



Clay County Transportation Disadvantaged Local Coordinating Board Quarterly Meeting

Monday, February 23, 2004

Northeast Florida
Regional Council
Brian D. Teeple, Executive Director

Clay County Commission
Hon. Patrick D. McGovern, Chair

State of Florida Transportation
Disadvantaged Commission
Peter Gianino, Chairman

MINUTES

The quarterly meeting of the Clay County Transportation Disadvantaged Local Coordinating Board was held Monday, February 23, 2004, at 2 p.m., at the Clay County Council on Aging, 604 Walnut Street, Green Cove Springs. Chairman McGovern called the meeting to order at 2:05 p.m. with the following members present representing a quorum:

Commissioner Patrick McGovern	Cynthia Kessler
Flora Donnell	Marc Wichman
Talena Hicks	Fred Van Leeuwen
Lenora Legree	

Others Present: Sheryl Hartzog and Renee Knight of CCCOA; and Others

Staff Present: Stephen Jones, NEFRC

Chairman McGovern asked each person present to introduce him/herself.

Announcements

Comm. McGovern announced that the County Commission, in conjunction with the City of Green Cove Springs, has been negotiating to buy the adjacent property to this site encompassing three buildings and approximately 1.3 acres. He said the property was appraised at \$130,000, but they wouldn't settle for anything less than \$150,000, so the City of Green Cove Springs made up the difference of \$20,000. That will be before the Board tomorrow for approval to set a date for closing. The plan is to expand both the Council on Aging and the storage facility for vehicles.

Additions, Deletions, Changes to the Agenda

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

*Approval of Minutes

Mr. Wichman moved approval of the minutes of the quarterly LCB meetings of November 24, 2003; seconded by Ms. Kessler; 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.

Discussion ensued regarding John Stanley's performance.

- 2004 TD Day at the Capitol – Mr. Jones said TD Day at the Capitol is March 17, 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 would be going 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. Clay County's allocation for the upcoming 2004-05 fiscal year is \$231,013. 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 monies that Clay 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 – Ms. Hartzog explained the three different forms. She said their monies overlap from 2003-04 so the first sheet shows the \$238,199 they received initially in 2003 -- and if they would have spread that money into December, it would show that they are overspent at 108%. She said she wanted to show what they really did for that grant year and to show that they really would have needed that extra money. On the second page, Dec. 2002-Oct. 2003, they received the new monies of \$499,814 which will go through Oct. 2004. Ms. Hartzog stated that they need to come up with a different spreadsheet to carry that money forward. The third sheet shows the actual monies that were spent from Dec. to the Oct. 2003 cutoff. She said they were able to continue rolling that money over into November and December. She added that it was good that they had the additional money because they have been able to provide an additional 7,000 trips with the new monies. Discussion ensued.

FTA Audit – Ms. Knight said they went through their first Federal Transit Administration (FTA) audit on February 3. She distributed their audit review, and explained that at the collection site, there were 100+ questions that were specific to collections procedures to make sure all the rules were followed. Ms. Knight said they received an "outstanding" rating and Ms. Pra told them that they were the best in the state. She explained the process to the Board. Ms. Knight said the FTA people called her in after they interviewed Ms. Hartzog and praised the job she does.

Ms. Knight and Ms. Hartzog went to the Clay County Legislative Day at the Capitol in Tallahassee for two days. Ms. Knight said Matt Justice made special appointment arrangements for them, and made sure they had the opportunity to talk about Clay Transportation, including the Medicaid issue. Ms. Hartzog addressed the legislators, the lieutenant governor, 5-7 representatives, and one senator.

Discussion ensued regarding the Medicaid crisis. Also, discussion ensued about the TD program not having a good reputation in Tallahassee.

Old Business

Statewide Medicaid Crisis/RFP – Ms. Hartzog said Medicaid put out a statewide RFP for Medicaid non-emergency services, and there have been numerous issues with the RFP. If there is a severe curtailing of Medicaid funds, the cost of providing that Medicaid transportation will fall on the County. Ms. Hartzog and Ms. Knight were surprised to find out on Clay Day that the legislators were aware of the RFP bidding situation and they were very interested. Ms. Knight said one of the most interesting things she heard was that when the RFP bids are opened, they don't have to be awarded. It's possible the bids will be opened, and then just not awarded.

New Business

*2002-03 Annual CTC Evaluation - Mr. Jones distributed the annual 2002-03 CTC evaluation. He said this is the only county in the region that technically has two evaluations – (1) evaluation of the numbers with the coordination

contract, and (2) evaluation of the AOR findings without the coordination contract. This is pursuant to a request by this Board that was made in 1998. He asked Ms. Knight and Ms. Hartzog for help in filling out some of the categories. Discussion ensued on the rising cost of Casualty and Liability Insurance.

After reviewing the materials, there were no recommendations from the Board for 2002-2003.

Mr. Jones summarized the revenue spreadsheets for the Board. He said that Clay County has one of the most balanced revenue streams in the region. Discussion ensued.

Ms. Kessler moved to approve the annual evaluation with changes discussed in today's meeting; seconded by Mr. Wichman; motion passed unanimously.

Review of 2004-05 FDOT Section 5310/5311 Grant Applications – Mr. Jones included in the packet the CTC's grant applications 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. Ms. Knight said that they were given an increase of about \$5,000 on 5311 funds. They did not have to submit the whole application this time, just the supplemental one.

Public Comments

Mr. Jones reminded everyone that Florida Association of Coordinated Transportation Systems (FACTS) is having its paratransit *roadeo* on April 16-17 in Orlando.

Next Meeting

The next meeting is scheduled for **Monday, May 24, 2004, at 2 p.m.** at the Clay County Council on Aging Office, 604 Walnut Street, Green Cove Springs.

Adjournment

Commissioner McGovern thanked everyone for coming. There being no further business to conduct, the meeting adjourned at 3:15 p.m.