Palm Beach County Transportation Disadvantaged Local Coordinating Board **Member Training**

August 25, 2021

PALM BEACH Transportation Planning Agency

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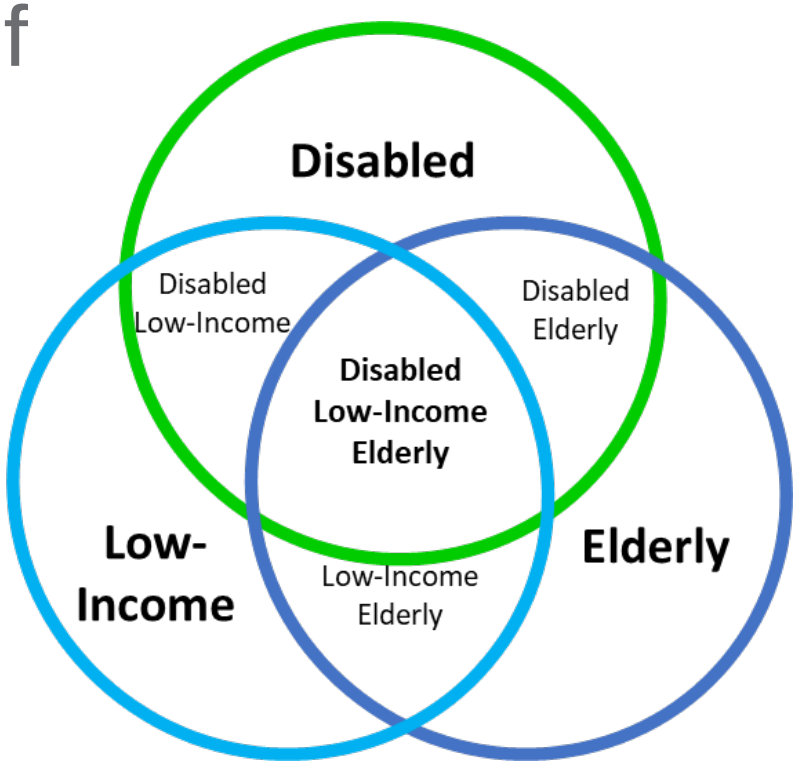
Transportation Disadvantaged (TD) Program

Transportation Disadvantaged (TD)

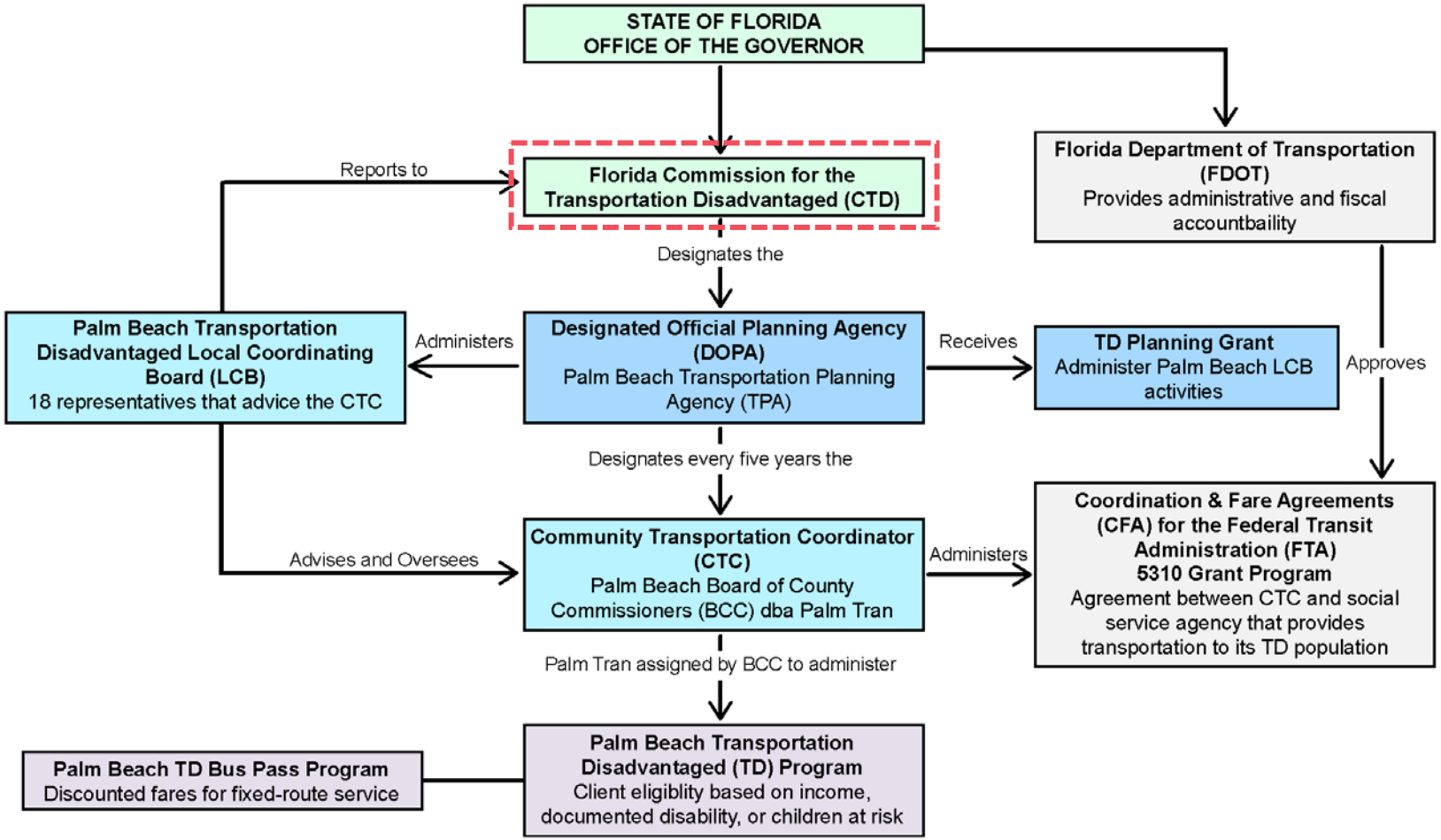
Describes those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation.



Commission for the Transportation Disadvantaged (CTD)

Independent state agency created to accomplish the coordination of transportation services provided to the transportation disadvantaged population.

Transportation Disadvantaged Program

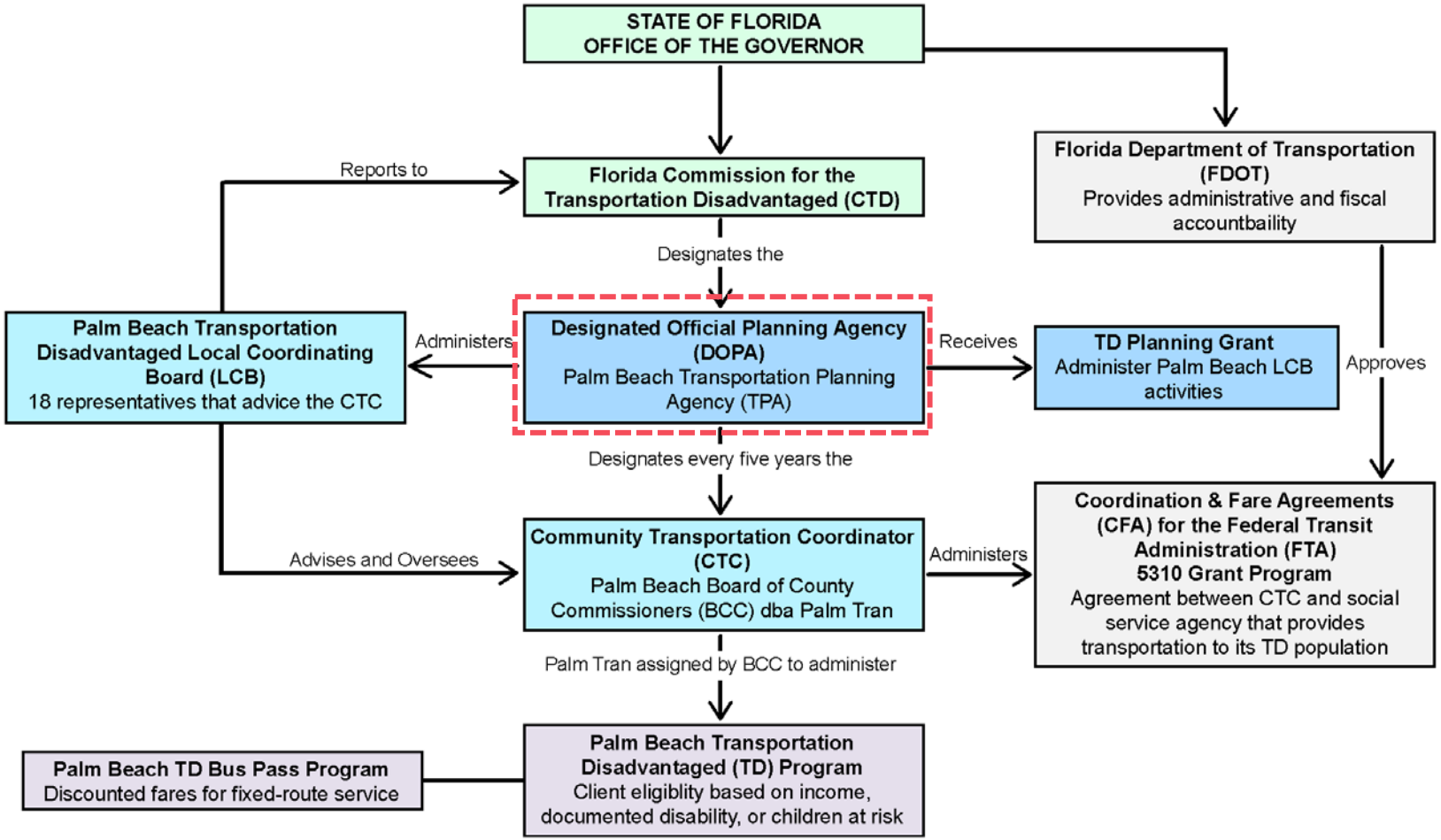


Designated Official Planning Agency (DOPA)

The official body or agency designated by the CTD to fulfill the functions of transportation disadvantaged planning.

In Palm Beach County, the DOPA is the Palm Beach TPA.

Transportation Disadvantaged Program

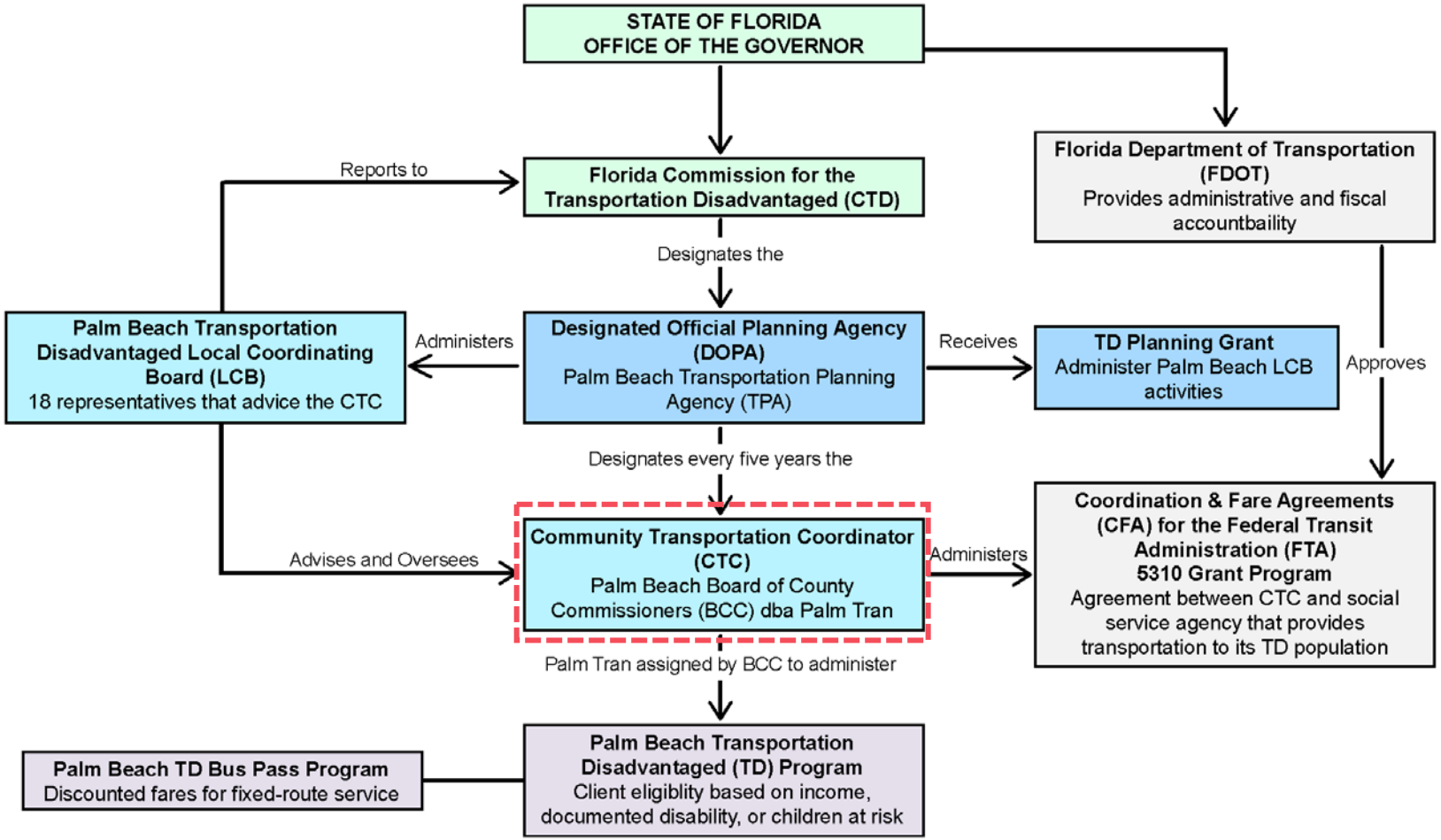


Community Transportation Coordinator (CTC)

Transportation entity that ensures coordinated transportation services are provided to serve the transportation disadvantaged population.

In Palm Beach County, the CTC is Palm Tran.

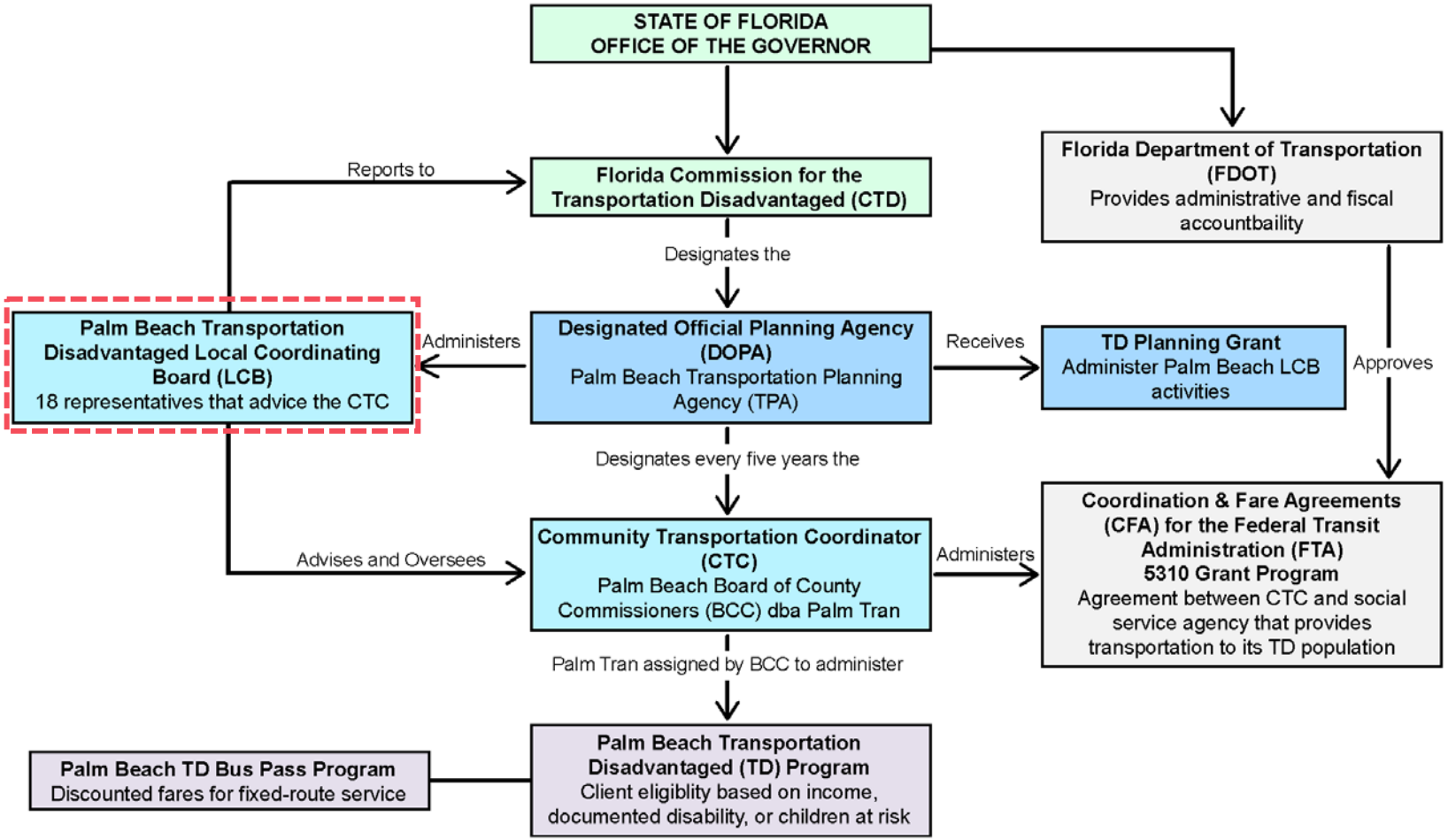
Transportation Disadvantaged Program



Local Coordinating Board (LCB)

The LCB is an advisory board, established by Florida Statutes to advise the CTD and CTC about local concerns and issues.

Transportation Disadvantaged Program



Transportation Disadvantaged Program

	Commission for Transportation Disadvantaged	Designated Official Planning Agency (Palm Beach TPA)	Community Transportation Coordinator (Palm Tran)	Local Coordinating Board
Acronym	CTD	DOPA	CTC	LCB
Purpose	Coordinates TD services in FL	Assists CTD with planning at local level	Coordinates & provides TD services in Palm Beach County	Identifies local service needs & advise CTC

Local Coordinating Board (LCB) Overview

LCB Overview

The Local Coordinating Board (LCB) is…

"an **advisory entity** in each designated service area composed of representatives appointed by the metropolitan planning organization or designated official planning agency, to **provide assistance to the community transportation coordinator** relative to the coordination of transportation services." (F.S. 427.011)

LCB Membership

- Chair
- Representative for the Disabled
- Representative for the Elderly
- Citizen Advocate
- Citizen Advocate/User
- Florida Dept. of Veterans' Affairs
- PBC Community Action
- Public Education (PBC School District)
- Florida Dept. of Transportation
- Dept. of Children and Family Services
- Agency for Persons with Disabilities
- Florida Agency for Health Care Administration
- Area Agency on Aging
- Workforce Development Board
- Local Medical Community
- Florida Dept. of Vocational Rehabilitation
- Private Transportation Industry
- Representative for Children at Risk - Vacancy

LCB Duties

Overview of LCB Duties

- Attend quarterly meetings
- Review and adopt by-laws
- Review and adopt Grievance Procedures
- Appoint a Grievance Subcommittee
- Review and approve Annual Expenditure Report (AER)
- Review and approve Annual Operating Report (AOR)
- Review and approve TD Service Plan (TDSP)
- CTC Evaluation
- Appoint a Vice Chair

Transportation Disadvantaged Service Plan (TDSP)

- Outlines TD services and service partners in Palm Beach County
- Annual minor update
- Major update every 5 years – this year is a major update

CTC Evaluation

- LCB conducts annual evaluation of CTC's performance
- Criteria dictated by the CTD
  - Evaluates Operations and Performance
  - Surveys riders/beneficiaries, purchasers of services, and contractors

LCB Administration

LCB Attendance

Automatic recission of membership for lack of attendance

- **Lack of Attendance** = 3 consecutive unexcused absences
- **Excused Absence** = Member must notify TPA of absence at least 1 business day prior to meeting

LCB Voting

"No member of a board or commission who is present at any meeting of the board or commission at which an official decision, ruling, or other official act is taken or adopted may abstain from voting."

Timeline of LCB Duties

Thank you!

PALM BEACH
Transportation
Planning Agency