

**DATE:** Wednesday, May 13, 2020

**TIME:** 10:00 a.m.

**LOCATION:** Telephone/Video Conference



**MEETING ACCESS INFORMATION:**  
**Instructions are attached**

Commissioner Carol Whitmore, Chair, Manatee County

### MEETING MINUTES

Chair Carol Whitmore called the meeting to order at 10:00 a.m. Chair Whitmore explained the meeting was being recorded and will be available with other materials on the MPO's website at [www.mympo.org](http://www.mympo.org).

Ms. Corinne Tucker, Staff, confirmed a quorum was present by calling the roll.

#### Members

Michelle Abercrombie, Children at Risk  
Michelle Bradham-Cousar, FL Dept. of Education Voc. Rehab.  
Kim Gonzalez, CareerSource Suncoast  
Brett Gottschalk, Agency for Persons with Disabilities  
Dale Hanson, FDOT  
Emily Hughart, Agency for Health Care Admin.  
Kristina Melling, Dept. of Elders Affairs (AAA)  
Joan Marice Sardo, Citizen Advocate User  
Joe Stoddard, Economically Disadvantaged  
Jeff Tarbell, Transportation Provider  
Lee Washington, Veterans Affairs

#### Staff

Nanette Eubanks  
Rachel McClain  
Corinne Tucker

#### Transit

Tammy Grinnell, MCAT  
Jim Van Pelt, MCAT  
Jonathan Roberson, MCAT  
Bill Steele, MCAT  
Benita Zarr, MCAT

#### Others

Erica Q. Randall, alternate for Michelle Bradham-Cousar, FL Dept. of Education Voc. Rehab.

#### Public Comment

No one from the public wished to speak. There were three ways for the public to provide input to the LCB Board meeting. No comments were received prior to the meeting. Any comments received after the meeting will be shared with the Board and included as part of the public record (None were received).

#### Action Items

- a. Approval of the January 22, 2020 Meeting Minutes  
Mr. Lee Washington entertained a motion to approve the meeting minutes. Ms. Michelle Abercrombie second the motion. Motion Carried Unanimously.
- b. Approval of Transportation Disadvantaged Service Plan (TDSP) Annual Update  
Mr. Jonathan Roberson, MCAT, provided a presentation regarding major accomplishments, updates, and revisions to the TDSP Annual Update.

Chair Carol Whitmore noted Manatee County has suspended fares for transit services and asked if MCAT is waiting for the Governor to release the State of Emergency before returning to charging fares. Mr. Jonathan Roberson, MCAT, answered yes, for the overall fare system.

Mr. Bill Steele, MCAT, expressed concern with riders having been hurt financially and stated when a fare is reinstated it may be a while before MCAT goes back to the full fare structure, a phased approach over time.

Chair Carol Whitmore expressed appreciation over the steps MCAT is taking regarding the fare structure and doing what is right for the citizens.

Mr. Brett Gottschalk entertained a motion to approve the TDSP Annual Update. Ms. Joan Marice Sardo second the motion. Motion Carried Unanimously.

c. Approval of the 2020-21 Rate Model Worksheet

Ms. Benita Zarr, MCAT, provided an overview of the Rate Model Worksheet. Ms. Joan Marice Sardo entertained a motion to approve the 2020-21 Rate Model Worksheet. Mr. Joe Stoddard second the motion. Motion Carried Unanimously.

d. Approval of the Annual CTC Evaluation

Ms. Corinne Tucker, Staff, provided an overview of the evaluation process, the LCB Evaluation Committee's findings and recommendations, and survey results. Any additional surveys that are received via U.S. Mail will be added to the packet before it is sent to the Commission for Transportation Disadvantaged (CTD). Mr. Jeff Tarbell entertained a motion to approve the Annual CTC Evaluation. Ms. Michelle Abercrombie second the motion. Motion Carried Unanimously.

### **Reports and Presentations**

a. Community Transportation Coordinator's (CTC) Report

Ms. Benita Zarr, MCAT, provided an update on the quarterly activities for MCAT from January 2020 to March 2020.

Mr. Jim Van Pelt, MCAT, provided an overview of the Travel Training program:

- Due to COVID-19 travel training has decreased.
- Continues to work towards the goal of 2% in moving riders from paratransit door-to-door service to fixed route.
- The application process is very detailed; staff reviews applications submitted along with doctor's notes to determine eligibility for fixed route service.
- Also, Mr. Van Pelt assists with the process by speaking with applicants on the telephone or going to their residences to determine if they are physically capable of riding fixed route service; a lot are not able.

Ms. Joan Marice Sardo commented Mr. Jim Van Pelt always does a good job. Chair Carol Whitmore agreed and noted a recommendation included in the CTC Evaluation that was just approved was a request for another position to help Mr. Van Pelt.

b. FDOT Report

Ms. Dale Hanson, FDOT, stated of the FTA Section 5310, 5311, and 5339 applications that were due December 20, 2019, 48 applications were received. Recommendation letters are currently being generated to be sent to all Agencies.

c. MPO Staff Report

Ms. Corinne Tucker, MPO, stated due to COVID-19, the Long Range Transportation Plan (LRTP) Cost Feasible Workshops will be held virtually by jurisdiction beginning in June. Members are encouraged to participate.

Ms. Rachel McClain, MPO, announced she will be taking a different role within the MPO and will no longer be the Secretary of the LCB; Nanette Eubanks, MPO, will take over that role. The Members congratulated and thanked Ms. McClain for her service.

### **Once Around the Table**

- Chair Carol Whitmore suggested a letter be drafted, on behalf of the LCB Board, recognizing and thanking transit for continuing to work and provide service during this very difficult time for our less fortunate, elderly, and disabled. It was the consensus of the Board for staff to draft a letter for Chair Whitmore's signature.

Chair Carol Whitmore announced Manatee County will be distributing free face masks to citizens who want them. Mr. Jonathan Roberson, MACT, stated transit will also be handing out gloves, masks, and sanitizers this Friday (May 15, 2008) at MCAT's facility. He stated this was made possible due to Commissioner Misty Servia's efforts.

Chair Whitmore noted that to date, Manatee County has tested 9,069 people, with 802 positive cases which is 9% and is below the state guidelines. Manatee County Health Department just received 1,000 new test kits which Turning Points will utilize in testing the population experiencing homelessness.

- Mr. Brett Gottschalk expressed appreciation to transit and Manatee County in allowing individuals to still be able to attend doctor's appointments and jobs.
- Ms. Emily Hughart wished all well and to stay safe. She noted that for anyone who has issues with transportation on their Medicaid plan, to call the Help Line at 1-877-245-1055; phones are manned until 5:00 p.m. daily.
- Mr. Joe Staddard stated Meals on Wheels is staying very busy delivering meals on Tuesdays and Fridays, receiving donations through the food banks, and has recently added a lot of new clients to home delivery meals. Meals are being delivered to everyone who has requested them.
- On behalf of Ms. Kim Gonzalez, Ms. Corinne Tucker, MPO, announced Career Source is working remotely, is open for business, and to direct "Ticket to Work" referrals to [kgonzalez@careesourcesc.com](mailto:kgonzalez@careesourcesc.com).
- Ms. Kristina Melling echoed Mr. Joe Stoddard's comments. She stated her agency is focused on meeting the nutritional needs of Seniors and continues to provide essential services. Meals on Wheels Plus has received significant Stimulus funding and will be able to continue delivering meals.
- Mr. Lee Washington stated the Veterans Affairs is working remotely and electronically. He noted the offices will be relocating at the end of May: 305 15<sup>th</sup> Street West, Bradenton, Florida 34205 and will have a new telephone number 941-745-3796 (email addresses will remain the same).

#### **Adjournment**

Having no further business, Chair Carol Whitmore adjourned the Manatee LCB meeting at 10:00 a.m.