PALM BEACH COUNTY TRANSPORTATION DISADVANTAGED (TD) LOCAL COORDINATING BOARD (LCB) AGENDA

DATE: Wednesday, May 29, 2019
TIME: 2:00 P.M.
PLACE: Vista Center 1st Floor Hearing Chambers
2300 North Jog Road
West Palm Beach, FL 33411

Palm Tran Bus Service is available to Vista Center via Routes 43 or 44

1. REGULAR ITEMS
   A. Pledge of Allegiance
   B. Roll Call
   C. MOTION TO ADOPT Agenda for May 29, 2019
   D. MOTION TO APPROVE Minutes for February 13, 2019
   E. Comments from the Chair
   F. LCB Liaison Report
   G. New Member Introductions
   H. General Public Comments
      Any members from the public wishing to speak at this meeting must complete a Comment Card that is available at the welcome table. General Public comments will be heard prior to the consideration of the first action item. Public comments on specific items on the agenda will be heard following the presentation of the item to the committee. Please limit comments to three minutes.

2. ACTION ITEMS
   A. MOTION TO ELECT VICE CHAIR
      According to the LCB By-Laws, “The LCB shall hold an organizational meeting each year for the purpose of electing a Vice-Chairperson. The Vice chair shall be elected by a majority vote of a quorum of the members of the LCB present and voting at the organizational meeting. The Vice Chair shall serve a term of one year starting with the next meeting. The Vice Chair shall assume the powers and duties of the Chair in his/her absence. The Vice-Chairperson may serve more than one term.”
B. **MOTION TO APPROVE** the Fiscal Year 2020 Trip Rates

Annually, the CTC must submit trip rates for the upcoming fiscal year in order to receive the Trip and Equipment Grant. The Trip Rate worksheet for Fiscal Year 2019-2020 is attached.

### 3. INFORMATION ITEMS

A. **AARP Age-Friendly Communities**

TPA staff will present on AARP Age-Friendly Communities and the components of the program that promote livability for all ages. More information is available at: [www.aarp.org/livable-communities/network-age-friendly-communities/](http://www.aarp.org/livable-communities/network-age-friendly-communities/).

B. **CTC Update**

Palm Tran staff will provide an update on the GoGlades Flex Service, Connection Efficiency Project, and the attached Fixed Route service changes to Route 44.

C. **LCB Member Presentation**

LCB Member Laura Schultze will present on the School District of Palm Beach County's roles and responsibilities related to the transportation disadvantaged.

D. **Partner Agency Updates**

Staff from SFRTA/Tri-Rail, FDOT, and/or Palm Beach County may provide brief updates on items relevant to the TD LCB.

### 4. ADMINISTRATIVE ITEMS

A. **Member Comments**

B. **Next Meeting** - **Wednesday, August 14, 2019**

C. **ADJOURNMENT**

### Purpose of TD LCB:

The purpose of the LCB is to identify local service needs and to provide information, advice, and direction to the Palm Beach County Community Transportation Coordinator (CTC), otherwise known as Palm Tran Connection, on the coordination of service to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System. The LCB is recognized as an advisory body to the Commission for the Transportation Disadvantaged. Palm Tran’s provision of TD service is funded with State dollars. This service is not mandated by Federal Law.

### NOTICE

In accordance with Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purposes, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge), please call 561-684-4143 or send email to MBooth@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.
MINUTES OF THE
PALM BEACH COUNTY TRANSPORTATION DISADVANTAGED (TD)
LOCAL COORDINATING BOARD (LCB)
Wednesday, May 29, 2019 at 2:00 p.m.

Vista Center 1st Floor, Hearing Chambers
2300 North Jog Road
West Palm Beach, Florida 33411

PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at www.PalmBeachTPA.org/LCB

1. REGULAR ITEMS

CHAIR GRANT called the meeting to order at 2:00 p.m.

1.A. Pledge of Allegiance

1.B. Roll Call

The Recording Secretary called the roll. A quorum was present as depicted in Exhibit A of these Minutes.

1.C. ADOPTED: Agenda for May 29, 2019

MOTION to Approve the Agenda. Motion by Ms. Angela Morlok, seconded by Ms. Laura Schultze, and carried unanimously 10-0.

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1.D. APPROVED: Minutes for February 13, 2019

MOTION to Approve the Minutes. Motion by Ms. Tessie Watts, seconded by Ms. Laura Schultze, and carried unanimously 10-0.

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1.E. Comments from the Chair

There were no comments received from the Chair.

1.F. LCB Liaison Report

MS. ALYSSA FRANK, TPA Transportation Planner, reviewed the following from the Liaison’s Report:

- The Florida Department of Transportation (FDOT) was seeking survey responses to identify challenges older adults face when using public transportation and recommend solutions to improve transit services. Survey link: https://bit.ly/2WWk6NP (Password: survey)

- Federal regulations require the TPA to annually adopt safety targets for each of five safety performance measures. In February 2019, the TPA Governing Board adopted targets of zero traffic-related fatalities and serious injuries and directed staff to create a Vision Zero Action Plan to progress toward these targets. In April 2019, the TPA adopted its Vision Zero Action Plan. For more information and to view the Action Plan visit www.PalmBeachTPA.org/Safety.

- The TPA’s 2045 Long Range Transportation Plan (LRTP) update is currently underway and scheduled to be adopted by the TPA Governing Board in September. Components of the LRTP update will be posted online as they become available at: www.PalmBeachTPA.org/LRTP.

Ms. Tekesha Saffold joined the meeting at 2:04 p.m.

- The TPA is seeking representation from the disabled community on its Bicycle Trailways Pedestrian Advisory Committee (BTPAC). For more information, contact Nicholas Hernandez at NHernandez@PalmBeachTPA.org.

- LCB members were encouraged to provide a 5-10 minute presentation on how their agency and everyday work relates to the transportation disadvantaged. Members were directed to contact Ms. Frank at AFrank@PalmBeachTPA.org if interested in presenting at a future LCB meeting.

MS. ANGELA MORLOK inquired if the survey information would be published in the newspaper.

MS. FRANK noted FDOT shared this information with their partner agencies and the TPA has shared this information through its social media and e-newsletter.

MR. ROBERT GOODMAN inquired if the survey was available in paper format as some seniors in Century Village would be willing to participate, but may be visually impaired or do not have access to a computer. He encouraged staff to make a paper format available.

MS. FRANK stated to her knowledge the survey is only available online through the provided website and would share the request for alternative formats with FDOT staff.

MS. TESSIE WATTS inquired if there was a deadline to submit responses by.

MS. FRANK noted the survey would remain open until FDOT received a sufficient amount of responses.

MS. TEKESHA SAFFOLD informed the Board she was present for the record and apologized for her tardiness.
1.G. New Member Introductions

MS. FRANK introduced herself to the new member and noted she is the LCB Liaison.

MS. ROBYN MANUEL introduced herself as a representative for Vocational Rehabilitation, which is an agency that assists those with disabilities to find employment.

Mr. David Rafaidus joined the meeting at 2:08 p.m.

The remaining members present introduced themselves.

1.H. General Public Comments

Dr. Marvin Arnold expressed concerns regarding the Palm Tran bus stop shelters as they can pose a safety concern. He noted Palm Tran shelters need to be made more visible to vehicles entering and exiting driveways and provided an example of the shelter in front of the Walmart located at Belvedere Road and Military Trail. He stated there are other instances like the example he provided that need to be addressed.

CHAIR GRANT directed Palm Tran staff present to contact Dr. Arnold to address his concerns.

2. ACTION ITEMS

2.A. Elected: Vice Chair

CHAIR GRANT stated pursuant to the bylaws, the LCB shall annually elect a Vice Chair by a majority vote of a quorum of LBC members present and voting at the organizational meeting. The Vice Chair shall serve a term of one year starting at the next meeting.

MOTION to Elect Mr. David Rafaidus as the FY 2020 Vice Chair. Motion by Ms. Angela Morlok, seconded by Ms. Laura Schultze, and carried unanimously 12-0.

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2.B. Approved: Fiscal Year 2020 Trip Rates

CHAIR GRANT stated the Community Transportation Coordinator (CTC) must annually submit trip rates for the upcoming fiscal year (FY) in order to receive the Trip and Equipment Grant.

MR. JEREMY BAKER, Palm Tran Grants & Capital Project Analyst, noted the rates were calculated based on instructions from the Commission for Transportation Disadvantaged (CTD). He reviewed the FY 2020 Trip Rates worksheet as provided in the agenda backup.

Mr. Tomas Boiton joined the meeting at 2:18 p.m.

MS. WATTS inquired if there was a cap on the increase as it appears the rates are increasing annually.

MR. BAKER clarified the trip rates were what the CTD reimbursed Palm Tran for and the cost for the individual taking the trip would remain the same at $3.50 per trip. He noted the rate does not have a bearing on the resources the CTD would provide under the Trip and Equipment Grant. He stated the County would continue to provide all of the trips, which cost far more than what is provided by the CTD.
MR. GOODMAN inquired on how Palm Tran pays the extra costs that are not covered under the reimbursement.

MR. BAKER stated this is paid through Ad Valorem dollars appropriated through the Board of County Commissioners (BCC).

**MOTION to Approve FY 2020 Trip Rates.** Motion by Mr. David Rafaidus, seconded by Ms. Angela Morlok, and carried unanimously 13-0.

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3. **INFORMATION ITEMS**

3.A. **DISCUSSED:** AARP Age-Friendly Communities

Ms. Frank provided a presentation on Age-Friendly Communities and noted this designation encourages “Aging in Place” and livable communities for all. She stated there are four (4) states and 368 communities that are part of the Age-Friendly Network, including the State of Florida and 27 communities in Florida. She stated Palm Beach County currently has no municipalities that are designated and is in need of a local representative. She highlighted the 27 Florida communities designated and reviewed the steps needed to become designated. She noted more information can be found by visiting www.AARP.org/Livable and contacting Livable@AARP.org.

Mr. Goodman stated when he moved to Century Village in Boca Raton, he was under the impression it was an age-friendly community and highlighted the areas of concern. He noted there is a majority of communities being built or developed that do not have people with disabilities or older adults in mind as a part of the planning process. He stated the Department of Elder Affairs put together a resource for determining how age friendly a community is and noted he is available to provide assistance to staff on this matter.

Mr. Tomas Boiton stated the transportation climate is changing with smaller electric vehicles and the development of communities needs to change to reflect this. He stated the more that is developed now through infrastructure to prepare for this change, the more this will allow for older adults and low income individuals to live in place in the future.

Mr. David Rafaidus expressed the need for the combination of physical and social infrastructure to improve the County. He inquired on what the other communities have done and if there is a template that can be reviewed to make unique to Palm Beach County. He noted having a resource on what to be aware of in the communities would help those in the County’s disaster relief efforts.

Ms. Watts inquired if this was a grant opportunity for communities.

Ms. Frank clarified that grants are available through this initiative to those communities that are designated. She noted at this time Palm Beach County is not eligible for any as there are no communities designated.
3.B. **DISCUSSED: CTC Update**

MR. CHAD HOCKMAN, Palm Tran Senior Manager of Paratransit, provided an update on the GoGlades initiative that is a pilot service that was launched on December 21, 2018 and is designed to make getting around the Glades region easier. He noted the GoGlades service operates as a “deviated route” system in which the vehicles deviate or “flex” off of a fixed route up to 3/4 of a mile. He stated there are four (4) routes operating in the Glades region 7-days a week with hourly service at each of its 70 bus stops. He reviewed ridership data and noted the service has a target productivity of 4.00 passengers per hour and is underperforming with 1.61 passengers per hour. He highlighted the other service options being reviewed that include a curb-to-curb Dial-A-Ride service and same day on-demand trip scheduling among others. He highlighted the next steps and stated a status report is forthcoming to the BCC.

MR. BOITON stated he thought the Palm Tran Connection (Connection) trip costs were roughly calculated by an average of all the expensive and cheapest trips divided by the number trips. He stated he was under the impression that the most expensive trips were out to the Glades and inquired on how success was being determined. He noted it was understood that the purpose of this program was to help alleviate these cost concerns.

MR. HOCKMAN stated at the time GoGlades was initiated they expected to see a migration from Connection to this new service, however that has not happened and Palm Tran is still running both services as well as Route 47 out to the Glades region. He speculated at the rationale behind the lack of migration and noted that curb-to-curb service is an issue.

A discussion ensued on the fleet size and routes in the Glades area, the Dial-A-Ride service process, and pros/cons of curb-to-curb trips.

MR. BOITON expressed concerns about opening the curb-to-curb service to the general public as the low income individuals in the Glades will use this service frequently because it is a more cost effective option. He noted there may not be enough vehicles to meet the demand and expressed concerns about the increase of trips causing a deficit.

CHAIR GRANT recommended members to attend the Palm Tran Service Board (PTSB) and BCC meeting when this would be an action item to voice their concerns as today it was only informational. He noted ultimately the other Boards have the final decision on the matter. He directed Palm Tran staff to inform the LCB when this item would be presented to the PTSB and BCC.

MR. HOCKMAN stated he would provide an update to the members.

MR. LOU FERRI, Palm Tran Operations Manager, provided an update on the Connection Efficiencies Project (CEP) that is an in-depth Route Performance Maximization (RPM) review of Palm Tran Connection’s service. He noted this initiative would be a refresh and re-examining of Connection service as well as explore opportunities to make improvements. He stated Delta Services Group, Inc. was hired to lead the project with an aggressive timeline and a presentation would be made during the July 23, 2019 BCC Workshop. He highlighted other initiatives to be explored, including a definition of the ADA service area, Connection fare, and alternative services such as Uber or Lyft, among other initiatives.

MR. RAFAIDUS inquired if there was a way to link the CEP to the Age-Friendly Communities for future designation.

MS. FRANK stated this would be something to take under advisement and that currently nothing has progressed with the Age-Friendly Communities initiative. She noted staff wanted to present the information to the LCB to determine if members were interested in getting involved in the process.
MS. WAITS noted this was a huge undertaking and could be cause for concern in the community. She inquired if staff would be taking community input as the project progressed.

MR. HOCKMAN noted these recommendations would be presented to the County Administrative staff for them to provide feedback to Palm Tran staff on how to proceed prior to their presentation to the BCC on July 23. He briefly provided additional information on the other items that will be addressed.

MR. FERRI stated the public input process was a part of the BCC meetings, as all meetings are open to the public. He also noted this item would be presented to the PTSB and its subcommittees.

MS. ANNA BIELAWSKA, Palm Tran Senior Transit Planner, highlighted a new route improvement with Palm Tran’s Route 44 now serving CareerSource, Monday through Friday during CareerSource business hours. She noted service times are published in the Palm Tran Guidebook. She also noted this new route was initiated due to feedback received from Ms. Elsa DeGoias and the rest of the LCB.

3.C. DISCUSSED: LCB Member Presentation

MS. LAURA SCHULTZE stated she is the Program Planner for Secondary Curriculum and Transition for the School District of Palm Beach County’s Department of Exceptional Education. She stated she is the administrator that supports and supervises the programs related to secondary transition for students with an Individualized Education Program (IEP). She provided an overview of 2017 data for exceptional student education (ESE), students with disabilities (SWD) and gifted students. She reviewed the School District’s long-term outcomes as a part of its Strategic Plan, which includes increasing reading on grade level by 3rd grade and ensuring high school readiness, among others.

MS. SCHULTZE reviewed the main areas of focus for her department, which include career planning, independent living, college and post-secondary educational planning, and credit planning and graduation for ages 14-22. She illustrated the support provided for work and community independence skills, travel trainer training, and building student travel independence.

There was no discussion on this item.

3.D. Partner Agency Updates

There were no partner agency updates received.

4. ADMINISTRATIVE ITEMS

4.A. Member Comments

MR. GOODMAN voiced concerns on Route 91 in Boca Raton as it was changed and now limits those in Century Village, especially those with disabilities, from using the service. He stated improvements to safety and accessibility are needed on the route and requested a formal Board action be sent to the PTSB to address this concern.

MR. HOCKMAN noted Palm Tran planning staff would reach out to Mr. Goodman directly to address his concerns.

MS. SENAT asked for clarification on the LCB meeting schedule as there have been several changes.

MS. FRANK stated August 14 is the correct meeting date and the provided timeline for FY 2020 has the other meeting dates listed.
A brief discussion ensued on the meeting location and dates.

MR. BOITON expressed the need to have an eligibility process and include individuals from the disability community in the assessment. He stated the “Route Performance Maximization” title should be reviewed as it can cause confusion to the layman.

CHAIR GRANT inquired if Connection would be included in the Fare Technology Interoperability project.

MR. HOCKMAN stated Connection would not be covered and that it would only apply to Palm Tran’s fixed route service. He noted this was pulled from Connection due to the need to buy more vehicles, but staff is researching funding options to address this in the future.

4.B. Next Meeting - Wednesday, August 14, 2019

4.C. Adjournment

There being no further business the meeting was adjourned at 3:11 p.m.
### EXHIBIT A

#### Palm Beach County Transportation Disadvantaged Local Coordinating Board

#### Attendance Record: 2017-2019

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<td>A</td>
<td>P</td>
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</tr>
<tr>
<td>Laura Schultz School District of Palm Beach County</td>
<td>--</td>
<td>***E</td>
<td>P</td>
<td>P</td>
<td>P</td>
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<td>Milory Senat Agency for Persons with Disabilities</td>
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<td>P</td>
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<td>P</td>
<td>A</td>
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<tr>
<td>Vacant Local Medical Community</td>
<td>P</td>
<td>E</td>
<td>E</td>
<td>A</td>
<td>P</td>
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</tbody>
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- **P** - Representative Present  
- **ALT** - Alternate Present  
- **E** - Excused  
- **A** - Absent  
- **** - Vacant  

**New Appointment**
### EXHIBIT A (cont.)

<table>
<thead>
<tr>
<th>OTHERS PRESENT</th>
<th>REPRESENTING</th>
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<tbody>
<tr>
<td>Marielisa Amador</td>
<td>AHCA - Medicaid</td>
</tr>
<tr>
<td>Malissa Booth</td>
<td>Palm Beach Transportation Planning Agency</td>
</tr>
<tr>
<td>Alyssa Frank</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Margarita Pierce</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Jeremy Baker</td>
<td>Palm Tran</td>
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<tr>
<td>Anna Bielawska</td>
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<td>Carol Richmond</td>
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<td>David Baldwin</td>
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<td>Charlie Boettiger</td>
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<td>Yamilba Colon</td>
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<tr>
<td>Lou Ferri</td>
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<td>Chad Hockman</td>
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