider Application Online](#)

Submit Rider Application Online

- 2023 Rider Application

Instructions:


Please download the rider application and complete it. Once you have it complete please save it to your device in a location where you are able to locate it, for example to your desktop or your documents. Next attach the application and your income information and submit. Our office will be in touch with you to finalize your account and setup your rides.

Name *


Email *

Message *


File Upload *



Please drop or upload completed rider application here
Maximum file size: 10 MB



Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties



Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties

[Home](#) | [Board Members](#) | [Finance](#) | [Rider Guide](#) | [Rider Survey](#) | [Accessibility](#)

(800) 258-7267

[Home](#) | [About Us](#) | [Board Meetings](#) | [Services](#) | [Careers](#) | [Forms](#) | [Submit Rider Application](#) | [Contact Us](#)

[Home](#) | [Contact Us](#)

Contact Us


Suwannee Valley Transit Authority
Larry Sessions, Administrator
1907 Noyes St SW
 Live Oak, FL 32064
Phone: 800-258-7267
Fax: 386-219-0137
Email: larry.sessions@svta.com

Name *

Email *

Subject *

Message *




Suwannee Valley Transit Authority
Serving the Residents of Columbia, Hamilton, and Suwannee Counties

Custodian of Public Records
Pursuant to FRS 12(2), F.S.
Larry Sessions, Administrator
1907 Noyes St SW
 Live Oak, FL 32064
 Email: larry.sessions@svta.com

QuickLinks
About the Authority
 Accessibility
 Board Meetings
 Board Members
 Careers
 Code of Conduct
 Contact Us
 Forms
 Revenue Source

Contact Information
Suwannee Valley Transit Authority
Larry Sessions, Administrator
1907 Noyes St SW
 Live Oak, FL 32064
Complaint Hotline: 800-963-2435
Phone: 800-258-7267
Fax: 386-219-0137
Email: larry.sessions@svta.com
www.svta.com

Our Location


SUWANNEE VALLEY TRANSIT AUTHORITY
TRANSPORTATION DISADVANTAGED ASSESSMENT SCREENING FORM: YR 20 - 20

SECTION 1: General Information

Full Name: _____
Last First Middle Initial

Address: _____
Street Address Apt/Lot #

City State ZIP Code

Check One: ☐ House ☐ Apartment ☐ Mobile Home ☐ Nursing Home ☐ Group Home

For what type of travel do you intend to use this service? _____

How often do you plan to travel? ☐ Daily ☐ Weekly ☐ Monthly

Mailing Address: _____
Street Address or P O Box Apt/Lot #

City State ZIP Code

Home Phone#: _____ Alternate Phone #: _____

Email: _____

SS#: _____ Gender: _____

Birth Date: _____ (Attach copy of state ID or driver's license)

Emergency Contact Name: _____
Relationship: _____ Emergency Contact Phone #: _____

SECTION 2: Mobility & Functionality Status

Check all Mobility Aids and/or Impairments that apply:

- ☐ Wheel Chair ☐ Walker ☐ Cane ☐ Crutches ☐ Leg Brace
- ☐ Portable Oxygen ☐ Legally Blind ☐ Totally Blind ☐ Service Animal ☐ Deaf
- ☐ Hearing Impaired ☐ Mentally Impaired ☐ Speech Impairment

If you checked "Mentally Impaired", please indicate the type of mental disability: _____

I require an escort to travel. (Check one) ☐ Yes ☐ No

In case of mental or physical impairment, please answer the following questions:

1. Are you unable to drive yourself due to your disability? ☐ Yes ☐ No

If "yes", explain why. _____

2. How do you currently travel to your destinations? _____

3. Are you able to grip handles or railings? ☐ Yes ☐ No

4. Are you able to climb stairs? ☐ Yes ☐ No

5. Are you able to understand and follow directions/requests? ☐ Yes ☐ No

(IF NO, A PERSONAL ESCORT IS REQUIRED WHEN TRAVELING.)

Section 3: Income Status

1. Are you currently receiving Medicaid? ☐ Yes ☐ No

If yes, include Medicaid #: _____

2. Check current assistance: ☐ Food Assistance (EBT) ☐ AFDC ☐ SSI
(Must attach most current supporting documentation if applicable.)

3. How many individuals live in your household? _____

4. What is your annual household income? _____
(Must attach most current supporting documentation, i.e. W2, bank statement, etc.)

5. Do you or does anyone in your household have a car? ☐ Yes ☐ No

5a. If "yes": Owner's name _____ Tag # _____

Year _____ Make _____ Model _____

5b. If "yes", is this vehicle available to you ☐ Sometimes ☐ Always ☐ Never?

6. Do you have friends or relatives who can transport you? ☐ Yes ☐ No

6a. If "yes", are they able to transport you ☐ Sometimes ☐ Always ☐ Never

Are you aware that you are required to pay a co-payment of \$2 each way for this program and that if you do not pay, you cannot ride? ☐ Yes ☐ No

Are you enrolled in any other programs that will pay for or provide you with transportation services?
☐ Yes ☐ No If "yes", please provide the name: _____

Section 4: Applicant Release

Applicant acknowledges that the information provided is true and correct to the best of their ability and will only be used to assess eligibility. I hereby authorize my medical representative to release information regarding my level of functionality and need for transportation with SVTA. Any false information submitted will be found cause for immediate disqualification or revocation of eligibility.

Applicant Signature _____

Date _____

If you are signing on the applicant's behalf, please indicate relationship to applicant (I.e., legal guardian, parent, personal care attendant, etc.)_____

Signature

Date

Section 5

If you have indicated that you are mentally or physically impaired, please have a Medical Professional (such as a licensed physician, nurse practitioner, physical therapist, social worker, etc.) review this application and complete the following-

1. Do the disabilities of the applicant require that he/she bring a personal care attendant or escort when travelling? (Check one) ☐ Yes ☐ No (If "yes" the applicant **must** travel with an escort for **each** trip.)
2. Indicate which type of transportation is required by the applicant based upon his/her functionality. (Check one) ☐ Ambulatory Vehicle or ☐ Wheelchair & Walker accessible Vehicle

Please **initial** the following:

_____ I hereby certify that I have treated the above mentioned applicant and I am familiar with his/her disability and health condition.

_____ I hereby certify that I have read and agree with the information submitted in this application.

Please attach pertinent medical documentation (such as evaluations, test results, or reports) that would explain the diagnosis or limitations of the applicant. Failure to do so will delay eligibility determination.

I understand that by signing, I am acknowledging that the information in this evaluation is true and correct to the best of my knowledge. I certify that providing false or misleading information could result in the re-examination of eligibility status of the applicant and may be reported to the license/certification jurisdiction of the State of Florida.

Print or type name of medical professional

License Number

Office Address:

Street Address

Bldg/Suite#

State

ZIP Code

Office Phone # _____ Ext _____

Signature

Date

****IF ANY SECTION IS LEFT BLANK, OR ANY REQUIRED DOCUMENTATION IS NOT SUBMITTED, THIS FORM WILL BE RETURNED AND ELIGIBILITY CONSIDERATION WILL BE DELAYED****

****I understand** there is a 3, grocery store issued, bag limit when going grocery shopping. If you do not follow this rule we will not transport you to or from the grocery store. Initial Here _____

Return this application along with supporting documentation to the following address:

Suwannee Valley Transit Authority
1907 Voyles St, SW
Live Oak, FL 32064
(386) 362-5332

**THIS TRANSPORTATION DISADVANTAGED APPLICATION WILL BE GOOD FOR TWO YEARS
FROM THE DATE OF APPROVAL.**

SVTA eligibility criteria: Applicant must meet one of the following:

Age: 60 + with proof of age by Driver License or State ID
Disability: Physical or Mental Impairment with completed Section 5 of this application by a
 medical professional
Income: Based on 175% Gross Monthly Income Level of the current Federal Poverty Level
 (FPL)

Office Use Only:

New Application: _____ Recertification: _____ TD: _____ Other: _____

Received Date: _____ Approved Date: _____ Denied Date: _____

February 8, 2023

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Are the Community Transportation Coordinator subcontracts uniform?**
Not applicable, no subcontracted operators.
2. **Is the Florida Commission for the Transportation Disadvantaged standard contract utilized?**
Not applicable, no subcontracted operators.
3. **Do the contracts include performance standards for the transportation operators?**
Not applicable, no subcontracted operators.
4. **Do the contracts include the proper language concerning payment to subcontractors?**
Not applicable, no subcontracted operators.
5. **Were the following items submitted on time?**
 - a) **Annual Operating Report:** Yes
 - b) **Memorandum of Agreement:** Yes
 - c) **Transportation Disadvantaged Service Plan:** Yes
 - d) **Transportation Disadvantaged Trust Fund Grant Application:** Yes
 - e) **Other grant applications:** Yes
6. **Does the Community Transportation Coordinator monitor its subcontractors and how often is monitoring conducted?**
Not applicable, no subcontracted operators.
7. **Is a written report issued to the operator?**
Not applicable, no subcontracted operators.
8. **What type of monitoring does the Community Transportation Coordinator perform on its coordination contractors and how often is it conducted?**
Suwannee Valley Transit Authority has two coordination contractors; ARC of North Florida and Columbia County Senior Services, Inc.. The coordination contractors are required to report yearly operating data to Suwannee Valley Transit Authority for inclusion the Annual Operating Reports. Suwannee Valley Transit Authority requests backup documentation to verify submitted data. Suwannee Valley Transit Authority has two-year agreements with both coordination contractors.
9. **Are coordination contracts reviewed annually as to the effectiveness and efficiency of the coordination contractor or the renewal of any Coordination Contracts?**
Suwannee Valley Transit Authority reviews coordination contracts annually.
10. **Are there any transportation alternatives?**
No

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Hours of Service:**

Monday through Saturday from 6:00 a.m. to 5:00 p.m. excluding holidays.

2. **Call Intake Hours:**

Monday through Friday from 6:00 a.m. to 5:00 p.m. excluding observed holidays.

3. **After Hours Reservations/Cancellations:**

After hours service is not provided through the Transportation Disadvantaged Program.

Trips must be cancelled 24 hours in advance of the scheduled pickup time.

4. **Minimum required notice for reservations:**

Trip reservations must be made before 3:00 p.m. three (3) days before the day of transport.

5. **How far in advance can reservations be place (number of days)?**

14

6. **What type of arrangement does the Community Transportation Coordinator have with the local Regional Workforce Board?**

No agreement with the local Regional Workforce Board.

7. **Has the Community Transportation Coordinator developed any innovative transportation services for the local Regional Workforce Board?**

No

8. **Do the Community Transportation Coordinator and Local Coordinating Board review applications for federal, state and local Transportation Disadvantaged funding?**

Yes

9. **What are the trip priorities for the trips funded with Transportation Disadvantaged Program trips?**

1) Vital Care - Medical (Dialysis and Cancer Care)

2) Prescheduled Medical Appointments as defined by the American Board of Medical Specialties

3) Employment

4) Grocery shopping

5) Educational

6) Social service agency trips

7) Shopping

8) Recreation and other

10. **How are the trip priorities carried out?**

Medical appointments take priority. Suwannee Valley Transit Authority provides commuter assistance trips to work and college, as well as, developmental service and pharmacy trips. Shopping trips are provided on an as needed basis, but are the first trips denied in the event of increased demand medical trips.

V. COMPLIANCE WITH RULE 41-2 FLORIDA ADMINISTRATIVE CODE

1. **How is the Community Transportation Coordinator using school buses in the coordinated system?**

Suwannee Valley Transit Authority does not have agreements with the local school districts to use school buses.

2. **How is the Community Transportation Coordinator using public transportation services in the coordinated system?**

Not applicable, no other public transportation services operating in the service area.

3. **Is there a goal for transferring passengers from paratransit to transit?**

Not applicable, no fixed route public transportation systems operating in the service area.

4. **What are the minimum liability insurance requirements?**

\$200,000/\$300,000

5. **What are the minimum liability insurance requirements in the operator and coordination contracts?**

\$200,000/\$300,000

6. **Do the minimum liability insurance requirements exceed \$1 million per incident?**

No

7. **Date of last System Safety Program Plan Compliance Review:**

September 2020

8. **Are the contracted operators in compliance with the System Safety Program Plan?**

Not applicable, no subcontracted operators.

9. **Do the Community Transportation Coordinator and its contracted operators (if any) comply with the Federal Transit Administration Anti-Drug and Alcohol Misuse Program (49 CFR Part 40, 655)?**

Yes

10. **Date of last Anti-Drug and Alcohol Misuse Program review:**

September 2020

Standards	Comments
Local toll free phone number must be posted in all vehicles.	Suwannee Valley Transit Authority posts local toll free phone number in all vehicles.
Vehicle Cleanliness	Suwannee Valley Transit Authority cleans all vehicles (interior/exterior) at least once a week.
Passenger/Trip Database	Suwannee Valley Transit Authority maintains a passenger/trip database.
Adequate seating	Suwannee Valley Transit Authority provides adequate seating for all passengers.
Driver Identification	Suwannee Valley Transit Authority's drivers wear uniforms, with name tags and a Suwannee Valley Transit Authority identification badge.
Passenger Assistance	Suwannee Valley Transit Authority requires drivers to provide passengers with boarding and exiting assistance.
Smoking, Eating and Drinking	Eating and drinking on board vehicles is prohibited unless medically necessary or for trips that have extended wait or travel times.
Two-way Communications	Suwannee Valley Transit Authority and subcontracted operators are required to have an effective two-way communication system.
Air Conditioning/Heating	All vehicles have working air conditioners and heaters.
Billing Requirements	Suwannee Valley Transit Authority subcontracts do not include a requirement that all bills be paid within 7 working days to subcontractors after receipt of said payment by Suwannee Valley Transit Authority in accordance with Section 287.0585, Florida Statutes.
Transport of Escorts and dependent children policy	Children 14 and under will be required to be accompanied by an escort who is over 18 years of age. Any passenger that is not able to be self-sufficient (maneuver about on their own; maintain control of bodily functions; provide hygiene care for oneself) must have an escort present at all times while riding on Suwannee Valley Transit Authority vehicles. Escorts must be able to provide the necessary assistance to the passenger in the event of any need. Escorts must remain with the passenger while on a Suwannee Valley Transit Authority vehicle and aid the passenger as required. Escorts will be transported at the regular co-pay rate.
Use, Responsibility, and cost of child restraint devices	All passengers under the age of 4 and/or under 50 pounds will be required to use an approved child restraint device, or otherwise be in compliance with state regulations at the time. This device shall be provided by the child's escort, and it must be clean and sanitized.
Out-of-Service Area trips	Suwannee Valley Transit Authority requires medical provider certification for any out of county trip and will make efforts to assist the rider and/or his physician in securing appointments within the region.
CPR/1st Aid	<p>All vehicles operating in the coordinated system shall be equipped with first aid kits and bio-hazard ("spill") kits as required by State and Federal regulations. It is Suwannee Valley Transit Authority's goal for all drivers to be certified in First Aid by a recognized first aid training program within 6 months of employment.</p> <p>Drivers are required to be trained in cardiopulmonary resuscitation. All Suwannee Valley Transit Authority drivers shall maintain a current Cardiopulmonary Resuscitation/First Aid certificate.</p>
Driver Criminal Background Screening	Suwannee Valley Transit Authority requires all drivers in the coordinated system to have a criminal background check with local law enforcement and the Florida Department of Law Enforcement

Standards	Comments	
	prior to hire. Suwannee Valley Transit Authority will check the Motor Vehicle Report of each driver prior to hire, and on a routine and systematic basis.	
Passenger Property	Passengers are allowed to have personal property which they can place in their lap or stow under the seat. The size of personal property is restricted to what can be held by the passenger or stowed in an area not to interfere with other passengers or becomes a safety hazard. No animals, with the exception of service animals, will be transported. All oxygen must be portable, self-administered and secured. Drivers cannot assist with oxygen needs.	
Advance reservation requirements	Trips must be scheduled three (3) weekdays in advance of the day of appointment. Hospital discharges or other urgent trips must be arranged by calling the afterhours phone number.	
Pick-up Window	<p>Passengers shall be picked up two hours before or one hour after their scheduled pick-up time. Passengers will be given pick-up times when they make their trip reservations.</p> <p>Return Trips: Passengers will be picked up 0-60 minutes after their scheduled return pick-up time. For example: 5:00 p.m. return pick-up time, driver should arrive between 5:00 p.m. and 6:00 p.m. Passengers who do not schedule return trip pickup times, will be given a return pick-up time of 90 minutes after the scheduled drop off time.</p> <p>Will Call Return Pick-Up: A "will-call" return pick-up will be offered when a passenger is not ready at their requested return trip pick-up time. As a courtesy, Suwannee Valley Transit Authority will dispatch a vehicle back to their return trip pick-up location within two hours of the time the "will-call" request was made.</p>	
Measurable Standards/ Goals	Standard/Goal	Is the Community Transportation Coordinator meeting the Standard?
Fixed Route Public Transit Ridership	Not applicable	Not applicable
On-time performance	90%	Yes
Accidents	No more than 1/100,000 miles	No 1.5/100,000 miles
Roadcalls	No more than 7 roadcalls/100,000 miles	Yes
Complaints	No more than 1/1,000 trips.	Yes
Call-Hold Time	No established standard for call hold time.	Not applicable

County: Columbia
 CTC: Suwannee Valley Transit Authority
 Contact: Larry Sessions
 1907 Voyles St, SW
 Live Oak, FL 32064
 386-362-5332
 Email: larry.sessions@ridesvta.com

Demographics Number
 Total County Population 0
 Unduplicated Head Count 143



Trips By Type of Service	2021	2022	2023	Vehicle Data	2021	2022	2023
Fixed Route (FR)	0	0	0	Vehicle Miles	274,215	276,485	152,814
Deviated FR	0	0	0	Roadcalls	2	0	4
Complementary ADA	0	0	0	Accidents	0	0	1
Paratransit	15,614	13,563	14,527	Vehicles	22	20	19
TNC	0	0	0	Drivers	15	14	14
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
TOTAL TRIPS	15,614	13,563	14,527				
Passenger Trips By Trip Purpose				Financial and General Data			
Medical	3,580	4,799	4,722	Expenses	\$1,071,796	\$1,166,661	\$1,269,182
Employment	487	251	107	Revenues	\$1,140,383	\$992,470	\$2,131,161
Ed/Train/DayCare	7,567	7,595	8,279	Commendations	4	0	1
Nutritional	400	166	17	Complaints	0	0	1
Life-Sustaining/Other	3,580	752	1,402	Passenger No-Shows	650	681	887
TOTAL TRIPS	15,614	13,563	14,527	Unmet Trip Requests	0	0	0
Passenger Trips By Revenue Source				Performance Measures			
CTD	6,925	6,140	5,684	Accidents per 100,000 Miles	0	0	0.65
AHCA	0	0	0	Miles between Roadcalls	137,108	0	38,204
APD	4,414	5,318	5,772	Avg. Trips per Passenger	75.07	75.35	101.59
DOEA	774	221	323	Cost per Trip	\$68.64	\$86.02	\$87.37
DOE	0	0	643	Cost per Paratransit Trip	\$68.64	\$86.02	\$87.37
Other	3,501	1,884	2,105	Cost per Total Mile	\$3.91	\$4.22	\$8.31
TOTAL TRIPS	15,614	13,563	14,527	Cost per Paratransit Mile	\$3.91	\$4.22	\$8.31
Trips by Provider Type							
CTC	14,839	13,341	14,203				
Transportation Operator	0	0	0				
Coordination Contractor	775	222	324				
TOTAL TRIPS	15,614	13,563	14,527				

County: Hamilton
 CTC: Suwannee Valley Transit Authority
 Contact: Larry Sessions
 1907 Voyles St, SW
 Live Oak, FL 32064
 386-362-5332
 Email: larry.sessions@ridesvta.com

Demographics Number
 Total County Population 0
 Unduplicated Head Count 63



Trips By Type of Service	2021	2022	2023	Vehicle Data	2021	2022	2023
Fixed Route (FR)	0	0	0	Vehicle Miles	88,738	89,495	156,539
Deviated FR	0	0	0	Roadcalls	0	0	2
Complementary ADA	0	0	0	Accidents	0	1	0
Paratransit	6,142	7,774	11,889	Vehicles	6	5	5
TNC	0	0	0	Drivers	4	4	3
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
TOTAL TRIPS	6,142	7,774	11,889				
Passenger Trips By Trip Purpose				Financial and General Data			
Medical	1,596	1,259	1,002	Expenses	\$356,139	\$387,589	\$422,108
Employment	164	294	0	Revenues	\$375,422	\$340,927	\$704,892
Ed/Train/DayCare	3,823	3,784	8,038	Commendations	0	0	0
Nutritional	0	1,963	1,785	Complaints	0	0	0
Life-Sustaining/Other	559	474	1,064	Passenger No-Shows	316	389	573
TOTAL TRIPS	6,142	7,774	11,889	Unmet Trip Requests	0	0	0
Passenger Trips By Revenue Source				Performance Measures			
CTD	4,193	4,741	4,766	Accidents per 100,000 Miles	0	1.12	0
AHCA	0	0	0	Miles between Roadcalls	0	0	78,270
APD	789	136	0	Avg. Trips per Passenger	122.84	143.96	188.71
DOEA	0	0	0	Cost per Trip	\$57.98	\$49.86	\$35.50
DOE	0	0	0	Cost per Paratransit Trip	\$57.98	\$49.86	\$35.50
Other	1,160	2,897	7,123	Cost per Total Mile	\$4.01	\$4.33	\$2.70
TOTAL TRIPS	6,142	7,774	11,889	Cost per Paratransit Mile	\$4.01	\$4.33	\$2.70
Trips by Provider Type							
CTC	6,142	7,774	11,889				
Transportation Operator	0	0	0				
Coordination Contractor	0	0	0				
TOTAL TRIPS	6,142	7,774	11,889				

County: Suwannee
 CTC: Suwannee Valley Transit Authority
 Contact: Larry Sessions
 1907 Voyles St, SW
 Live Oak, FL 32064
 386-362-5332
 Email: larry.sessions@ridesvta.com

Demographics	Number
Total County Population	0
Unduplicated Head Count	167



Trips By Type of Service	2021	2022	2023	Vehicle Data	2021	2022	2023
Fixed Route (FR)	0	0	0	Vehicle Miles	71,597	131,827	291,822
Deviated FR	0	0	0	Roadcalls	0	0	5
Complementary ADA	0	0	0	Accidents	0	1	1
Paratransit	13,119	15,529	17,255	Vehicles	11	11	15
TNC	0	0	0	Drivers	9	11	29
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
TOTAL TRIPS	13,119	15,529	17,255				
Passenger Trips By Trip Purpose				Financial and General Data			
Medical	4,213	4,698	3,964	Expenses	\$333,195	\$371,894	\$443,172
Employment	710	534	984	Revenues	\$368,044	\$349,042	\$647,876
Ed/Train/DayCare	6,485	7,575	9,492	Commendations	3	0	0
Nutritional	3	3	7	Complaints	3	0	0
Life-Sustaining/Other	1,708	2,719	2,808	Passenger No-Shows	128	141	120
TOTAL TRIPS	13,119	15,529	17,255	Unmet Trip Requests	0	0	0
Passenger Trips By Revenue Source				Performance Measures			
CTD	4,980	5,098	4,237	Accidents per 100,000 Miles	0	0.76	0.34
AHCA	0	0	0	Miles between Roadcalls	0	0	58,364
APD	6,118	7,477	9,123	Avg. Trips per Passenger	184.77	95.27	103.32
DOEA	0	0	0	Cost per Trip	\$25.40	\$23.95	\$25.68
DOE	0	0	0	Cost per Paratransit Trip	\$25.40	\$23.95	\$25.68
Other	2,021	2,954	3,895	Cost per Total Mile	\$4.65	\$2.82	\$1.52
TOTAL TRIPS	13,119	15,529	17,255	Cost per Paratransit Mile	\$4.65	\$2.82	\$1.52
Trips by Provider Type							
CTC	7,890	8,941	9,160				
Transportation Operator	0	0	0				
Coordination Contractor	5,229	6,588	8,095				
TOTAL TRIPS	13,119	15,529	17,255				



Bus Transit System Annual Safety and Security Certification

*Certifying Compliance with Rule 14-90, FAC to the
Florida Department of Transportation (FDOT)*

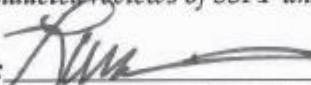
Certification Date (Current): 2023

Certification Year: (Previous): 2022

Name and Address of Bus Transit System: Suwannee Valley Transit Authority
1907 Voyles Street SW
Live Oak, FL, 32064

The Bus Transit System (Agency) named above hereby certifies the following:

- 1. The Agency has adopted a System Safety Program Plan (SSPP) and a Security Program Plan (SPP) pursuant to the standards set forth in Rule Chapter 14-90, Florida Administrative Code.*
- 2. The Agency is in compliance with its adopted SSPP and SPP.*
- 3. The Agency has performed annual safety inspections on all operational vehicles in accordance with Rule Chapter 14-90, Florida Administrative Code.*
- 4. The Agency has conducted reviews of SSPP and SPP and the plans are up to date.*

Blue Ink Signature: 
(Individual Responsible for Assurance of Compliance)

Date: 1/11/2023

Name: Larry Sessions Title: Administrator

Name and address of entity(ies) which has (have) performed bus safety inspections and security assessments:

Name: Suwannee Valley Transit Authority

Address: 1907 Voyles Street SW, Live Oak, FL, 32064

Name of Qualified Mechanic who Performed Annual Inspections: Wayne Blevins

VI ON-SITE OBSERVATION OF THE SYSTEM

1. **Date of Observation:**
10/11/2023
2. **Location:**
FDOT/Fort White
3. **Number of Passengers picked up/dropped off:**
Ambulatory: 1
Non-Ambulatory: 0
4. **Was the driver on time?**
Yes
5. **Did the driver provide passenger assistance?**
Not applicable
6. **Was the driver wearing identification?**
Yes
7. **Did the driver ensure the passengers were properly secured?**
Yes
8. **Was the interior of the vehicle free of 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?**
Yes
9. **Is there a sign posted on the interior of the vehicle with both a local phone number and the Transportation Disadvantaged Program Helpline for comments/complaints/commendations?**
No
10. **Did the vehicle have working heat and air conditioning?**
Yes
11. **Did the vehicle have two-way communications in good working order?**
Yes
12. **If used, was the lift in good working order?**
Not applicable
13. **Was there safe and appropriate seating for all passengers?**
Yes
14. **Did the driver properly use the lift and secure the passenger?**
No applicable

VII PASSENGER SURVEYS

How often do your ride?

Daily 7 days/week	1-2 Times/Week	3-5 Times/Week	Other
0	4	5	0

Have you been denied transportation services?

Yes 0

No 9

What is your trip purpose?

Medical	Education/Training	Employment	Other
3	5	0	1

Do you have concerns with your service?

Yes 0

No 9

What types of concerns do you have?

Late Trips	Driver Behavior	Availability	Vehicle Condition	Customer Service	Cost
0	0	0	0	0	0

VII PURCHASING AGENCY SURVEYS

PURCHASING AGENCY SURVEY

Purchasing Agency: _____ Suwannee River Economic Council, Inc. _____

Representative of Purchasing Agency: _____ Matthew Pearson, Executive Director _____

County(ies): _____ Columbia, Hamilton and Suwannee _____

1) What is the primary purpose for purchasing transportation service from Suwannee Valley Transit Authority for your clients?

- Medical
- Employment
- Education/Training/Day Care
- ☒ Nutritional
- Life Sustaining/Other

2) Do you have any concerns with Suwannee Valley Transit Authority's service?

- Yes
- ☒ No If no, skip to question 6

3) If you answered "yes" to question 2 above, please identify the types of concerns:

- Advance notice requirement
- Cost
- Service area limits
- Pick up times not convenient
- Vehicle condition
- Lack of passenger assistance
- Accessibility concerns
- Complaints about drivers
- Complaints about timeliness
- Length of wait for reservations
- Other _____

4) Overall, are you satisfied with the transportation services provided by Suwannee Valley Transit Authority?

- ☒ Yes
- No If no, why? _____

Thank you for completing this survey.

VIII Cost



CTC Expense Sources

County: Columbia

CTC Status: Submitted

CTC Organization: Suwannee Valley
Transit Authority

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Expense Sources						
Labor	\$ 526,821	\$ 1,932	\$ 528,753	\$ 570,017	\$ 1,088	\$ 571,105
Fringe Benefits	\$ 192,540	\$ 316	\$ 192,856	\$ 260,794	\$ 428	\$ 261,222
Services	\$ 92,977	\$ 0	\$ 92,977	\$ 56,765	\$ 0	\$ 56,765
Materials & Supplies Consumed	\$ 189,941	\$ 0	\$ 189,941	\$ 147,130	\$ 90	\$ 147,220
Utilities	\$ 30,988	\$ 0	\$ 30,988	\$ 27,506	\$ 26	\$ 27,532
Casualty & Liability	\$ 66,278	\$ 123	\$ 66,401	\$ 45,060	\$ 2,264	\$ 47,324
Taxes	\$ 68	\$ 0	\$ 68	\$ 32	\$ 0	\$ 32
Miscellaneous	\$ 909	\$ 0	\$ 909	\$ 673	\$ 0	\$ 673
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 3,296	\$ 0	\$ 3,296	\$ 3,291	\$ 0	\$ 3,291
Capital Purchases	\$ 162,501	\$ 0	\$ 162,501	\$ 51,497	\$ 0	\$ 51,497
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 492	\$ 492	\$ 0	\$ 0	\$ 0
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 1,266,319	\$ 2,863	\$ 1,269,182	\$ 1,162,765	\$ 3,896	\$ 1,166,661



CTC Expense Sources

County: Hamilton

CTC Status: Submitted

CTC Organization: Suwannee Valley
Transit Authority

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Expense Sources						
Labor	\$ 175,607	\$ 0	\$ 175,607	\$ 190,006	\$ 0	\$ 190,006
Fringe Benefits	\$ 64,180	\$ 0	\$ 64,180	\$ 86,931	\$ 0	\$ 86,931
Services	\$ 30,993	\$ 0	\$ 30,993	\$ 18,922	\$ 0	\$ 18,922
Materials & Supplies Consumed	\$ 63,314	\$ 0	\$ 63,314	\$ 49,043	\$ 0	\$ 49,043
Utilities	\$ 10,329	\$ 0	\$ 10,329	\$ 9,169	\$ 0	\$ 9,169
Casualty & Liability	\$ 22,093	\$ 0	\$ 22,093	\$ 15,020	\$ 0	\$ 15,020
Taxes	\$ 23	\$ 0	\$ 23	\$ 11	\$ 0	\$ 11
Miscellaneous	\$ 303	\$ 0	\$ 303	\$ 224	\$ 0	\$ 224
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 1,099	\$ 0	\$ 1,099	\$ 1,097	\$ 0	\$ 1,097
Capital Purchases	\$ 54,167	\$ 0	\$ 54,167	\$ 17,166	\$ 0	\$ 17,166
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 422,108	\$ 0	\$ 422,108	\$ 387,589	\$ 0	\$ 387,589



CTC Expense Sources

County: Suwannee

CTC Status: Submitted

CTC Organization: Suwannee Valley
Transit Authority

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Expense Sources						
Labor	\$ 133,796	\$ 40,764	\$ 174,560	\$ 144,766	\$ 23,992	\$ 168,758
Fringe Benefits	\$ 48,899	\$ 1,450	\$ 50,349	\$ 66,233	\$ 640	\$ 66,873
Services	\$ 23,613	\$ 1,911	\$ 25,524	\$ 14,416	\$ 1,118	\$ 15,534
Materials & Supplies Consumed	\$ 48,239	\$ 18,361	\$ 66,600	\$ 37,366	\$ 8,838	\$ 46,204
Utilities	\$ 7,870	\$ 51	\$ 7,921	\$ 6,986	\$ 0	\$ 6,986
Casualty & Liability	\$ 16,833	\$ 23,158	\$ 39,991	\$ 11,444	\$ 9,745	\$ 21,189
Taxes	\$ 17	\$ 0	\$ 17	\$ 8	\$ 2,447	\$ 2,455
Miscellaneous	\$ 231	\$ 20,169	\$ 20,400	\$ 171	\$ 6,835	\$ 7,006
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 837	\$ 0	\$ 837	\$ 836	\$ 0	\$ 836
Capital Purchases	\$ 41,270	\$ 0	\$ 41,270	\$ 13,079	\$ 0	\$ 13,079
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 15,703	\$ 15,703	\$ 0	\$ 22,974	\$ 22,974
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 321,605	\$ 121,567	\$ 443,172	\$ 295,305	\$ 76,589	\$ 371,894

IX LEVEL OF COMPETITION

1. **Inventory of Transportation Operators in the Service Area**

	Transportation Providers Available	Transportation Providers Contracted in the System.
Private Non-Profit	3	2
Private For-Profit	9	0
Government	0	0
Public Transit Agency	1	1
Total	13	3

2. **How many of the operators are coordination contractors?** 2

3. **Does the Community Transportation Coordinator have a competitive procurement process?**

Yes

4. **What methods have been used in selection of the transportation operators?**

<input type="checkbox"/>	Low bid	<input checked="" type="checkbox"/>	Requests for proposals
<input type="checkbox"/>	Requests for qualifications	<input type="checkbox"/>	Requests for interested parties
<input type="checkbox"/>	Negotiation only	<input type="checkbox"/>	

X LEVEL OF COORDINATION	
1.	Public Information – How is public information distributed about transportation services in the community? <u>Suwannee Valley Transit Authority distributes brochures in the community.</u>
2.	Eligibility – How is passenger eligibility coordinated for local transportation services? <u>Suwannee Valley Transit Authority determines all passenger eligibility except for passengers sponsored by Florida’s Managed Medical Care Program.</u>
3.	Call Intake – To what extent is transportation coordinated to ensure that a user can reach a Reservationist on the first call? <u>Individuals call Suwannee Valley Transit Authority to schedule all trips except trips provided through Florida’s Managed Medical Care Program.</u>
4.	Reservations –How is the duplication of a reservation prevented? <u>Suwannee Valley Transit Authority handles all trip reservations except trip reservations for Florida’s Managed Medical Care Program.</u>
5.	Trip Allocation – How is the allocation of trip requests to providers coordinated? <u>Not applicable. No subcontracted operators.</u>
6.	Scheduling – How is the trip assignment to vehicles coordinated? <u>Suwannee Valley Transit Authority schedules all trips except for trips sponsored by Florida’s Managed Medical Care Program.</u>
7.	General Service Monitoring – How is the overseeing of transportation operators coordinated? <u>Not applicable. No subcontracted operators.</u>



Effective: January 1, 2019 to December 31, 2021

STATE OF FLORIDA
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
STANDARD COORDINATION/OPERATOR CONTRACT

THIS CONTRACT is entered into between the COMMUNITY TRANSPORTATION COORDINATOR, Suwannee Valley Transit Authority, designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of Columbia county(ies), and hereinafter referred to as the "Coordinator" and Columbia County Senior Services, Inc., hereinafter referred to as the "Agency/Operator". The terms and conditions of this Contract are effective January 1, 2019 and will continue through December 31, 2021.

WHEREAS, the Coordinator is required, under Rule 41-2, F.A.C., Contractual Arrangements, to provide and/or enter into where cost effective and efficient; to enter into subcontract(s) or to broker transportation services to transportation operators; and

WHEREAS, transportation disadvantaged funds includes any local government, state or federal funds that are for the transportation of transportation disadvantaged; and

WHEREAS, the Coordinator desires to contract with the Agency/Operator for the provision of transportation services for the transportation disadvantaged; and

WHEREAS, the Coordinator believes it to be in the public interest to provide such transportation services through the Agency/Operator for the residents of the service area who are clients of the Agency/Operator; and

WHEREAS, the Agency/Operator will provide the Coordinator the opportunity to develop a proposal for any new transportation services needed; and

WHEREAS, the Agency/Operator, in an effort to coordinate available resources, will make available transportation services to the Coordinator.

WHEREAS, this Contract allows for the provisions of transportation services be provided by the Agency/Operator, in accordance with Chapter 427, F.S., Rule 41-2, F.A.C., and the most current Community Transportation Coordinator policies.

NOW, THEREFORE, in consideration of the mutual covenants, promises and

Standard Coordination/Operator Contract
Form

Page 1 of 10

representations herein, the parties agree as follows:

THE AGENCY/OPERATOR SHALL:

- A. Provide services and vehicles according to the conditions specified in Attachment I.
- B. Coordinate available resources and make available transportation services to the Coordinator. Such services shall be provided in accordance with Attachment I.
- C. Submit to the Coordinator Annual Operating Report data 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 for the Transportation Disadvantaged, hereinafter Commission, and according to the instructions for the forms.
- D. 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. Agencies/Operators 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. Maintaining and filing with the Coordinator such progress, fiscal, inventory and other reports as the Coordinator may require during the period of this contract.
 - 3. By reserving to the Coordinator, the right to conduct finance and compliance audits at any time. Such audits conducted by the Coordinator will be at the expense of the Coordinator.
- E. 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 the five (5) years, the records shall be retained until resolution of the audit findings. The Agency/Operator shall assure that these records shall be subject to inspection, review, or audit at all reasonable times by persons duly authorized by the Coordinator or Commission or this Agreement. The Commission and the Coordinator shall have full access to and the right to examine any of the

records and documents during the retention period.

F. Comply with Safety Requirements by:

1. Complying with Section 341.061, F.S., and Rule 14-90, F.A.C., concerning System Safety or complying with Chapter 234.051, F.S., regarding school bus safety requirements for those services provided through a school board;
2. Assuring compliance with local, state, and federal laws, and Commission policies relating to drug testing, and;
3. Complying with Coordinator's System Safety Program Plan (SSPP) for designated service area.

G. Comply with Commission insurance requirements by maintaining at least minimum liability insurance coverage in the amount of \$100,000 for any one person and \$200,000 per occurrence at all times during the existence of this Contract. Upon the execution of this Contract, the Agency/Operator shall add the Coordinator 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 Coordinator. The Agency/Operator shall furnish the Coordinator written verification of the existence of such insurance coverage prior to the execution of this Contract. School board vehicle insurance coverage shall be in accordance with Section 234.03, F.S. and 234.211, F.S. Insurance coverage in excess of \$1 million per occurrence must be approved by the Coordinator and/or the local Coordinating Board before inclusion in this contract or in the justification of rates and fare structures, s. 41-2.006(1), FAC..

H. 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, including but not limited to 45 CFR, Part 205.50, except upon order of a court of competent jurisdiction, written consent of the recipient, or his/her responsible parent or guardian when authorized by law.

I. Protect Civil Rights by:

1. Complying with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, as amended. The Agency/Operator 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 required by the Coordinator. Agency/Operator shall also assure compliance with:

- a. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d et seq., which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.
 - b. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.
 - c. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
 - d. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving or benefiting from federal financial assistance.
 - e. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.
 - f. All regulations, guidelines, and standards lawfully adopted under the above statutes.
 - g. The Americans with Disabilities Act of 1990, as it may be amended from time to time.
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 Agency/Operator, its successors, subcontractors, transferees, and assignees for the period during which such assistance is provided. Assuring that operators, subcontractors, subgrantees, 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 Agency/Operator agrees that the Coordinator 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.

- J. Agency/Operator's obligation to indemnify, defend, and pay for the defense or at the Coordinator's option, to participate and associate with the Coordinator in the defense and trial of any claim and any related settlement negotiations, shall be triggered by the Coordinator's notice of claim for indemnification to the Agency/Operator. Agency/Operator's inability to evaluate liability or its evaluation of liability shall not excuse the Agency/Operator's duty to defend and indemnify within seven days after such notice by the Coordinator is given by registered mail. Only an adjudication or judgement after the highest appeal is exhausted specifically finding the Coordinator solely negligent shall excuse performance of this provision by the Agency/Operator. Agency/Operator shall pay all costs and fees related to this obligation and its enforcement by the Coordinator. The Coordinator's failure to notify Agency/Operator of a claim shall not release Agency/Operator of the above duty to defend.
- K. Comply with all standards and performance requirements of the:
1. The Commission for the Transportation Disadvantaged (Attachment II);
 2. The local Coordinating Board approved Transportation Disadvantaged Service Plan and;
 3. Any entities that purchase service.

Failure to meet the requirements or obligations set forth in this Contract, and performance requirements established and monitored by the 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 Coordinator.

- L. Provide Corrective Action. A corrective action notice is a written notice to the Agency/Operator that the Agency/Operator is in breach of certain provisions of this Contract and that correction is required. Any corrective action notice will specify a reasonable time for corrective action to be completed. The Agency/Operator agrees to implement the Corrective Action specified in the notice and provide written documentation to substantiate the implementation of the Corrective Action.
- M. All contracts, subcontracts, coordination contracts will be reviewed annually by the Coordinator and local Coordinating Board for conformance with the requirements of

- C. At a minimum, annually monitor the Agency/Operator for insurance, safety and reporting requirements, pursuant to Chapter 427, F.S., and Rule 41-2, F.A.C. The information contained in the Annual Operating Report must be collected, at a minimum, quarterly from the Agency/Operator.

THE OPERATOR AND COORDINATOR FURTHER AGREE:

- A. Nothing in the Contract shall require the Coordinator 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 provision of the Contract is found by a court of law to violate any applicable state law, the purchasing entity will at once notify the Coordinator in writing in order that appropriate changes and modification may be made by the Coordinator and the Agency/Operator to the end that the Agency/Operator may proceed as soon as possible with the provision of transportation services.
- B. If any part or provision of this Contract is held invalid, the remainder of this Contract shall be binding on the parties hereto.
- C. Termination Conditions:
1. Termination at Will - This Contract 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 due to Lack of Designation - In the event that the Coordinator so designated by the local Coordinating Board and approved by the Commission, loses its designation, this contract is terminated immediately upon notification to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt.
 3. Termination due to Disapproval of Memorandum of Agreement - In the event that the Commission does not accept and approve any contracted transportation rates listed within the Memorandum of Agreement, this Contract is terminated immediately upon notification to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt.
 4. Termination due to Lack of Funds - In the event funds to finance this

this Contract.

- N. Return to the Coordinator any overpayments due to unearned funds or funds disallowed pursuant to the terms of this Contract that were disbursed to the Agency/Operator by the Coordinator. The Agency/Operator shall return any overpayment within thirty (30) calendar days after either discovery by the Agency/Operator, or notification of the Agency/Operator by the Coordinator or entity purchasing transportation, whichever is earlier. In the event that the Coordinator first discovers an overpayment has been made, the Coordinator will notify the Agency/Operator by letter of such a finding. Should repayment not be made in a timely manner, the Coordinator or purchasing entity will charge interest after thirty (30) calendar days after the date of notification or discovery, or the Coordinator will deduct said amount from future invoices.
- O. In performing this Contract, the Agency/Operator shall not discriminate against any employee or applicant for employment because of race, age, disability, creed, color, sex or national origin. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency/Operator shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development of operation of the Contract, except contracts for the standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in subcontracts relating to the performance of this Contract, except subcontracts for standard commercial supplies or raw materials. The Agency/Operator shall post, in conspicuous places available to employees and applicants for employment for Project work, notices setting forth the provisions of the nondiscrimination clause.
- P. By execution of this Contract, the Agency/Operator represents that it has not paid and, also, agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder. Funds disbursed to the Agency/Operator under this Contract shall not be expended for the purpose of lobbying the Legislature, the judicial branch, or a state agency.

THE COORDINATOR SHALL:

- A. Recognize the Agency/Operator as described in Chapter 427, F.S., and Rule 41-2, F.A.C.
- B. Insure that entities with transportation disadvantaged funds will purchase transportation disadvantaged services through the coordinated system.

contract become unavailable, the Coordinator may terminate the contract with no less than twenty-four (24) hours written notice to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt. The Coordinator shall be the final authority as to the availability of funds.

5. Termination for Breach - Unless the Agency/Operator's breach is waived by the Coordinator in writing, the Coordinator may, by written notice to the Agency/Operator, terminate this Contract upon no less than twenty-four (24) hours notice. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by the Coordinator of breach of any provision of this Contract 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 Contract, and shall not act as a waiver or estoppel to enforcement of any provision of this Contract. The provisions herein do not limit the Coordinator's right to remedies at law or to damages.

6. Upon receipt of a notice of termination of this Contract for any reason, the Agency/Operator shall cease service and prepare all final reports and documents required by the terms of this Contract. A final invoice shall be sent to the Coordinator within thirty (30) days after the termination of this Contract.

- D. Renegotiations or Modifications of this Contract shall only be valid when they have been reduced to writing, duly approved by the Coordinator, and signed by both parties hereto.
- E. Agency/Operator shall assign no portion of this Contract without the prior written consent of the Coordinator.
- F. This Contract is the entire agreement between the parties.
- G. Attachments I and II are an integral part of the Contract and are hereby incorporated by reference into this Contract. All subsequent attachments are of an optional nature.
- H. Notice and Contact:

The name and address of the contract manager for the Coordinator for this Contract is:

Larry Sessions, Administrator
Suwannee Valley Transit Authority
1907 Voyles Street, SW Live Oak, FL 32064
(386) 362-5332

The representative/position of the Agency/Operator responsible for administration of the program under this contract is:

Deborah B. Freeman, Executive Director
Columbia County Senior Services, Inc.
P. O. Box 1772 Lake City, FL 32056-1772

In the event that different representatives are designated by either party after execution of this Contract, 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 Contract.

This contract and its attachments contain all the terms and conditions agreed upon by the parties hereto.

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

AGENCY/OPERATOR:

COMMUNITY TRANSPORTATION
COORDINATOR

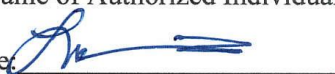
Columbia County Senior Services, Inc.
(Agency/Operator Name)

Suwannee Valley Transit Authority
(Coordinator Name)

~~Deborah B. Freeman~~ DAVID HUCKABEE
Typed Name of Authorized Individual

Larry Sessions
Typed Name of Authorized Individual

Signature: 

Signature: 

Title: Executive Director

Title: Administrator

Effective: 1/01/20 to 12/31/21

STATE OF FLORIDA
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
STANDARD COORDINATION/OPERATOR CONTRACT

THIS CONTRACT is entered into between the COMMUNITY TRANSPORTATION COORDINATOR, Suwannee Valley Transit Authority designated pursuant to Chapter 427, F.S., to serve the transportation disadvantaged for the community that includes the entire area of Columbia, Hamilton, Suwannee county(ies), and hereinafter referred to as the "Coordinator" and The ARC North Florida, Inc., hereinafter referred to as the "Agency/Operator". The terms and conditions of this Contract are effective 1/01/2020 and will continue through 12/31/2021.

WHEREAS, the Coordinator is required, under Rule 41-2, F.A.C., Contractual Arrangements, to provide and/or enter into where cost effective and efficient; to enter into subcontract(s) or to broker transportation services to transportation operators; and

WHEREAS, transportation disadvantaged funds includes any local government, state or federal funds that are for the transportation of transportation disadvantaged; and

WHEREAS, the Coordinator desires to contract with the Agency/Operator for the provision of transportation services for the transportation disadvantaged; and

WHEREAS, the Coordinator believes it to be in the public interest to provide such transportation services through the Agency/Operator for the residents of the service area who are clients of the Agency/Operator; and

WHEREAS, the Agency/Operator will provide the Coordinator the opportunity to develop a proposal for any new transportation services needed; and

WHEREAS, the Agency/Operator, in an effort to coordinate available resources, will make available transportation services to the Coordinator.

WHEREAS, this Contract allows for the provisions of transportation services be provided by the Agency/Operator, in accordance with Chapter 427, F.S., Rule 41-2, F.A.C., and the most current Community Transportation Coordinator policies.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

THE AGENCY/OPERATOR SHALL:

- A. Provide services and vehicles according to the conditions specified in Attachment I.
- B. Coordinate available resources and make available transportation services to the Coordinator. Such services shall be provided in accordance with Attachment I.
- C. Submit to the Coordinator Annual Operating Report data 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 for the Transportation Disadvantaged, hereinafter Commission, and according to the instructions for the forms.
- D. 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. Agencies/Operators 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. Maintaining and filing with the Coordinator such progress, fiscal, inventory and other reports as the Coordinator may require during the period of this contract.
 - 3. By reserving to the Coordinator, the right to conduct finance and compliance audits at any time. Such audits conducted by the Coordinator will be at the expense of the Coordinator.
- E. 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 the five (5) years, the records shall be retained until resolution of the audit findings. The Agency/Operator shall assure that these records shall be subject to inspection, review, or audit at all reasonable times by persons duly authorized by the Coordinator or Commission or this Agreement. The Commission

and the Coordinator shall have full access to and the right to examine any of the records and documents during the retention period.

F. Comply with Safety Requirements by:

1. Complying with Section 341.061, F.S., and Rule 14-90, F.A.C., concerning System Safety or complying with Chapter 234.051, F.S., regarding school bus safety requirements for those services provided through a school board;
2. Assuring compliance with local, state, and federal laws, and Commission policies relating to drug testing, and;
3. Complying with Coordinator's System Safety Program Plan (SSPP) for designated service area.

G. 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 Contract. Upon the execution of this Contract, the Agency/Operator shall add the Coordinator 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 Coordinator. The Agency/Operator shall furnish the Coordinator written verification of the existence of such insurance coverage prior to the execution of this Contract. School board vehicle insurance coverage shall be in accordance with Section 234.03, F.S. and 234.211, F.S. Insurance coverage in excess of \$1 million per occurrence must be approved by the Coordinator and/or the local Coordinating Board before inclusion in this contract or in the justification of rates and fare structures, s. 41-2.006(1), FAC..

H. 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, including but not limited to 45 CFR, Part 205.50, except upon order of a court of competent jurisdiction, written consent of the recipient, or his/her responsible parent or guardian when authorized by law.

I. Protect Civil Rights by:

1. Complying with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, as amended. The Agency/Operator 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 required by the Coordinator. Agency/Operator shall also assure compliance with:

- a. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d et seq., which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefiting from federal financial assistance.
 - b. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of disability in programs and activities receiving or benefiting from federal financial assistance.
 - c. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
 - d. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving or benefiting from federal financial assistance.
 - e. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.
 - f. All regulations, guidelines, and standards lawfully adopted under the above statutes.
 - g. The Americans with Disabilities Act of 1990, as it may be amended from time to time.
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 Agency/Operator, its successors, subcontractors, transferees, and assignees for the period during which such assistance is provided. Assuring that operators, subcontractors, subgrantees, 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 Agency/Operator agrees that the Coordinator 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.

- J. Agency/Operator's obligation to indemnify, defend, and pay for the defense or at the Coordinator's option, to participate and associate with the Coordinator in the defense and trial of any claim and any related settlement negotiations, shall be triggered by the Coordinator's notice of claim for indemnification to the Agency/Operator. Agency/Operator's inability to evaluate liability or its evaluation of liability shall not excuse the Agency/Operator's duty to defend and indemnify within seven days after such notice by the Coordinator is given by registered mail. Only an adjudication or judgment after the highest appeal is exhausted specifically finding the Coordinator solely negligent shall excuse performance of this provision by the Agency/Operator. Agency/Operator shall pay all costs and fees related to this obligation and its enforcement by the Coordinator. The Coordinator's failure to notify Agency/Operator of a claim shall not release Agency/Operator of the above duty to defend.
- K. Comply with all standards and performance requirements of the:
1. The Commission for the Transportation Disadvantaged (Attachment II);
 2. The local Coordinating Board approved Transportation Disadvantaged Service Plan and;
 3. Any entities that purchase service.
- Failure to meet the requirements or obligations set forth in this Contract, and performance requirements established and monitored by the 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 Coordinator.
- L. Provide Corrective Action. A corrective action notice is a written notice to the Agency/Operator that the Agency/Operator is in breach of certain provisions of this Contract and that correction is required. Any corrective action notice will specify a reasonable time for corrective action to be completed. The Agency/Operator agrees to implement the Corrective Action specified in the notice and provide written documentation to substantiate the implementation of the Corrective Action.
- M. All contracts, subcontracts, coordination contracts will be reviewed annually by the Coordinator and local Coordinating Board for conformance with the requirements of this Contract.

- N. Return to the Coordinator any overpayments due to unearned funds or funds disallowed pursuant to the terms of this Contract that were disbursed to the Agency/Operator by the Coordinator. The Agency/Operator shall return any overpayment within thirty (30) calendar days after either discovery by the Agency/Operator, or notification of the Agency/Operator by the Coordinator or entity purchasing transportation, whichever is earlier. In the event that the Coordinator first discovers an overpayment has been made, the Coordinator will notify the Agency/Operator by letter of such a finding. Should repayment not be made in a timely manner, the Coordinator or purchasing entity will charge interest after thirty (30) calendar days after the date of notification or discovery, or the Coordinator will deduct said amount from future invoices.
- O. In performing this Contract, the Agency/Operator shall not discriminate against any employee or applicant for employment because of race, age, disability, creed, color, sex or national origin. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency/Operator shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development of operation of the Contract, except contracts for the standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in subcontracts relating to the performance of this Contract, except subcontracts for standard commercial supplies or raw materials. The Agency/Operator shall post, in conspicuous places available to employees and applicants for employment for Project work, notices setting forth the provisions of the nondiscrimination clause.
- P. By execution of this Contract, the Agency/Operator represents that it has not paid and, also, agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder. Funds disbursed to the Agency/Operator under this Contract shall not be expended for the purpose of lobbying the Legislature, the judicial branch, or a state agency.

THE COORDINATOR SHALL:

- A. Recognize the Agency/Operator as described in Chapter 427, F.S., and Rule 41-2, F.A.C.
- B. Insure that entities with transportation disadvantaged funds will purchase transportation disadvantaged services through the coordinated system.

- C. At a minimum, annually monitor the Agency/Operator for insurance, safety and reporting requirements, pursuant to Chapter 427, F.S., and Rule 41-2, F.A.C. The information contained in the Annual Operating Report must be collected, at a minimum, quarterly from the Agency/Operator.

THE OPERATOR AND COORDINATOR FURTHER AGREE:

- A. Nothing in the Contract shall require the Coordinator 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 provision of the Contract is found by a court of law to violate any applicable state law, the purchasing entity will at once notify the Coordinator in writing in order that appropriate changes and modification may be made by the Coordinator and the Agency/Operator to the end that the Agency/Operator may proceed as soon as possible with the provision of transportation services.
- B. If any part or provision of this Contract is held invalid, the remainder of this Contract shall be binding on the parties hereto.
- C. Termination Conditions:
1. Termination at Will - This Contract 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 due to Lack of Designation - In the event that the Coordinator so designated by the local Coordinating Board and approved by the Commission, loses its designation, this contract is terminated immediately upon notification to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt.
 3. Termination due to Disapproval of Memorandum of Agreement - In the event that the Commission does not accept and approve any contracted transportation rates listed within the Memorandum of Agreement, this Contract is terminated immediately upon notification to the Agency/Operator. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt.
 4. Termination due to Lack of Funds - In the event funds to finance this contract become unavailable, the Coordinator may terminate the contract with no less than twenty-four (24) hours written notice to the Agency/Operator. Notice

shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt. The Coordinator shall be the final authority as to the availability of funds.

5. Termination for Breach - Unless the Agency/Operator's breach is waived by the Coordinator in writing, the Coordinator may, by written notice to the Agency/Operator, terminate this Contract upon no less than twenty-four (24) hours notice. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by the Coordinator of breach of any provision of this Contract 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 Contract, and shall not act as a waiver or estoppel to enforcement of any provision of this Contract. The provisions herein do not limit the Coordinator's right to remedies at law or to damages.
 6. Upon receipt of a notice of termination of this Contract for any reason, the Agency/Operator shall cease service and prepare all final reports and documents required by the terms of this Contract. A final invoice shall be sent to the Coordinator within thirty (30) days after the termination of this Contract.
- D. Renegotiations or Modifications of this Contract shall only be valid when they have been reduced to writing, duly approved by the Coordinator, and signed by both parties hereto.
- E. Agency/Operator shall assign no portion of this Contract without the prior written consent of the Coordinator.
- F. This Contract is the entire agreement between the parties.
- G. Attachments I and II are an integral part of the Contract and are hereby incorporated by reference into this Contract. All subsequent attachments are of an optional nature.
- H. Notice and Contact:

The name and address of the contract manager for the Coordinator for this Contract is:

Larry Sessions, Administrator
1907 Voyles St. S.W.
Live Oak, Florida 32064

The representative/position of the Agency/Operator responsible for administration of the program under this contract is: Beverly Standridge
511 Gold Kist Blvd, SW
Live Oak, Florida 32064

In the event that different representatives are designated by either party after execution of this Contract, 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 Contract.

This contract and its attachments contain all the terms and conditions agreed upon by the parties hereto.

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

AGENCY/OPERATOR:

COMMUNITY TRANSPORTATION
COORDINATOR

The ARC North Florida, Inc.

Suwannee Valley Transit Authority

(Agency/Operator Name)
Beverly Standridge

(Coordinator Name)
Larry Sessions

Typed Name of Authorized Individual

Typed Name of Authorized Individual

Signature: Beverly Standridge

Signature: [Signature]

Title: Executive Director

Title: Administrator



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

December 6, 2023

TO: Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: 2021/26 Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan Amendment

RECOMMENDATION

Approve an amendment to the 2021/26 Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan.

BACKGROUND

Applicants for funding under the 49 U.S.C. Grant Programs must certify to the Florida Department of Transportation that the grant projects are included in the current Transportation Disadvantaged Service Plan. Attached is a proposed amendment to the 2021/26 Columbia, Hamilton and Suwannee Transportation Disadvantaged Service Plan which includes Columbia County Senior Services, Inc. Fiscal Year 2024/25 49 U.S.C. 5310 Grant project.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

T:\Lynn\TD2023\CHS\Memos\tdspamendfdotappl120623.doc

THIS PAGE LEFT BLANK INTENTIONALLY

3. Barriers to Coordination

Medicaid non-emergency transportation services are no longer coordinated through Florida's Coordinated Transportation System in Columbia, Hamilton and Suwannee Counties. In May 2014, the Florida Agency for Health Care Administration implemented Florida's Managed Medical Care Program. The Managed Medical Care Program requires Managed Medical Assistance Plans to provide transportation to their enrollees who have no other means of transportation available.

The Managed Medical Assistance Plans provide transportation services directly through their own network of transportation providers. According Chapter 2 of the Florida Agency for Health Care Administration Transportation Coverage, Limitations and Reimbursement Handbook, July 1997, "Medicaid is required by Chapter 427, Florida Statutes to purchase transportation services through the designated Community Transportation Coordinator, unless those services are not cost effective or the Community Transportation Coordinator does not coordinate Medicaid transportation services."

Other barriers to the coordination of transportation services in Columbia, Hamilton and Suwannee Counties include the following:

- low density, rural population limits the ability to multi-load vehicles;
- out-of-county trips are required due to the limited availability of medical services/facilities;
and
- various requirements for agency client transportation services.

4. Needs Assessment

United States Code Section 5310 Capital Grant Program

APPLICANT	PROJECT	PROJECT YEAR	AREAS AFFECTED BY PROJECT	PROJECT COST	PROJECT FUNDING SOURCE
Suwannee Valley Transit Authority	Purchase two expansion vehicles.	2023/24	Columbia County Hamilton County Suwannee County	\$235,200.00	Federal Transit Administration
				\$ 29,400.00	Florida Department of Transportation
				\$ 29,400.00	Suwannee Valley Transit Authority
Columbia County Senior Services, Inc.	Purchase one replacement vehicle.	2024/25	Columbia County	\$125,000.00	Federal Transit Administration

THIS PAGE LEFT BLANK INTENTIONALLY



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

December 6, 2023

TO: Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board

FROM: Lynn Franson, AICP, Senior Planner

SUBJECT: Suwannee Valley Transit Authority Operations Reports

RECOMMENDATION

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

BACKGROUND

Attached are Suwannee Valley Transit Authority's operations reports for July 2023 – September 2023. If you have any questions regarding the attached reports, please contact me.

Attachments

T:\Lynn\TD2023\CHS\Memos\statdec.docx

THIS PAGE LEFT BLANK INTENTIONALLY

JULY-SEPTEMBER 2023 TDTF TRIPS

JULY				AUGUST			SEPTEMBER		
	Col	Ham	Suw	Col	Ham	Suw	Col	Ham	Suw
CTD	387	243	294	411	337	368	380	220	335

COMMENDATIONS JULY-SEPTEMBER 2023

EMPLOYEE NAME/#	NONE REPORTED
COMMENDATION #	
DATE	
TIME	
RIDER NAME	
COMMENDATION MADE BY	
CONTACT #	
RIDER'S COUNTY OF RESIDENCE	
COMMENDATION TAKEN BY	
COMMENDATION	
EMPLOYEE NAME/#	
COMMENDATION #	
DATE	
TIME	
RIDER NAME	
COMMENDATION MADE BY	
CONTACT #	
RIDER'S COUNTY OF RESIDENCE	
COMMENDATION TAKEN BY	
COMMENDATION	
EMPLOYEE NAME/#	
COMMENDATION #	
DATE	
TIME	
RIDER NAME	
COMMENDATION MADE BY	
CONTACT #	
RIDER'S COUNTY OF RESIDENCE	
COMMENDATION TAKEN BY	
COMMENDATION	

COMPLAINTS JULY-SEPT 2023	
COMPLAINT #	20230719
DATE	7/19/2023
TIME	1:55pm
COMPLAINANT'S NAME	
COMPLAINANT'S POC	
COMPLAINANT'S ISSUE	Driver made improper lane change
COUNTY OF RESIDENCE	Unknown
SVTA'S ACTION TAKEN	Reviewed video, call complainant
RESOLUTION	No action taken, driver not seen on video cutting any one off.
COMPLAINT #	
DATE	
TIME	
COMPLAINANT'S NAME	
COMPLAINANT'S POC	
COMPLAINANT'S ISSUE	
COUNTY OF RESIDENCE	
SVTA'S ACTION TAKEN	
RESOLUTION	
COMPLAINT #	
DATE	
TIME	
COMPLAINANT'S NAME	
COMPLAINANT'S POC	
COMPLAINANT'S ISSUE	
COUNTY OF RESIDENCE	
SVTA'S ACTION TAKEN	
RESOLUTION	

July 2023			
DATE	PICK UP	DESTINATION	DENIAL REASON

August 2023			
DATE	PICK UP	DESTINATION	DENIAL REASON

September 2023			
DATE	PICK UP	DESTINATION	DENIAL REASON

ATTENDANCE RECORD

COLUMBIA, HAMILTON AND SUWANNEE TRANSPORTATION DISADVANTAGED COORDINATING BOARD

MEMBER/ORGANIZATION	NAME	11/16/22	2/15/23	6/7/23	11/15/23
Columbia County Elected Official	Commissioner Everett Phillips		P	A	A
Hamilton County Elected Official	Commissioner Robert Brown, Chair	P	A	A	A
Suwannee County Elected Official	Commissioner Travis Land, Vice-Chair	P	P	P	P
Florida Department of Transportation Alternate Member	Geanelly Reveron Lauren Adams	P A	A P	A P	A P
Florida Department of Children and Families Alternate Member	Quana Perry Stephanie Harden	P	P	P	A P
Florida Agency for Health Care Administration Alternate Member	Pamela Hagley Reeda Harris	P A	P A	P A	P A
Florida Department of Education Alternate Member	Vacant Monique Gustafson				
Florida Department of Elder Affairs Alternate Member	Bruce Evans Dwight Law	A A	A A	A A	A A
Florida Agency for Persons with Disabilities Alternate Member	Sheryl Stanford Sylvia Bamburg	P A	P A	P A	P A
Public Education Alternate Member	Daniel Taylor Vacant	P	P	P	P
Citizen Advocate Alternate Member	Vacant Louie Goodin				
Citizen Advocate - User Alternate Member	Vacant Vacant				
Elderly Alternate Member	John Koch Vacant	P	P	P	P
Veterans Alternate Member	Jonathan C. Law, Jr. J. Lee Abersold	A P	P A	A A	A A
Persons with Disabilities Alternate Member	Vacant Vacant				
Florida Association of Community Action Alternate Member	Matthew Pearson Vacant	P	A	P	P
Children at Risk Alternate Member	Vacant Vacant				
Private Transit Alternate Member	Vacant Vacant				
Regional Workforce Board Alternate Member	Diane Head Elizabeth Wetherington	A P	A A	A A	A A
Medical Community Alternate Member	Sandra Buck-Camp Vacant	P	P	P	P

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

ATTENDANCE POLICY: 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.

THIS PAGE LEFT BLANK INTENTIONALLY