

**TRANSPORTATION DISADVANTAGED COORDINATING BOARD  
 REGULAR MEETING AND ANNUAL ORGANIZATIONAL MEETING FOR THE PURPOSE OF  
 ELECTING A CHAIRPERSON MEETING MINUTES  
 SEPTEMBER 24, 2015, 10:30AM – 11:45AM  
 Citrus County Transit Center Conference Room  
 1300 S Lecanto Hwy, Lecanto, FL 34461**

---

**A. CALL TO ORDER**

The meeting was called to order at 10:00AM by Vice Chairman Dominic Christofaro.

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**Board Members Present:**

Dominic Christofaro	Elder Citizens Representative, Vice Chairman
Robert Telese	Citizen Advocate System User 2 <sup>nd</sup> Vice Chairman
George Froehlich	Military Veteran
Stephen Brown	Disabled Citizen
Ginger West	Citrus County Resource Center
Brenda Chrisman	CareerSource Citrus Levey Marion
Kelly Kell	CC Department of Community Services, Court Alternatives Supervisor
Nancy Blythe	Citrus County Schools

**Board Member(s) Absent:**

Commissioner Joe Meek	Chairman
Shannon Heathcock	Dash Transport
Donna Moran	Local Medical Community Representative
Melinda Jordan	Vocational Rehabilitation Services, Department of Education

**D. OPEN TO THE PUBLIC**

No one addressed the public.

**E. ELECT A VICE CHAIRPERSON**

***Motion by Stephen Brown, seconded by Brenda Chrisman, to nominate Robert Telese as Vice Chairman of the Citrus County Transportation Disadvantaged Coordinating Board.***

Mr. Telese accepted the nomination. Vice Chairman, Dominic Christofaro, asked if there were any more nominations, there were none.

***Motion carries unanimously to appoint Mr. Robert Telese as Vice Chairman of the Citrus County Transportation Disadvantaged Coordinating Board.***

Board Secretary, Becky Ear, informed the Board of membership terms expiring January 31, 2016, stating these vacancies will be announced at the November 3, 2015 BOCC meeting. The following Board members are included: Nancy Blythe, Ginger West, Robert Telese, Dominic Christofaro and Shannon Heathcock.

Mr. David Douglas from the public asked if he could be informed of the process. Ms. Ear and Mr. Frye responded absolutely. Ms. Ear will email the process in detail this afternoon.

**F. REGULAR BUSINESS**

F1 Approval of the Minutes of June10, 2015 Regular TD Meeting

***Motion by Robert Telese, seconded by Kelly Kell to approve the minutes of the June 10, 2015 Regular TD Meeting.  
Motion carries unanimously.***

F2 Approval of the Minutes of June19, 2015 Emergency TD Meeting

***Motion by Brenda Chrisman, seconded by Nancy Blythe to approve the minutes of the June 19, 2015 Emergency Meeting.  
Motion carries unanimously.***

F3 Review and rescind the appointment of Shannon Heathcock

Mr. Frye said the Board shall review, and consider rescinding, the appointment of any member of the local coordinating Board who fails to attend three (3) meetings in one (1) year. The Vice Chairman asked what his attendance is. Ms. Ear said today would be the fifth meeting he has not attended. Mr. Heathcock has not attended a meeting since August 2014.

***Motion by Brenda Chrisman, seconded by Ginger West to remove Shannon Heathcock from the TD Board.  
Motion carries unanimously.***

F4 Citrus County Transit Manuals

***Motion by Nancy Blythe, seconded by Kelley Kell to approve the Citrus County Transit Manuals.  
Motion carries unanimously.***

F5 TD Board Membership Updates / BOCC approvals

Informational purposes.

F6 Quarterly Statistics / Quarterly Progress Report

Mr. Frye read over the statistics stating there over 8,100 per month. There has been some mention made about the costs of our trips; how much did passengers pay. As we look at cost for a door to door para transit trip, the actual cost of providing that trip is in excess of \$30 per trip. The passenger may pay \$5 or \$3 each way. People who are Transportation Disadvantaged eligible get a free Orange Line card/pass and ride our deviated fixed route free. We record that number. When we record that number of that free pass, Transportation Disadvantaged pays us \$35 a monthly pass for that fee. In June we had 205 people, in July we had 225 and in August we had 233. So, as you can see, on a new program the numbers are going up. In August, having a 233 unduplicated head count times \$35 a pass, Transportation Disadvantaged will pay us over \$8,000 for that month. If you take the \$8,000 times 12, were in the vicinity of \$97,000 a year. We are recouping revenue to operate under these free passes. It isn't something that's been given away for free. Our Deviated Fixed Route in 2013 provided 29,000 trips annually. In 2014, it did \$52,000 annually. This past year, we've surpassed \$70,000, so our Orange Line has doubled in a very short time. It's not going to keep doubling like that, but it does show a progression. For the first time in our history here at Citrus Transit, in our Annual Operating Report, we provided over 100,000 trips. There is an increase and demand with what we've done. Our goal is if we can get up to 59 more passengers per month, and the trend is going that way, we'll be able to pull down all the funds allocated to Citrus County through Transportation Disadvantaged. That would be an extra \$25,000 that we aren't getting right now. Mr. Frye asked for questions. There were none but Ms. Ginger West said thank you for all you've done, it has made such a difference in our families, we can't thank you enough. The whole Board applauded. Mr. Frye said we have a good team and I'm proud of them.

F7 TD Eligibility Income Level

Mr. Frye said the local coordinating board has the power to set this level. Right now, we have set it at \$1,200 per month. We have a lot of people that are just outside of that and a lot of times we approve them. It would be much easier if we as a Board re-established the level. Ms. Ginger West asked what level the majority is falling. Ms. Ear said between \$1,280 - \$1,500. Mr. Frye said he would like to go \$1,400 or something like that. Mr. Christofaro said come back at the November meeting with a suggestion and get some satisfaction.

Mr. Frye said before we had the free passes we had the pre-paid fares. At that time, it was the right thing to do but at this time, I would like to eliminate that because we do have a program in place that will help people directly. I will bring that up at the next meeting. Mr. Telese asked where we are in regards to the Federal Poverty guidelines. Mr. Frye said that is something we will put together for the November meeting. Ms. Ginger West said she will not be at the next meeting, but as one of the agency's that did buy a lot of tickets at the discounted price, I think you are absolutely right to stop doing it. Mr. Stephen Brown asked when the packet are put together we should take inflation as part of that. He also added concern for a waiver/exemption for dialysis patients. Mr. Telese asked what we have worked out with NCEMS. Mr. Frye said, right now, we have nothing going on with NCEMS or Medicaid Managed care. Mr. Frye said we can bring information at the next meeting on how many people are involved in dialysis as far as private pay. Conversation ensued.

#### F8 Route Match Annual Renewal

Mr. Frye stated that we have Route Match software that does a lot of things we can't do manually or as efficiently. This is not cheap or free. At the last BOCC meeting, one of the Commissioners looked at this and said we spend \$60,000 a year on Route Match program. The Route Match concept is the most affordable and you can go up. This is not the top of the line. It's the most cost effective necessary that we can come up with. It tracks our passengers, our routes and massive amounts of information. When you participate in federal programs like we did, as far as capital goes, if you have a \$100,000 item the local match is \$10,000. We are encouraged and subsidized with some of these things.

#### F9 Key Center Updates / Teresa Flick

Ms. Flick said official at the end of this month CCT will be out of the business of med-waiver transport. Ms. Flick said they had inspectors come in and do vehicle inspections for the first time. It has been challenging for us to get into compliance with all of our drivers. Ms. Flick said they have a fleet of about 40 vehicles and 25 are under DOT. Every time they go out on the road the driver has to do a pre-trip inspection. Ms. Flick continued explaining what changes they've had to make since they've been informed of what they need to do to be in compliance.

#### F10 5307 FTA Update

Ms. Janet Huntsman said we received our first 5307 grant and it will be good until June 30<sup>th</sup>. We will be applying in January for some capitol through the FTA. We will be applying probably in May for the next 5307 update. We have five grants to deal with this year.

#### F11 Daystar Life Center Email

Beverly Isabelle, Daystar, addressed the Board, referring to an email she sent, regarding passengers who need to get to the Social Security Office in Ocala. She said 20% of their clients need to get something to do with their Social Security card and they need help with transportation to Ocala because there isn't a local Social Security Office. Ms. Brenda Chrisman said a process would need to be put into place as far as what would be required of those individuals before transport was arranged so they wouldn't be missing anything before they got to the Social Security Office without having to go back time and time again. Conversation ensued. Mr. Frye said a lot of the information that we have received today needs to go to the next level. Our County Commission needs to be made aware of and address this issue. Mr. Frye said there is only one program that we go out of county for and that's to the Gainesville VA.

### **D. OTHER BUSINESS BY BOARD MEMBERS**

There was none.

### **E. UPCOMING MEETING**

Board Secretary, Becky Ear stated the dates and times of the next meeting.

1. Regular Meeting: November 19, 2015, at 10:30a.m., Citrus Transit Center conference Room S Lecanto Hwy, Lecanto, FL. 34461

### **F. ADJOURNMENT**

***Motion by Brenda Chrisman, seconded by Robert Telese, to adjourn the meeting.  
Motion carries unanimously.***

NOTE: If any person decides to appeal any decision made by the Transportation Disadvantaged Coordinating Board with respect to any matter considered at this public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, 110 N. Apopka Ave, Inverness, FL 34450 (352) 341-6560, at least two days before the meeting. If you are hearing or speech impaired, use the TDD telephone (352) 341-6580.