



Sarasota/Manatee Metropolitan Planning Organization

Manatee Local Coordinating Board Meeting

DATE: Wednesday, January 27, 2021

TIME: 10:00 a.m.

LOCATION: Sarasota/Manatee MPO
8100 15th Street East
Sarasota, Florida 34243



Wireless Access Available

Network Name: MPO_Guests
Password: internet

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.

Ms. Corinne Tucker, Staff, noted a quorum was present.

Members

Dale Hanson, FDOT
Emily Hughart, Agency for Health Care Admin.
Mike Lacey, Agency for Persons with Disabilities
Rene Medina, Veterans Affairs
Elida Mujic, Dept. of Children & Families
Joan Marice Sardo, Citizen Advocate User
Gary Sawyer, Manatee Co. Schools Public Ed.
Joe Stoddard, Economically Disadvantaged
Jeff Tarbell, Easter Seals

Staff

Alvimarie Corales
Sloan Downs
Nanette Eubanks
Corinne Tucker

Community Transportation Coordinator (CTC)

Benita Zarr, MCAT
Jim Van Pelt, MCAT
Jonathan Roberson, MCAT

Others

Steve Holms, UZURV
Chris DeAnnuntis, TBARTA
Shannon Wagar, Dept. of Children and Families

Public Comment

No one from the public wished to speak. There were three ways for the public to provide input to the LCB members. 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 Manatee LCB By Laws

Ms. Corinne Tucker, MPO, explained that the proposed changes to the Bylaws were reviewed and approved by the MPO's legal counsel. Summary of changes include:

- Changed quorum from 50% plus 1 to five (5) LCB Members.
- Removed items 8.a.1. and 8.a.2. the LCB does not form sub-committees for this; full membership reviews and develops recommendations for the Memorandum of Agreement (MOA) and the Transportation Disadvantaged Service Plan (TDSP).

- Consolidated and removed unnecessary language throughout the Bylaws.
- Updated 8.i. to reflect the purpose of the meeting/workshop.
- Updated the amendments in 9.a. to reflect a more feasible time frame, i.e., from 30 days to 7 days to be more consistent.

Mr. Jeff Tarbell entertained a motion to approve the Manatee LCB Bylaws with the noted changes. Ms. Marice Sardo second the motion. Motion carried unanimously.

b. Approval of the Annual Operating Report

Ms. Corinne Tucker, MPO, explained the purpose of the Annual Operating Report (AOR) is for the Community Transportation Coordinator (MCAT) to report on trips to the Commission for the Transportation Disadvantaged (CTD) per their agreement.

Benita Zarr, MCAT, provided an overview of the Annual Operating Report (AOR):

- The AOR consist of MCAT's ridership along with their coordinator contractors.
- MCAT has five (5) coordinated contractors under their umbrella of service: Easter Seals, Sunrise Community Center, Westside Group Homes, Centerstone, and Meals on Wheels.
- The report is a combined number of the type of service, i.e., fixed routes, ADA service, or Paratransit.
- The AOR provides three (3) years of ridership.

Mr. Joe Stoddard entertained a motion to approve the AOR. Ms. Elida Mujic second the motion. Motion carried unanimously.

c. Approval of the LCB Grievance Procedures

Ms. Corinne Tucker, MPO, explained the only change to the Grievance Procedures was to add the current date.

Mr. Jeff Tarbell entertained a motion to approve the Manatee Grievance Procedures as presented. Ms. Rene Medina second the motion. Motion carried unanimously.

d. Approval of the May 13, 2020 Meeting Minutes

Mr. Mike Lacey entertained a motion to approve the meeting minutes. Mr. Joe Stoddard second the motion. Motion Carried Unanimously.

e. Election of 2021 Vice Chair

Chair Carol Whitmore opened the floor for nominations for 2021 Vice Chair. Mr. Joe Stoddard was nominated by Mr. Jeff Tarbell to serve as Vice Chair. Mr. Joe Stoddard accepted the nomination. Mr. Jeff Tarbell entertained a motion accept the nomination. Ms. Elida Mujic second the nomination. Hearing no further nominations, the floor was closed. Motion carried unanimously.

f. Nomination/Approval of the Executive, Evaluation, and Grievance Committee

Ms. Corinne Tucker, MPO, explained the Executive, Evaluation, and Grievance Committee is comprised of the Manatee LCB Chair, Vice Chair and three (3) volunteers. The Committee typically meets once or twice a year.

Ms. Elida Mujic, Mr. Jeff Tarbell, and Mr. Lee Washington volunteered to sit on the Committee. Ms. Marice Sardo entertained a motion to approve the committee members. Mr. Joe Stoddard second the motion. Motion carried unanimously.

g. Recommend Manatee County to Continue as the Community Transportation Coordinator (CTC)

Ms. Corinne Tucker, MPO, explained MCAT brought a resolution before the Manatee County Board of County Commissioners (BCC). The BCC has expressed interest in continuing as the Community Transportation Coordinator (CTC). If approved by the Manatee LCB, a letter signed by Chair Carol Whitmore recommending for Manatee County to continue to as the Community Transportation Coordinator will go before the MPO Board. Once approved the MPO's recommendation (as a planning agency) will be forwarded to the Commission for Transportation Disadvantaged (CTD). If the CTD approves, Manatee County will be redesignated as the CTC.

Ms. Elida Mujic entertain a motion for the Chair to sign a letter recommending stating Manatee County to continue as the CTC. Ms. Rene Medina second the motion. Motion carried unanimously.

Reports and Presentations

a. TD Tampa Bay Program Presentation

Mr. Steve Holmes, UZURV, provided an overview of the TD Tampa Bay Program:

- In partnership with the Tampa Bay Area Transit Authority (TBARTA) the Commission for Transportation Disadvantaged (CTD) awarded UZURV an Innovation and Service Development Grant.
- The grant's purpose is to provide cross county trips, evening trips, and weekend trips for the Transportation Disadvantaged in Hernando, Pasco, Pinellas, Hillsborough, and Manatee counties.
- This is a supplemental service to address a gap in the service primarily going cross county.
- The goal is to increase access to departure from job training, employment health care, and other life sustaining services.
- Literature regarding the program will be provided to MPO staff to be distributed to the Manatee LCB members.

b. Community Transportation Coordinator's (CTC) Report

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

a. FDOT Report

Ms. Dale Hanson, FDOT, reported on the following:

- Public Transportation Grant Agreements will be sent to Agencies between now and March.
- 35 applications have been received for the FTA Section 5310, 5311, and 5339 grants. An update will be provided once committee meetings and recommendations have been made.
- FPTA/FDOT/CUTR Professional Development Workshop & Transit Safety Operations Summit will be held June 7th through 9th, 2021.
- The 3rd annual Mobility week has concluded but the virtual room is still open.
- Visit <https://www.fdot.gov/projects/mobilityweek/mobilityweek2020.shtm> to access the Mobility Week Virtual Room.

b. MPO Staff Report

Ms. Corinne Tucker, MPO, announced the MPO currently kicked off its newest US 41 Transit Choices Study. LCB Members should have received an email containing a survey regarding how we can decrease the overall congestion on US 41 by prioritizing transit.

Once Around the Table

No one provided comments.

Adjournment

Having no further business, Chair Carol Whitmore adjourned the Manatee LCB meeting at 11:05 a.m.