



## Baker County Transportation Disadvantaged Local Coordinating Board Quarterly Meeting

Thursday, February 26, 2004

Northeast Florida  
Regional Council  
Brian D. Teeple, Executive Director

Baker County Commission  
Hon. Julie Combs, Chair

State of Florida Transportation  
Disadvantaged Commission  
Peter Gianino, Chairman

### MINUTES

The quarterly meeting of the Baker County Transportation Disadvantaged Local Coordinating Board was held on Thursday, February 26, 2004, at 10 a.m. at the Baker County Family Services Center, 418 - 8<sup>th</sup> Street South, Macclenny, Florida. Commissioner Combs called the meeting to order at 10 a.m. with the following present:

Commissioner Julie Combs, Chairman  
Talena Hicks  
Naomi Jones (for Dan Gibbs)  
DeWeece Ogden  
Marc Wichman, Vice-chair

Others Present: Angela Bass, Rick Clark, Lena Griffin, Jason Griffis, Dan Masterson, Nancy Szanto, Ann Yarborough and Others

Staff Present: Stephen Jones and Jeanie Palmer, NEFRC

Chairman Combs asked everyone present to introduce himself/herself.

#### Announcements

There were no announcements.

#### Additions, Deletions, Changes to the Agenda

There were no additions, deletions, or changes to the agenda. **Mr. Wichman moved to accept the agenda; seconded by Ms. Jones; motion unanimously carried.**

#### \*Approval of Minutes

**Mr. Wichman moved approval of the minutes of the quarterly LCB meeting of November 20, 2003; seconded by Ms. Jones; motion unanimously carried.**

#### Northeast Florida Regional Council Update

##### Update on Recent and Upcoming CTD Actions

- CTD Executive Director Termination/Interim Replacement – Mr. Jones reported that the TD Commission met on December 19 in Orlando and terminated John Stanley as its executive director. Lisa Bacot was placed as interim executive director. Ms. Bacot has worked with Joanne Hutchinson for several years and is very knowledgeable about how the legislative process works. Mr. Jones said the Commission is very comfortable having her in that position for now, and it is unknown if the Commission will offer her the position permanently or if it will look for someone else.

Mr. Jones made the Board aware that last Friday the Commission had a conference call meeting whereas they mentioned that at their next scheduled meeting on March 16 they want to put on the agenda an interim review of Ms. Bacot's position. They were happy with the job she was doing so far.

- 2004 TD Day at the Capitol – Mr. Jones said that TD Day will be March 17 in Tallahassee, and the Commission has a partner in sponsoring the luncheon this year. If anyone intends to go, there is a form in the packet that needs to be filled out and sent in so there can be a head-count of attendees by March 5. Mr. Jones noted that although he has never attended TD Day before, he is planning on attending this year.

- FY 2004-05 TDTF Allocations – Mr. Jones stated that these are funds that come from the Transportation Disadvantaged Trust Fund at the State level. Baker County's allocation for the upcoming 2004-05 fiscal year is \$134,015. All the TD grant allocations for the coordinators were down this year due to the lowering of the interest income into the TD Trust Fund.
- 2004 CTD Award Nominations - Mr. Jones made the Board aware that the TD Commission is again asking for nominations for numerous awards which will be given out at its annual conference. The cutoff date for receipt of the award nominations is April 1.

Federal/State Legislative Issues

- TEA-21 Authorization Update – Mr. Jones said the interim extension of the omnibus bill expires at the end of this month and there will be an extension of it again, but it is unknown how long that extension will be. There is a problem regarding how to fund this bill. He explained that the omnibus package is what funds the Section 5310, Section 5311, and Section 5311F monies that Baker County gets from the FDOT. Those funds are federal dollars that come down through the State. Mr. Jones will keep the Board informed as to the progress of this funding package.

Community Transportation Coordinator (CTC) System Update

Quarterly Non-Sponsored Trip Report – Mr. Masterson reported that a new computer program was integrated into their system at the beginning of October last year, and the information for this quarterly report is coming from that new program. He reported that the total amount of trips this quarter is about average. He said they had the same or more Medicaid trips, but funding has gone down in that area because they are attempting to put more people on the vans in anticipation of the Medicaid funding cut. Ms. Griffin said they are generating some revenue with the Baldwin route. This quarter, two accidents were reported, both from a driver who was terminated in November for leaving the scene of an accident. The damage for both accidents was less than \$200. There were no road calls this quarter.

Mr. Masterson said they have recently been granted, from the City, an area to perform maintenance on the vehicles. The money that they've saved as a result of their own mechanics doing the work is astronomical. He said that unfortunately during the last 12 months, much of the information regarding vehicle maintenance has been lost due to changing providers - six different mechanic shops in the past 12 months – and it was difficult to verify that an annual inspection had been done on each of the vehicles. Discussion ensued regarding the lost paper trail, and how to be more cost efficient. Mr. Masterson said they are currently up to date with annual inspections. He explained how he is now looking at fleet manageability. Mr. Wichman commented on how pleased he was to see the CTC taking a pro-active approach to fleet management.

B-Line Express/Choice Ride Program Updates – Mr. Masterson said they finally entered into the agreement with JTA on Choice Ride. The Baldwin route is running and going well, and he anticipates a \$5,500 per month return to the CTC on this performance. They are also looking at a second route with JTA. A shopping trip from Baker County to the Orange Park Mall would cost \$2 one way. Discussion ensued regarding a route to the Olustee area.

Charter Service/Rates for Nursing Home Transportation - Mr. Masterson reviewed an issue regarding costly trips for nursing homes. Mr. Griffis, the Baker County Manager, said the County commissioners have been notified about this issue and are very concerned. He said if they have to, they will hold the money out of the council budget and compensate the nursing homes to help pay for recreational trips. A lengthy discussion ensued.

Mr. Wichman suggested having a meeting to discuss finding a solution that everyone could live with regarding the costly trips for the nursing homes. Included should be a member from the County Commission, representatives from the nursing homes, the CTC, and a member from this Board. Mr. Masterson agreed coordinate the meeting.

Mr. Masterson brought up another issue that happened recently regarding transporting Basic Life Support (BLS) clients. He said they turned down an individual who came out with an oxygen bottle attached because the BCCOA staff is not BLS certified. That has always been the rule and the nursing homes should have been aware of this. Mr. Masterson wants to discuss this, along with other issues, with the nursing home personnel, but has not been able to connect with them yet. Mr. Jones said the policies in the riders brochure may need to be reevaluated and updated. Mr. Masterson said he is going to pursue obtaining a vehicle that is certified to carry BLS clients, and also ensure the drivers are BLS certified.

Old Business

Statewide Medicaid Crisis/RFP – Mr. Jones said there is currently a crisis within the Medicaid system statewide. Medicaid usually contracts with individual coordinators in the counties, but in order to save some transportation dollars, it has put out a 41-month statewide RFP for Medicaid non-emergency services. Mr. Jones has a copy if anyone is interested. Three entities responded to this RFP -- the Commission, and two private for-profit companies,

MV Transportation and Logisticare. Medicaid will announce an intent-to-bid on Monday. If the contract goes to either MV Transportation or Logisticare, they will then sub-contract with entities around the state to provide those Medicaid non-emergency services. The problem is that one overall management entity will then be responsible for setting the re-imbursement rate. There is a large possibility that the rates for Medicaid non-emergency transportation will decrease in Baker County creating a crisis in the amount of service provided. There have been numerous issues with the RFP – many of which have to do with bonding. The Baker County TD program will be greatly affected because about 21% of its total revenue comes from Medicaid. If there is a severe curtailing of Medicaid funds, the cost of providing that Medicaid transportation will fall on the County.

Mr. Jones said Putnam County, with 34.7% revenue from Medicaid, is in a similar position as Baker County. He included in the packet an assessment of the effects of the Medicaid RFP by Boyd Thompson of Ride Solution in Putnam County.

#### New Business

\*2002-03 Annual CTC Evaluation - Mr. Jones distributed the annual 2002-03 CTC evaluation. The major aspects of the coordinated transportation to be evaluated are (1) competition, (2) cost-effectiveness and efficiency, and (3) availability. He asked the Board and Coordinator for help in filling out some of the categories. Mr. Jones noted that on page 8, item 10, vehicle maintenance is now done in-house, not private hire, and that change would be made on the evaluation.

Discussion ensued on the rising cost of Casualty and Liability Insurance. Mr. Jones said one of the advantages of a coordinator being a governmental entity is that they are then covered by sovereign immunity. In Flagler County, because of the Council on Aging's current financial difficulties, the entire agency is being merged into county government. He added that a lot of this had to do with insurance and a lack of revenue from other agencies.

Mr. Wichman said when JTA took over as CTC of Duval County's program, the sovereign immunity issue did drop the rates for the transit fleets which gave them much additional funding. Mr. Jones said that insurance companies are looking at transit fleets as huge liabilities because of the type of clients being transported.

Mr. Jones summarized the revenue spreadsheets for the Board. He commended the CTC because with the addition of the B-line, monies from the FDOT, the JTA via Choice Ride, and the generous support from the County, the total has made Medicaid revenues as a total percentage of revenue, shrink significantly. He noted that Baker County's revenue stream is very balanced. Mr. Wichman recommended the CTC continue to closely monitor alternatives that do not compromise safety of the passengers and employees.

**Mr. Wichman moved to approve the annual evaluation with additions that have been discussed in today's meeting; seconded by Ms. Hicks; motion passed unanimously.**

Review of 2004-05 FDOT Section 5310 Grant Application – Mr. Jones included in the packet the CTC's 5310 grant application for the Board's review.

#### Member and Department Reports

Update on FDOT 5310/5311 Grant Applications Reviews – There was no representation from the FDOT at the meeting. Mr. Masterson said that at a meeting on Tuesday evening, Ms. Pra gave a breakdown of various types of grants, deadlines/timeframes, and grant requirements. Also discussed was the status of the Council on Aging building process. Mr. Masterson is in the process of drawing a plan for a Council on Aging building that will house Transportation and a maintenance facility. This will be discussed in-house, taken to the COA Board on March 2, then to the County Commission in April or May, with the grant application going to FDOT by June 1.

Dept. of Children and Families Update - Mr. Wichman said the Department of Children and Families is collapsing three districts into a single zone (reaching across the northern portion of the state) resulting in about 400 jobs lost in administration. He added that they all have to apply for their own jobs, and have no guarantee that they will get them. He is unsure if he will be able to continue with the TD Board. DCF is scheduled to implement the zoned offices by May 1.

#### Next Meeting

The next meeting is scheduled for **Thursday, May 20, 2004, at 10 a.m.** at the Baker County Family Service Center, 418 - 8<sup>th</sup> Street South, in Macclenny, Florida.

#### Adjournment

There being no other business, the meeting was adjourned at 11:40 a.m.

