



MEETING NOTICE & AGENDA

Please be advised that there will be a meeting of the River to Sea Transportation Planning Organization (R2CTPO) **TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB)** held on:

DATE: Wednesday, January 10, 2024

TIME: 10:00 a.m.

PLACE: Volusia County Mobility Management Center (Votran)
Conference Room(s)
950 Big Tree Road
South Daytona, FL 32119

**Microsoft Teams has been
established for remote
participation.**

Join the TDLCB Meeting on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

+1 561-484-5911 403765518# United States, West Palm Beach

Phone Conference ID: 403 765 518#

[Find a local number](#) | [Reset PIN](#)

Volusia County Council Member Matt Reinhart, Chairperson

AGENDA

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE**
- II. PUBLIC COMMENT/PARTICIPATION**
(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)
- III. ACTION ITEMS**
 - A. REVIEW AND APPROVAL OF THE OCTOBER 18, 2023 TDLCB MEETING MINUTES**
(Contact: Donna King) (Enclosure, pages 4-9)
 - B. REVIEW AND APPROVAL OF THE OCTOBER 18, 2023 TD PUBLIC HEARING MINUTES**
(Contact: Donna King) (Enclosure, pages 10-11)

III. ACTION ITEMS *(continued)*

C. REVIEW AND APPROVAL OF VOTRAN’S MONTHLY PARATRANSIT REPORTS *(Contact: Stephan Harris) (Enclosure, page 12)*

D. REVIEW AND APPROVAL OF VOTRAN’S FY 2023/24 EVALUATION *(Contact: Stephan Harris) (Enclosure, page 13)*

IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF THE STATEWIDE AND LOCAL TRANSPORTATION DISADVANTAGED PROGRAMS *(Contact: Stephan Harris) (Enclosure, pages 14-26)*

B. PRESENTATION AND DISCUSSION OF FLORIDA SUNSHINE LAW REFRESHER *(Contact: Pamela Blankenship) (Enclosure, pages 27-32)*

V. STAFF COMMENTS *(pages 33-37)*

- 25th Annual TD Legislative Awareness Day (Thursday, January 18, 2024)
- Update on VoRide Mobility on Demand Service

VI. TDLCB MEMBER COMMENTS *(page 33)*

VII. TDLCB CHAIRPERSON COMMENTS *(page 33)*

VIII. INFORMATION ITEMS *(Enclosure, pages 33, 38-53)*

- River to Sea TPO Board Meeting Summaries
- River to Sea TPO Outreach & Activities
- River to Sea TPO Upcoming Events
- River to Sea TPO Planning Grant Quarterly Progress Report
- TDLCB Attendance Record
- TDLCB Interest Form
- TDLCB Membership List
- TDLCB Meeting Summary - October 18, 2023
- 2024 R2CTPO Meeting Schedule

IX. ADJOURNMENT *(page 33)*

****THE NEXT TDLCB MEETING WILL BE ON APRIL 10, 2024****

NOTE: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days before the meeting date.

NOTE: If any person decides to appeal a decision made by this board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

NOTE: The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.R2CTPO.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org.

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE OCTOBER 18, 2023 TDLCB MEETING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each meeting and must be approved by the TDLCB. The October 18, 2023 TDLCB meeting minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE OCTOBER 18, 2023 TDLCB MEETING MINUTES

**Transportation Disadvantaged Local Coordinating Board (TDLCB)
Meeting Minutes
October 18, 2023**

Volusia County Mobility Management Center
950 Big Tree Road, South Daytona, FL 32119

TDLCB Members Physically Present:

Jessi Smith
Beverly Johnson
Jean Cerullo
Judy Craig
Cassandra Jessie
Carlos Colon
Victoria Anderson
Benjamin Juengst
Robert Watson
Matt Reinhart, Chairperson

TDLCB Members Virtually Present:

TDLCB Members Absent:

Sheryl Dick-Stanford
Sylvia Bamburg
Patricia Lipovsky, Vice Chairperson
Christy Gillis (excused)
Todd Banks
Ellen Labadie
Doug Hall (excused)
Steve Jack
Bill Hinkle Jr.
Cynthia Tucker (excused)
Susan Pauley (excused)
Robin King
Kathy Spencer (excused)

Others Physically Present:

Donna King, Recording Secretary
Stephan Harris
Pamela Blankenship
Bobbie King
Ralf Heseler
Jacob Lunceford
John Harden
Michael Strickland
Edie Biro
Savannah-Jane Griffin
Waylan Niece

Others Virtually Present:

Colleen Nicoulin

Representing:

Association of Community Action
Children at Risk
Citizens Advocate
Disabled Citizens
Elderly Citizens – Alternate
Florida Department of Transportation
Healthcare Administration - Alternate
Medical Community - Alternate
Veterans Services Group
Volusia County Council Member District 2

Representing:

Representing:

Agency for Persons with Disabilities
Agency for Persons with Disabilities - Alternate
Citizens Advocate, Systems User
Department of Children and Families
Department of Children and Families – Alternate
Elder Affairs
Elderly Citizens
Private for Profit
Public Education Community
Vocational Rehab Services
Vocational Rehab Services - Alternate
Workforce Development Board
Workforce Development Board - Alternate

Representing:

TPO Staff
TPO Staff
TPO Staff
Volusia County Transit Services Division
Volusia County Transit Services Division
Volusia County Transit Services Division
Citizen
Citizen
Votran (CTC)
NHCWV
NHCWV

Representing:

TPO Staff

I. Call to Order / Roll Call / Determination of Quorum/Pledge of Allegiance

TDLCB Chairperson Matt Reinhart called the meeting of the River to Sea Transportation Planning Organization (TPO) Transportation Disadvantaged Local Coordinating Board (TDLCB) to order at 10:00 a.m. The roll was called, and it was determined that a quorum was physically present. The meeting was held in a hybrid format with nine voting members physically present and no voting members virtually present.

The Pledge of Allegiance was given.

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the July 12, 2023 TDLCB Meeting Minutes

MOTION: *A motion was made by Ms. Jessie to approve the July 12, 2023 TDLCB meeting minutes. The motion was seconded by Ms. Johnson and carried unanimously.*

B. Review and Approval of Votran's Monthly Paratransit Reports

Mr. Heseler gave in-depth details of the monthly Paratransit Reports for May, June, and July 2022-2023, that were provided in the agenda packet. May of 2023 shows a little more than a six percent increase in ridership compared to May of 2022. June and July of 2023 remained about the same as June and July of 2022.

MOTION: *A motion was made by Ms. Johnson to approve Votran's Monthly Paratransit Reports. The motion was seconded by Mr. Colon and carried unanimously.*

C. Nomination and Election of 2024 TDLCB Vice Chairperson

Chairperson Reinhart explained the role of the Vice Chairperson in detail. He stated that Ms. Patricia Lipovsky, the current Vice Chairperson, is eligible to serve a third term.

Ms. Jessie nominated Ms. Mary Tyson as the 2024 TDLCB Vice Chairperson.

MOTION: *A motion was made by Ms. Jessie to approve Ms. Tyson as the 2024 TDLCB Vice Chairperson. The motion was seconded by Ms. Johnson and carried unanimously.*

D. Review and Comment on the FY 2022/23 Annual Operating Report (AOR)

Chairperson Reinhart explained the process of the Annual Operating Report (AOR) and noted that comments are forwarded to the Florida Commission for the Transportation Disadvantaged (CTD).

Mr. Harris explained that the draft AOR report that was distributed in the agenda for today's meeting has changed, as the TPO received an updated AOR report on October 17, 2023. The deadline to submit the AOR was September 15, 2023. He explained that the TDLCB's role is to review and provide comments. The updated AOR report has three corrective actions which include: five transportation operators are shown for the CTC Organization (page 1) and it only shows four transportation operators on the CTC Coordinated System page. The second discrepancy is on the last page of the CTC Organization report regarding taxi trips taken in 2023 totaling 36,371; the expense reported on page 26 of the CTC Expense Sources is \$0. The third discrepancy is on page 7 of the CTC Trips report regarding no-shows which totaled 825 in 2022 and 9400 in 2023. That is a huge increase in no-shows and the TPO is requesting a comment be included to explain the huge increase. Staff is requesting the comments be adopted along with the approval of the AOR.

MOTION: *A motion was made by Ms. Jessie to approve the FY 2022/23 Annual Operating Report (AOR) with comments. The motion was seconded by Mr. Colon and carried unanimously.*

Ms. Bobbie King stated that Votran received comments from the TD Commission yesterday and had not yet had time to review the errors; she assured the TDLCB that they would be easy to fix as soon as time allows for a review of the report.

E. Appointment/Reappointment of 2024 Quality Assurance Committee Members

Chairperson Reinhart explained the responsibilities of the QAC members in depth. Currently, the members of the committee are Council Member Reinhart, Mr. Colon, Mr. Hall, Ms. Jessie, Ms. Lipovsky, and Ms. Tyson.

MOTION: *A motion was made by Ms. Jessie to approve the reappointment of 2024 Quality Assurance Committee members. The motion was seconded by Mr. Juengst and carried unanimously.*

F. Appointment/Reappointment of 2024 Grievance Committee Members

Chairperson Reinhart explained the responsibilities of the Grievance Committee members. The members of the Grievance Committee include Council Member Reinhart, Mr. Colon, Mr. Hall, Ms. Jessie, Ms. Lipovsky, and Ms. Tyson.

MOTION: *A motion was made by Ms. Johnson to approve the reappointment of 2024 Grievance Committee members. The motion was seconded by Ms. Jessie and carried unanimously.*

G. Review and Approval of the 2024 TDLCB Meeting Schedule

Chairperson Reinhart explained that the TDLCB meets at 10:00 am on the second Wednesday of the first month in each quarter.

MOTION: *A motion was made by Ms. Jessie to approve the 2024 TDLCB Meeting Schedule. The motion was seconded by Ms. Anderson and carried unanimously.*

IV. Presentations and Discussion Items

A. Presentation and Discussion of VoRide Mobility on Demand Service provided by Via Transportation d/b/a River North Transit, LLC

Mr. Ralf Heseler, Transit Planning Manager for Volusia County Transit Services Division which oversees Votran's operations, gave a PowerPoint presentation on the VoRide Mobility on Demand Service. He provided details of the new service to be provided on the west side of Volusia County. He discussed the areas of the intended routes, the benefits, and the hours of operation of the new service. He explained how the service works, provided details of the cost for customers and discussed plans to expand to other areas of Volusia County in the future.

Mr. Heseler answered TDLCB member questions regarding how the customer will know if they will be transported to their destination or to a fixed route; and the number and type of vehicles that will be used to implement phase one.

Ms. King, Volusia County Transit Services Director, gave more details of the VoRide Mobility on Demand Service and stated that she thinks it will provide better coverage than the service that is currently available.

Ms. Jessie asked if VoRide had been advertised on any public forums.

Ms. King stated that they have been presenting the service for a couple of years through a comprehensive operational analysis of all their routes via their Transportation Development Plan (TDP). They introduced it to the TPO's committees a year ago as "Mobility on Demand."

B. Presentation and Discussion on the Neighborhood Center of West Volusia

Ms. Savannah-Jane Griffin, Chief Executive Officer, and Mr. Waylon Niece, Chief Operating Officer, gave a presentation on the Neighborhood Center of West Volusia (NHCWV). They explained their mission, the services

that they offer, and their facilities. They discussed the benefits of the partnership with the TPO including bicycle and pedestrian education, bicycle helmets for their clients, reflective vests, and bicycle light distribution.

Ms. Griffin and Mr. Niece answered TDLCB member questions regarding donations of furniture and toys; case management, counselors, and veteran services; and partnerships with Brevard and Orange Counties.

V. Staff Comments

Mr. Harris asked everyone to stay for the TDLCB Annual Public Hearing immediately following this meeting.

Ms. Blankenship discussed the Mobility Week/White Cane Awareness events that will be taking place and provided dates and times.

VI. TDLCB Chairperson Comments

Chairperson Reinhart announced that the purchase of new buses was recently approved by the Volusia County Council for fixed route and paratransit routes.

VII. TDLCB Member Comments

Ms. Jessie asked for an update on the contractor issues that were mentioned in the last meeting and if unannounced visits had been discussed.

Mr. Harris stated that the TPO has customer service meetings with Votran staff members to discuss complaints. He stated there weren't any specific issues but assured her that all complaints were being addressed. He also stated that they will have the results of the annual evaluation at the January TDLCB meeting, and he is going to work with Votran to set up an inspection that incorporates the issues at hand. The inspections will be by random selection and contain an element of surprise.

Mr. Heseler stated that Votran has a Contract Compliance Officer who monitors subcontractors to ensure they meet Votran's standards. There have been some improvements already and there will be more to come.

Ms. Jessie pointed out that the TDLCB is being heard.

VIII. Information Items

- Actual Expenditure Report (AER) for FY 2022/23
- River to Sea TPO Board Meeting Summaries
- River to Sea TPO Outreach & Activities
- River to Sea TPO Planning Grant Quarterly Progress Report
- TDLCB Attendance Record
- TDLCB Interest Form
- TDLCB Membership List
- Upcoming Events Flyer

IX. Adjournment

The meeting was adjourned at 11:18 a.m.

VOLUSIA COUNTY COUNCIL MEMBER MATT REINHART, CHAIRPERSON
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the October 18, 2023 regular meeting of the Transportation Disadvantaged Local Coordinating Board (TDLCB), approved and duly signed this 10th day of January 2024.

DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**A recording of the October 18, 2023 TDLCB meeting is available upon request.*

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

III. ACTION ITEMS

B. REVIEW AND APPROVAL OF THE OCTOBER 18, 2023 TD PUBLIC HEARING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each public hearing and must be approved by the TDLCB. The October 18, 2023 public hearing minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE OCTOBER 18, 2023 TD PUBLIC HEARING MINUTES

**Transportation Disadvantaged Public Hearing Minutes
Votran Conference Room
950 Big Tree Road
South Daytona FL 32119
October 18, 2023**

TD Public Hearing Attendees Physically Present:

TDLCB Chairperson Matt Reinhart
Jessi Smith, TDLCB
Beverly Johnson, TDLCB
Jean Cerullo, TDLCB
Cassandra Jessie, TDLCB
Carlos Colon, TDLCB
Victoria Anderson, TDLCB
Benjamin Juengst, TDLCB
Robert Watson, TDLCB
Stephan Harris, TPO staff
Donna King, TPO staff, Recording Secretary
Bobbie King, Votran staff
Ralf Heseler, Votran staff
Jacob Lunceford, Votran staff

TD Public Hearing Attendees Virtually Present:

Colleen Nicoulin, TPO staff

The public hearing was held in a hybrid format with nine TDLCB voting members and four non-voting members physically present.

TDLCB Chairperson Reinhart opened the Transportation Disadvantaged Public Hearing at 11:21 p.m.

Having no public or staff comments, TDLCB Chairperson Reinhart closed the public hearing at 11:23 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**VOLUSIA COUNTY COUNCIL MEMBER MATT REINHART, CHAIRPERSON
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD**

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the October 18, 2023 Transportation Disadvantaged Public Hearing approved and duly signed this 10th day of January 2024.

**DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

III. ACTION ITEMS

C. REVIEW AND APPROVAL OF VOTRAN'S MONTHLY PARATRANSIT REPORTS

BACKGROUND INFORMATION:

Votran's monthly paratransit reports provide statistical information on the transportation services provided by Votran and the contracted transportation providers. The reports for August 2022-2023, September 2022-2023, and October 2022-2023 will be provided under separate cover. Staff will be available to answer questions regarding the reports.

ACTION REQUESTED:

MOTION TO APPROVE VOTRAN'S MONTHLY PARATRANSIT REPORTS

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

III. ACTION ITEMS

D. REVIEW AND APPROVAL OF VOTRAN'S FY 2023/24 EVALUATION

BACKGROUND INFORMATION:

Votran's FY 2023/24 Evaluation was conducted with criteria developed by the Commission for the Transportation Disadvantaged (CTD). The evaluation team consisted of Carlos Colon (FDOT), Cassandra Jessie (TDLCB), and Stephan Harris (TPO staff). The team performed a paratransit vehicle inspection, driver inspection, and trip evaluation on November 14, 2023. A manifest for the evaluated trip and Votran's FY 2023/24 Evaluation are documented in the CTC Evaluation Workbook which is available at the link below:

[CTC Evaluation Workbook](#)

Revised pages: 3, 8, 9, 11, 12, 13, 14, 15, 17, 19, 23, 34, 38, 39, 42, 45, 46, Operator Manifest, 47, 48,49, AOR Cost Pages, 53, 55.

ACTION REQUESTED:

MOTION TO APPROVE VOTRAN'S FY 2023/24 EVALUATION

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

IV. PRESENTATIONS AND DISCUSSION ITEMS

**A. PRESENTATION AND DISCUSSION OF THE STATEWIDE AND LOCAL TRANSPORTATION
DISADVANTAGED PROGRAMS**

BACKGROUND INFORMATION:

TPO staff will provide an overview of the statewide and local transportation disadvantaged programs and the roles and responsibilities of TDLCB members.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE TDLCB



An Overview of the Transportation Disadvantaged Program

January 10, 2024

TD Program Foundation

The Coordinated System was established in 1979.

The Legislature created the Commission and TD Trust Fund in 1989.

The purpose was to deliver the “coordination” of transportation services in each county.

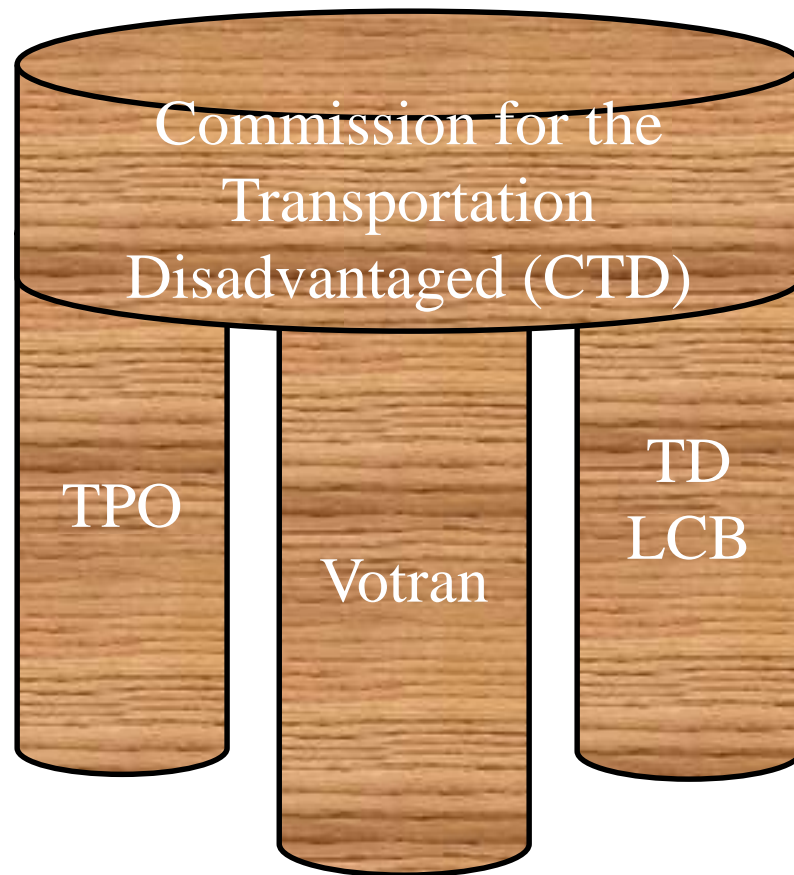
Implemented by three primary entities at local level:

- Community Transportation Coordinator (Votran)
- Designated Official Planning Agency (TPO)
- Local Coordinating Board (TDLCB)

CTD works with state/local partners (e.g., FDOT) to also purchase trips through coordinated system.

Reimburses Votran for door-to-door (demand-response) trips or bus pass “fare” subsidies.

The “Three-Legged Stool” of Coordination



Governing Documents



Chapter 427, Florida Statutes –
Legislative Authority

Rule Chapter 41-2, Florida
Administrative Code –
Implementing Regulations



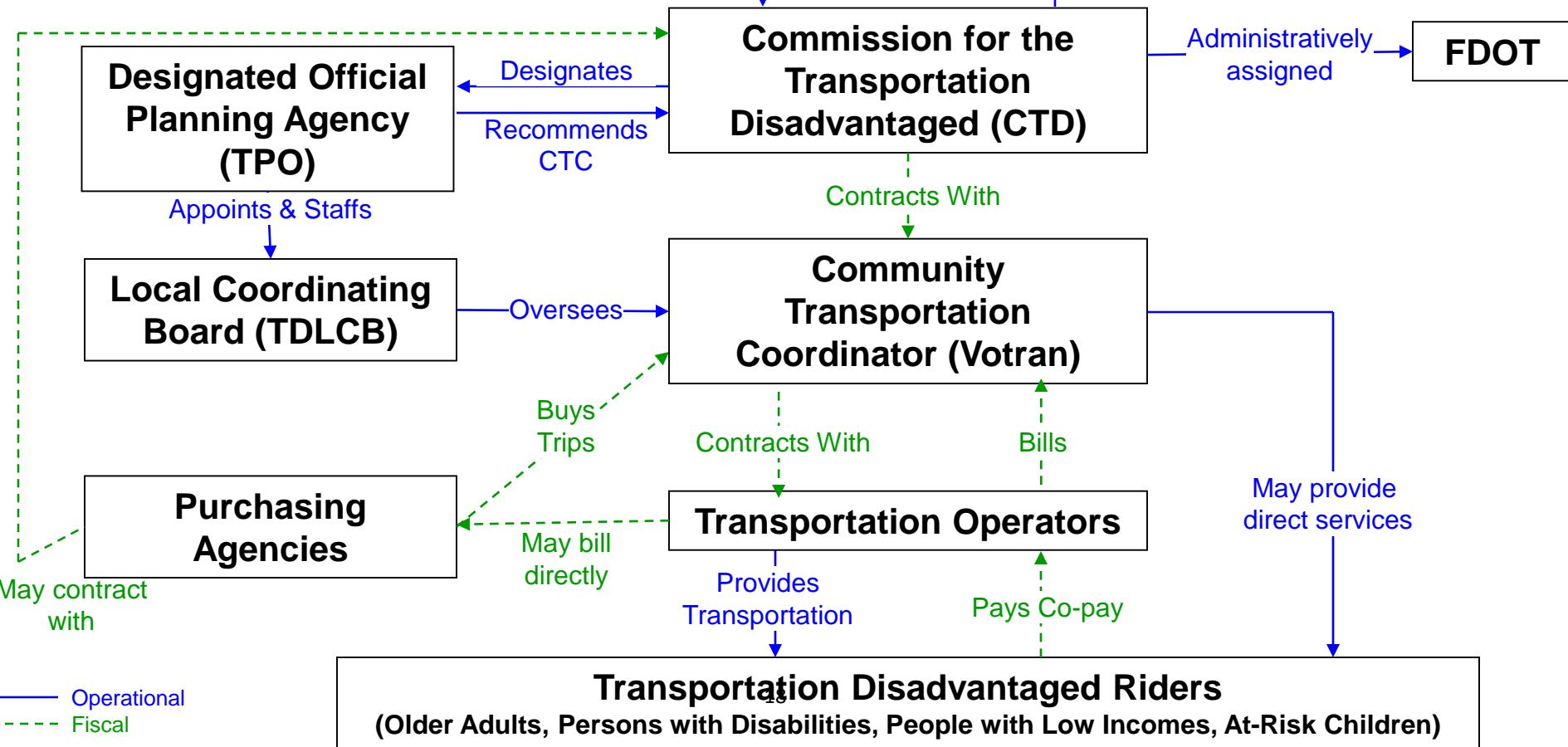
**Transportation
Disadvantaged**

Florida's Coordinated Transportation System Organizational Structure... At A Glance

Independent State Agency

Guiding Philosophy:

- Centralized Policy Development
- Decentralized (Local) Implementation





Who Do We Serve?

Transportation Disadvantaged Riders

- Older Adults
- Persons with Disabilities
- People with Low Income
- Children who are At-Risk





They Could Need A Ride To...



- Medical Services
- Work or Job Training
- School
- Grocery Store
- Social Recreation

...And They May Have Limited Transportation Options Available In Their Community:

- Personal or Family Vehicle
- Public Transit
- Government “Sponsored” Transportation (e.g., Medicaid)
- Private On-Demand Services (e.g., taxi, Uber or Lyft, etc.)





Florida Commission for the Transportation Disadvantaged

Duties

- Administers the TD Trust Fund and disburses funds through grant programs
 - Contracts with Votran and other CTCs to deliver CTD-funded services
 - Participates in an Annual Training Workshop
 - Appoints and oversees Executive Director
 - Develops policies and procedures for the coordination of transportation services for the Transportation Disadvantaged
 - Designates planning agency in areas outside the purview of a TPO to implement program at the local level
 - Reviews and approves commission publications, including the Annual Performance Report
 - Develops a budget
-





Community Transportation Coordinator (CTC)

Duties

Plans, administers, monitors, coordinates, arranges and delivers Coordinated Transportation Disadvantaged Services originating in their designated service area

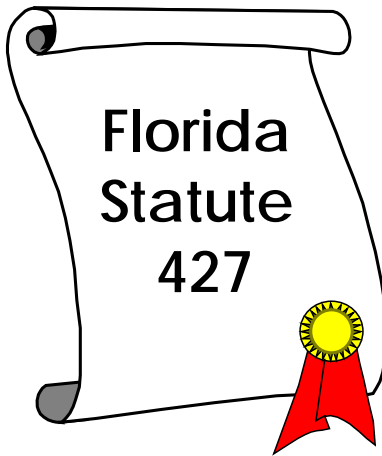
- Provides fixed-route and paratransit trips
- Operates centralized call center
- Determines transportation eligibility
- Schedules trips
- Performs gatekeeping duties
- Invoices purchasing agencies
- Develops a Transportation Disadvantaged Service Plan with TDLCB
- Prepares and submits Annual Operating Report to CTD
- Establishes eligibility guidelines and trip prioritization for non-sponsored trips





Transportation Disadvantaged Local Coordinating Board

Purpose



- Identify local service needs
- Provide information, advice and direction to Votran on the coordination of services to be provided through the Coordinated Transportation System
- Serve as an advisory body to the Commission for the Transportation Disadvantaged (CTD) for Volusia County
- Advocate for TD riders

Duties of the TDLCB

- Assists Votran in establishing eligibility guidelines and trip priorities
- Evaluates CTC annually and recommends CTC designation every 5 years
- Reviews and approves Annual Operating Report (AOR) and Transportation Disadvantaged Service Plan (TDSP)
- Appoints Grievance Committee to process and investigate complaints
- Appoints Quality Assurance Committee to review TDSP and other reports
- Reviews and recommends TD funding applications
- Develop and annually update bylaws and grievance procedures
- Hold quarterly meetings
- Conduct annual public hearing to receive public input on transit issues



TDLCB Board Structure



Members are appointed by the River to Sea TPO

1. Chairperson (The Honorable Matt Reinhart)
2. Vice-Chairperson (Mary Tyson)
3. FDOT (Carlos Colon)
4. FDCF (Christy Gillis)
5. Public Education Community (Vacant)
6. FDOE (Cynthia Tucker)
7. Veterans Representative (Robert Watson)
8. Florida Assoc. for Community Action (Jessi Smith)
9. Elderly Representative (Doug Hall)
10. Disabled Citizen (Judy Craig)
11. Citizens Advocate-system user (Patricia Lipovsky)
12. Citizens Advocate (Jean Cerullo)
13. Council for Early Childhood Services (Beverly Johnson)
14. Florida Dept. Of Elder Affairs (Ellen Labadie)
15. Private for Profit (Steve Jack)
16. Florida Agency for Healthcare Admin. (Emilio Santiago)
17. Agency for Persons with Disabilities (Sheryl Dick-Stanford)
18. Regional Workforce Development Board (Robin King)
19. FDOH in Volusia County (Ben Juengst)

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

IV. PRESENTATIONS AND DISCUSSION ITEMS


B. PRESENTATION AND DISCUSSION OF FLORIDA SUNSHINE LAW REFRESHER

BACKGROUND INFORMATION:

The Florida Sunshine Law, enacted in 1967, is a series of laws that require openness in the government. It gives the public the right to access the public records and meetings of any state, county, or municipal board, commission, or agency, as well as any other organization operating on their behalf²⁴⁵. The law applies to both elected and appointed officials and to both formal and informal gatherings. TPO staff will provide a refresher on the Sunshine Law.


ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE TDLCB



Florida Sunshine Law

January 10, 2024



1

Four Basic Requirements

- 1 Meetings of boards or commissions must be open to the public
- 2 Reasonable notice of such meetings must be given
- 3 Meeting minutes must be taken
- 4 Venue must be accessible

2

SUNSHINE LAW PURPOSE

The purpose of the Sunshine Law is to ensure that decisions by public bodies are made in an open forum accessible to members of the public.

Myers v. News-Press Publishing Company, Inc., 514 So.2d 408 (Fla. 2nd DCA 1987).

“Decisions” are official actions which may include, but are not limited to:

- * Recommendations
- * Discussions
- * Deliberations

3

Florida Sunshine Law

PUBLIC MEETINGS:

(F.S. 286.011)

“All meetings of any board or commission of any state agency or authority or of any agency or authority of any county, municipal corporation...at which official acts are to be taken.”

4

Florida Sunshine Law

WHAT IS A MEETING:

1. Any gathering, formal or informal, of two or more members of the same body to discuss some matter on which it is foreseeable that action will be taken by the body at some future point
2. Discussions and deliberations, as well as formal action taken by a body (Interactive communication)
3. No requirement that a quorum be present

5




River to Sea TPO Board and Advisory Committees

Advisory Boards (committees) created pursuant to law or ordinance or otherwise established by public agencies **are subject to the Sunshine Law**

This applies equally to elected or appointed boards or commissions

6




Florida Sunshine Law

- ▶ Discussions between two or more members about topics that might come up for action must take place in a **public meeting setting**
 - ✓ No discussions about potential action items in person, by phone, by email, by text messages, on social media, or by any other means of communication
- ▶ DO NOT USE “REPLY ALL”
- ▶ Must declare conflicts of interest

7

Florida Sunshine Law

While an individual board member is not prohibited from discussing board business with staff or a non-board member, these individuals may not be used as a liaison to communicate information between board members. For example, a board member cannot ask staff to poll the other board members to determine their views on a board issue.



8

Florida Sunshine Law Penalties

Any member of a board, commission, committee, or agency who **knowingly violates** the Sunshine Law is guilty of a misdemeanor of the second degree:

- ✓ Persons convicted of this may be sentenced to jail for up to 60 days and/or fined up to \$500
- ✓ An **unintentional violation** in a non-criminal infraction punishable by a fine of not more than \$500

9



Questions?

Pamela Blankenship
 TPO Community Outreach
 Coordinator/Title VI Coordinator
 Pblankenship@r2ctpo.org
 386.226.0422 ext. 20416

10

**SUMMARY SHEET
TDLCB
JANUARY 10, 2024**

V. STAFF COMMENTS

- 25th Annual TD Legislative Awareness Day (Thursday, January 18, 2024)
- Update on VoRide Mobility on Demand Service

VI. TDLCB MEMBER COMMENTS

VII. TDLCB CHAIRPERSON COMMENTS

VIII. INFORMATION ITEMS

- River to Sea TPO Board Meeting Summaries
- River to Sea TPO Outreach & Activities
- Upcoming Events Flyer
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- TDLCB Meeting Summary-October 18, 2023
- 2024 R2CTPO Meeting Schedule

IX. ADJOURNMENT

****THE NEXT TDLCB MEETING WILL BE ON APRIL 10, 2024****

Please register to attend the **25th Annual Transportation Disadvantaged Legislative Awareness Day** at the Capitol in Tallahassee.

The Date: Thursday, January 18, 2024.

The event will begin at 8:30 AM and end at 1:30 PM.

There will be speeches and exhibits.

Lunch will be served 'free' to all attendees on a first come, first served basis. Lunch is served from 12-1 PM or until gone.

The exhibits and vehicle displays will be located in the Capitol Courtyard.

Vehicle and table displays will need to arrive before 8 AM to set up, event begins at 8:30 AM. Exhibit/Vehicle Breakdown is at 1:30 PM.

Please register by using the link below to CTD website.

The sole purpose of this event is to create awareness and support for the Statewide Coordinated Transportation Disadvantaged System.

This event is supported solely by donations. Please consider donating to this important event.

[CTD Home \(fdot.gov\)](https://www.fdot.gov/ctd/ctd-home#:~:text=2024%20Legislative%20Awareness,attending%20this%20event.) On the CTD Main page you will find **"2024 Legislative Awareness Day – Registration Available Below"**, please click on Registration Form

<https://www.fdot.gov/ctd/ctd-home#:~:text=2024%20Legislative%20Awareness,attending%20this%20event.>

Looking forward to seeing YOU there!



John P. Irvine, F.C.C.M.

Project Manager

Phone: (850) 410-5712

Email: John.Irvine@dot.state.fl.us

Website: www.dot.state.fl.us/ctd



Now operating in the DeLand area is VoRide, a ridesharing service, in partnership with Via Transportation.



Service Areas

Service is provided in DeLand. Generally, the boundaries of the service zone are as follows: Orange Camp Road to the south, I-4 & 12th Ave. (Daytona Park Estates) to the east, Grand Avenue to the west, and Glenwood Ave./Spring Garden Ave., and the DeLand Municipal Airport to the north.

Popular destinations in the DeLand Zone include: DeLand Walmart, DeLand Neighborhood Market Walmart, Stetson University, DeLand Regional Library, Daytona State College (DeLand Campus), Country Club Corners Shopping Center, the Dr. Joyce Cusack Resource Center, and the DeLand Amtrak Station (site of the Future DeLand SunRail Station).

Transfers to/from Votran buses can be made at the Amelia Superstop (Routes 20, 31, and 60), the Thomas C. Kelly County Administration Center bus stops on Rich Avenue (Route 20), or at the DeLand ITF (Routes 20 & 31). In 2024, we anticipate expanding the service area to include Orange City, Deltona, and DeBary.

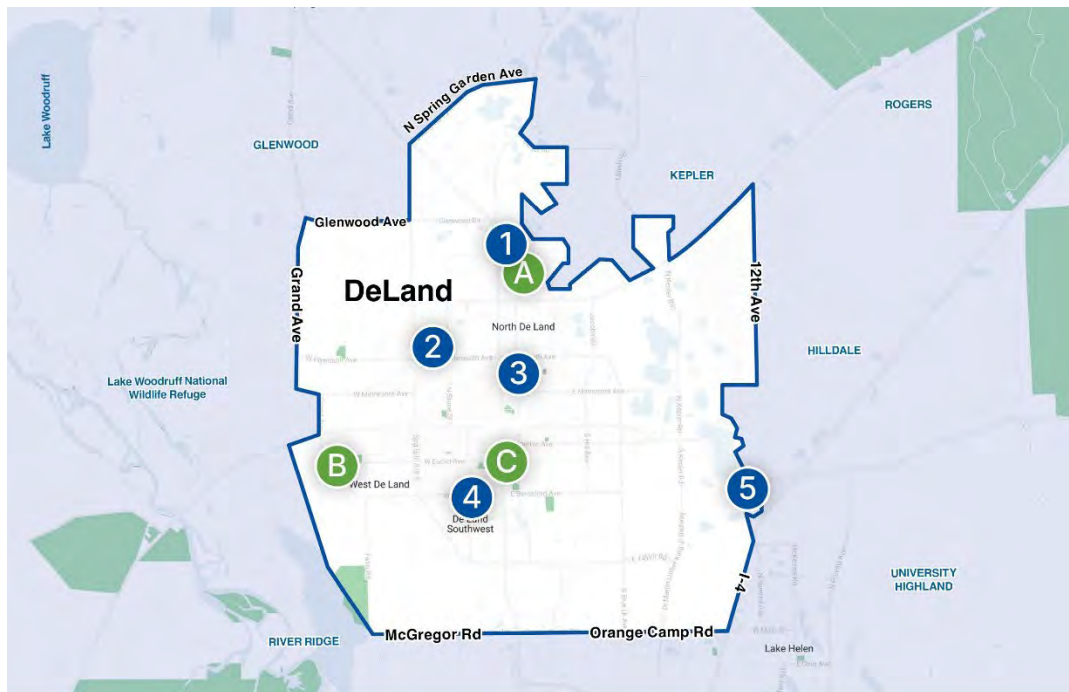
How to Ride

Riders will be able to book their trip using the VoRide App or by phone: (386) 210-9861.

You'll need the origin and destination of your trip when booking. At this time, riders will not be able to preschedule their trips, so you can just book when you're ready to go.

If you qualify for reduced fares or are using a wheelchair, use the Concessions menu to select the applicable option.

Be sure to select the number of travelers you are traveling with.



Popular destinations

- ① DeLand Walmart Supercenter
- ② AdventHealth DeLand
- ③ Stetson University
- ④ Dr. Joyce M. Cusack Resource Center
- ⑤ Daytona State College - DeLand Campus

Transit hubs

- A Amelia Super Stop
- B DeLand Amtrak
- C DeLand ITF

Fares

Fares are just \$2 per person! Reduced fares are available for Youths (7-18), those with disabilities, and senior citizens (65+) and are just \$1. Children under 7 ride for free with a paying adult.

Fares can be paid through the VoRide app or with cash to the driver.

Free transfers to or from a Votran fixed-route are available. If your trip begins on a Votran bus, ask the operator for a VoRide transfer. Show the transfer ticket to the VoRide driver when boarding. If your trip begins on VoRide, just show the Votran Bus Operator your VoRide receipt from your phone. Please note that if you are unable to show proof of the first leg of your trip, you will be required to pay a fare for the second leg of your trip.

Bicycles, Mobility Aides, and Baggage

At this time, bicycles will not be permitted on VoRide vehicles. They may be permitted at a later date.

If you are travelling with a wheelchair, be sure to select that option when booking your trip to ensure a wheelchair accessible vehicle is sent to your location and there is space available.

VoRide is a curb-to-curb service. For customers needing assistance from door-to-door, please use Votran Gold Paratransit Service.

Because space is limited, we ask that riders limit the amount of bags, including luggage or groceries.

Customer Service & More Information

For all Customer Service related matters, please call or email:

(386) 210-9861 or support-voride@ridewithvia.com

For more information on VoRide, including suggestions or general comments, please contact the Volusia County Transit Services Division using a contact form. Please select "VoRide" from the drop down menu for Comment Type



River to Sea TPO Board Meeting Summary October 25, 2023

- Approved a motion allowing members attending virtually to participate and vote
- Approved Consent Agenda including approval of the September 27, 2023 meeting minutes
- Approved an amendment the List of Shared-Use Non-Motorized (SUN) Trail Projects
- Approved Resolution 2023-18 adopting the River to Sea TPO Apportionment Plan
- Received a PowerPoint presentation on the LPGA Blvd PD&E Study from US 92 to Williamson Blvd
- Received a PowerPoint presentation and discussion on the VoRide Mobility on Demand Service provided by VIA Transportation D/B/A River North Transit, LLC
- Received a presentation and discussion of an amendment to the Connect 2045 Long Range Transportation Plan (LRTP)
- Received a PowerPoint presentation and discussion of the FY 2022/23 Public Outreach Summary
- Received a presentation and discussion of the River to Sea TPO's Guiding Resolutions and Project Applications for the Call for Projects
- Received the FDOT report; introduced Ms. Kia Powell, new MPO Liaison for the River to Sea TPO; and provided an update on the Work Program Public Hearing
- Received the Executive Director's report announcing the TPO has been released from special conditions and commended Mariel Lemke for her hard work and efforts; OIG audit is still in review status; an update on the Federal Certification Review and stated that there will be a presentation at next month's meeting; noted that next month's meeting will be held on December 6, 2023 at Daytona Beach International Airport on the second floor in the Dennis McGee Room
- Received TPO Board member comments

The next River to Sea TPO Board meeting will be on Wednesday, December 6, 2023, at 9:00 a.m.

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



River to Sea TPO Board Meeting Summary December 6, 2023

- Approved a motion allowing members attending virtually to participate and vote
- Approved Consent Agenda including approval of the October 25, 2023 TPO Board meeting minutes and the cancellation of the December Executive Committee and TPO Board meetings
- Approved Resolution 2023-19 amending the Connect 2045 Long Range Transportation Plan (LRTP) by roll call vote
- Approved Resolution 2023-20 amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP) by roll call vote
- Approved Resolution 2023-21 amending the River to Sea TPO Metropolitan Planning Organization Agreement and FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) by roll call vote
- Approved Resolution 2023-22 Reaffirming the Policy for the Annual Allocation of Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) Funding and Other State and Federal Funds Identified in the 2045 Long Range Transportation Plan (LRTP)
- Approved Resolution 2023-23 Reaffirming the Policy for Defining the Local Match Requirements Placed on Local Governments for Projects Prioritized for Funding by the TPO
- Approved Resolution 2023-24 Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects
- Approved a motion to approve the Priority Project Applications for Traffic Operations/Safety and Local Initiatives Projects, Transportation Planning Studies, and Bicycle/Pedestrian Projects
- Approved a motion to amend the List of Shared-Use Non-Motorized (SUN) Trail Projects
- Received a PowerPoint presentation and discussion of the FDOT's Tentative Five-Year Work Program for FY 2024/25 to 2028/29
- Received a PowerPoint presentation and discussion of the River to FDOT TPO Federal Certification Review Report
- Received a PowerPoint presentation and discussion of the Urban Area Boundary Adjustments
- The FDOT report was provided in the agenda and as a handout; announced the most up-to-date project information can be found at www.cflroads.com

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	

- Received the Executive Director’s report regarding the apportionment plan submission to FDOT and the schedule for approval; an update on the Office of Inspector General (OIG) Audit; announced the River to Sea TPO Open House/Toy Drive event at Bahama Breeze in Daytona Beach tomorrow night from 4 p.m. – 6 p.m.
- Received TPO Board member comments
- Received TPO Chairperson comments regarding attending the Florida League of Cities Legislative Conference where the Transportation Committee adopted their Legislative Policy statement for the upcoming session which aligns with the TPO’s adopted Legislative Positions

The next River to Sea TPO Board meeting will be on Wednesday, January 24, 2023, at 9:00 a.m.



River to Sea TPO Outreach & Activities

www.R2CTPO.org

November/December 2023

Annual TPO Holiday Open House

On December 7, 2023, the River to Sea TPO held its Holiday Open House at Bahama Breeze in Daytona Beach. More than 30 people attended this annual event. Attendees included members of the BPAC, CAC, TCC, TDLCB and TPO Board as well as consultants and family members. A total of 226 toys and gift cards were collected and distributed to the Department of Children & Families and The Neighborhood Center of West Volusia. Thank you to everyone who came out and celebrated with us this year and thanks to all for their incredible generosity!





River to Sea TPO Outreach & Activities

www.R2CTPO.org

November/December 2023

Central Park Bike Rodeo & Ride

The City of Palm Coast hosted the Central Park Bike Rodeo & Ride on November 3, 2023. The River to Sea TPO participated in this event along with the Flagler County Sheriff's Office, Palm Coast Fire Department, and FDOT, as well as numerous other groups and e-bike retailers. The River to Sea TPO provided bicycle safety information and a helmet decoration station where kids could decorate the helmets they were fitted for and received from FDOT. This event was a part of FDOT's Mobility Week.



Do you want up-to-date River to Sea TPO news and information?

Subscribe to the TPO's monthly newsletter, Transportation Talk, for more transportation news and information. Simply click the link below, fill out the form and sign up!

[Click Here](#)

Ongoing Projects, Studies, & Activities

- Regional Resiliency Action Plan Implementation
- Safe Streets and Roads for All (SS4A) Grant Implementation
- 2020 Adjusted Urban Area Boundary
- 2024 Annual Call for Projects
- Best Foot Forward for Ped Safety Program
- Update 2024 TPO Safety Performance Targets
- Annual FY 22/23 TPO Audit
- FY 2024/25 and 20 25/26 Unified Planning Work Program (UPWP) development
- Amendment to the Connect 2045 Long Range Transportation Plan (LRTP)

TPO Call for Projects is Now Open

The River to Sea TPO is now accepting applications for projects to be added to our List of Priority Projects. These applications will be used by the TPO to qualify and prioritize proposed transportation-related projects for feasibility study and/or implementation using federal and/or state transportation funding. The deadline for submitting project applications is 4:00 p.m. on Thursday, February 29, 2024.

[Additional information is available here](#)

Follow the TPO:





January - February 2024 Events

January 10

CFRC/SunRail Technical Advisory Committee Meeting (TAC)

2:00 pm – 3:00 pm

Lynx Administrative Building

455 North Garland Ave, Orlando

More info: [Click Here](#)

January 18

2024 Transportation Disadvantaged (TD) Legislative Awareness Day

The Florida Capitol, Tallahassee

The River to Sea TPO and TDLCB members will be attending this event.

More info: [Click Here](#)

January 24

Florida Metropolitan Planning Partnership (FMPP) Meeting

8:30 am - 5:00 pm

Turnpike Auditorium at the Turkey Lake Service Plaza

263 Florida's Turnpike, Orlando

More info: [Click Here](#)

January 25

MPO Advisory Council (MPOAC) Meeting

1:00 pm - 5:00 pm

The Florida Hotel & Conference Center

1500 Sand Lake Road, Orlando

More info: [Click Here](#)

January 25

Central Florida Commuter Rail Commission Board Meeting

2:00 pm – 4:00 pm

Lynx Administrative Building

455 North Garland Ave, Orlando

More info: [Click Here](#)

February 9

Central Florida MPO Alliance (CFMPOA) Meeting

10:00 am – 12:00 pm

MetroPlan Orlando

250 South Orange Ave, Suite 200, Orlando

More info: [Click Here](#)



February 15

Families & Communities Together (FACT) Fair

5:30 pm – 7:00 pm

Heritage Middle School

1001 Parnell Ct, Deltona, FL 32738

More info: [Click Here](#)

February 22

Central Florida Commuter Rail Commission Board Meeting

2:00 pm – 4:00 pm

Lynx Administrative Building

455 North Garland Ave, Orlando

More info: [Click Here](#)

Planning Grant Agreement Tasks Quarterly Progress Report



Planning Agency	River to Sea Transportation Planning Organization	County	Volusia
		Invoice #	G2J22 Q2
Reporting Period	10/01/2023 - 12/31/2023	Grant #	G2J22

I	PROGRAM MANAGEMENT	PROGRESS
A.	When necessary and in cooperation with the LCB, solicit and recommend a CTC . The selection will be accomplished, to the maximum extent feasible, through public competitive bidding or proposals in accordance with applicable laws and rules. Such recommendation shall be presented to the Commission by Planning Agency staff or their designee as needed. (Tasks 2A)	No activity for the specified reporting period.
B.	Develop and maintain a process for the appointment and reappointment of voting and non-voting members to the local coordinating board. (41-2.012, FAC)	Appointment and reappointment of voting and non-voting members is conducted under the established Bylaws of the TDLCB.
C.	Prepare agendas for local coordinating board meetings consistent with the <i>Local Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	Agenda preparation and dissemination for the TDLCB meetings is consistent with Local Coordinating Board and Planning Agency Operating Guidelines.
D.	Prepare official minutes of local coordinating board meetings regardless of a quorum) and submit a copy along with the quarterly report to the Commission. For committee meetings, prepare minutes in the form of a brief summary of basic points, discussions, decisions, and recommendations to the full board. Keep records of all meetings for at least five years. (Task 3)	Official minutes are prepared and records of all meetings are maintained for no less than five years in accordance with established Bylaws of the TDLCB. Minutes of the October 18, 2023 TDLCB Meeting are attached.
E.	Provide at least one public workshop annually by each local coordinating board, and assist the Commission, as requested, in co-sponsoring public workshops. This public workshop must be in addition to the local coordinating board meetings. It may, however, be held in conjunction with the scheduled local coordinating board meeting (immediately following or prior to the local coordinating board meeting). (Task 4)	Minutes of the October 18, 2023 TDLCB Public Hearing are attached.
F.	Provide staff support for committees of the local coordinating board. (Task 3)	Staff support is provided for both the Quality Assurance and Grievance Committees.
G.	Develop and update annually by-laws for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 5)	No activity for the specified reporting period.
H.	Develop, annually update, and implement local coordinating board grievance procedures in accordance with the Commission guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program. A copy of the approved procedures shall be submitted to the Commission. (Task 6)	No activity for the specified reporting period.
I.	Provide the Commission with a current membership roster and mailing list of local coordinating board members. The membership roster shall be submitted with the first quarterly report and when there is a change in membership. (Task 3)	The current TDLCB membership roster and mailing list are attached.

J.	Provide public notice of local coordinating board meetings and local public workshops in accordance with the <i>Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	Public notice of the October 18, 2023 TDLCB Meeting is attached.
K.	Review and comment on the Annual Operating Report for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 7)	The FY 2022/23 Annual Operating Report and comments approved by the TDLCB at their October 18, 2023 meeting are attached.
L.	Report the actual expenditures (AER) of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 8)	No activity for the specified reporting period.

II.	SERVICE DEVELOPMENT	PROGRESS
A.	Jointly, with the community transportation coordinator and the local coordinating board, develop the Transportation Disadvantaged Service Plan (TDSP) following CTD guidelines. (Task 1)	No activity for the specified reporting period.
B.	Encourage integration of “transportation disadvantaged” issues into local and regional comprehensive plans . Ensure activities of the local coordinating board and community transportation coordinator are consistent with local and state comprehensive planning activities including the Florida Transportation Plan. (427.015, FS)	The TDLCB actively seeks opportunities to integrate "transportation disadvantaged" issues into local and regional comprehensive plans.
C.	Encourage the local community transportation coordinator to work cooperatively with regional workforce boards established in Chapter 445, F.S., and provide assistance in the development of innovative transportation services for participants in the welfare transition program. (427.0157, FS)	The local workforce development board (d.b.a. – CareerSource Flagler Volusia) has both a member and alternate assigned to the TDLCB. Clients of CareerSource are educated on the services provided by Votran.

III.	TECHNICAL ASSISTANCE, TRAINING, AND EVALUATION	PROGRESS
A.	Provide the LCB with quarterly reports of local TD program administrative support accomplishments as outlined in the grant agreement and any other activities related to the TD program. (Task 9)	The FY 2023/24 first quarterly report was provided to the TDLCB at their October 18, 2023 meeting.
B.	Attend at least one Commission-sponsored training , including but not limited to, the CTD’s regional meetings, the CTD’s annual training workshop, or other sponsored training. (Task 10)	No activity for the specified reporting period.
C.	Attend at least one CTD meeting each year within budget/staff/schedule availability.	River to Sea TPO staff participated in the CTD meeting on December 11, 2023.
D.	Notify CTD staff of local TD concerns that may require special investigations.	No activity for the specified reporting period.
E.	Provide training for newly-appointed LCB members. (Task 3)	No activity for the specified reporting period.
F.	Provide assistance to the CTC, purchasing agencies, and others, as needed, which may include participation in, and initiating when necessary, local or regional meetings to discuss TD needs, service evaluation and opportunities for service improvement.	No activity for the specified reporting period.
G.	To the extent feasible, collect and review proposed funding applications involving “TD” funds consistent with Chapter 427, F.S., and Rule 41-2, F.A.C., and provide recommendations to the LCB. (427.0157, FS)	No activity for the specified reporting period.
H.	Ensure the local coordinating board conducts, as a minimum, an annual evaluation of the community transportation coordinator. The local coordinating board shall evaluate the coordinator using the Commission’s <i>Evaluation Workbook for Community Transportation Coordinators and Providers in Florida</i> (at a minimum using the modules	No activity for the specified reporting period.

	concerning Competition In Use of Operators, Cost-Effectiveness and Efficiency, and Availability of Service) and local standards as defined in the Transportation Disadvantaged Service Plan. (Task 2B)	
I.	Assist the CTD in joint reviews of the CTC.	No activity for the specified reporting period.
J.	Ensure the LCB annually reviews coordination contracts to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available, consistent with Rule 41-2, F.A.C.	No activity for the specified reporting period.
K.	Implement recommendations identified in the CTD's QAPE reviews.	No activity for the specified reporting period.

Other Items of Development and Update in accordance with Laws, Rules, and Commission policy:

none

By submission of this Quarterly Report, the information provided is accurate and accountable and corresponds with the activities for this quarter.

Representative

01/10/2024

Date

DRAFT

TDLCB ATTENDANCE RECORD 2023

[illegible]

INTEREST FORM
FOR SERVICE ON THE
RIVER TO SEA TPO
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD

Last Name: _____ First Name: _____

Phone: _____ Email Address: _____

Mailing Address: _____

Vacancy Interested in Representing: _____

Please provide a brief description of why you want to join the Local Coordinating Board and how your skills and experience will help you represent the part of the community not currently represented due to a vacancy:

Thank you for your interest.

Please return form to:
Donna King
River to Sea TPO
1 Deuce Court, Suite 100
Daytona Beach, FL 32124
or email: dking@r2ctpo.org

TDLCB MEMBER LIST

Agency/Group	Name	Address	City	Zip Code	Phone Number	E-Mail Address	Notes/Appointment Date
Volusia County Association of Community Action	Council Member Matt Reinhart	123 W. Indiana Ave	DeLand	32720	386-943-7026 386-506-2961	mreinhardt@volusia.org	Chairperson 01/2023
Elderly Citizens	Jessi Smith	110 W. Rich Avenue	DeLand	32720	386-736-5956 EXT 12980	jjsmith@volusia.org	07/2023
FDOT	Doug Hall	1405 Edgewater Rd	Daytona Beach	32114	386-255-0377 386-852-1285 (cell)	fhalls@earthlink.net	12/2021
Florida Department of Children & Families	Carlos Colon	420 W. Landstreet Rd	Orlando	32824	321-319-8173	carlos.colon@dot.state.fl.us	07/2022
Public Education Community	Christy Gillis	210 N. Palmetto Ave Ste 430	Daytona Beach	32114	386-481-9182 386-214-8646 (cell)	christina.gillis@myflfamilies.com	10/2021
Florida Department of Education (Voc Rehab)	Vacant						
Elder Affairs	Cynthia Tucker	210 N. Palmetto Ave Ste 144	Daytona Beach	32114	386-281-6764	cynthia.tucker@vr.fldoe.org	02/2020
Veteran Services Group	Ellen Labadie	420 Fentress Blvd	Daytona Beach	32114	386-253-4700 ext 248	mowscheduler@coavolusia.org	03/2021
Private for Profit Healthcare Administration	Robert Watson	123 W. Indiana Ave Rm 100	DeLand	32720	386-740-5102	rbwatson@volusia.org	05/2022
Medical Community Workforce Development Board	Steve Jack	P.O. Box 730206	Ormond Beach	32173	386-255-8525	medoneshuttle@bellsouth.net	01/2020
Citizens Advocate - Systems User	Emilio Santiago	400 W. Robinson St Ste S309	Orlando	32801	407-420-2563	emilio.santiago@ahca.myflorida.com	06/2022
Citizens Advocate	Stephen Civitelli	1845 Holsonback Dr	Daytona Beach	32117	386-274-0799 386-274-0817 susan	stephen.civitelli@flhealth.gov	07/2022
Council for Early Childhood Services	Robin King	329 Bill France Blvd	Daytona Beach	32114	386-323-7074	robinking@careersourcefv.com	01/2022
Agency for Persons with Disabilities	Judy Craig	1835 Anchor Ave	DeLand	32720	386-738-5781	judylesliecraig@aol.com	01/2020
Citizens Advocate	Patricia Lipovsky	1129 Bradenton Rd	Daytona Beach	32114	386-255-0288	plipovsky@cfl.rr.com	Vice Chairperson 12/2021
Council for Early Childhood Services	Jean Cerullo	19 Tropical Drive	Ormond Beach	32176	386-689-5300	cerulloj2029@gmail.com	09/2021
Agency for Persons with Disabilities	Beverly Johnson	1219 Dunn Ave	Daytona Beach	32114	386-255-4568	bjohnson@esnecfl.org	08/2020
TDLCB Alternates	Sheryl Dick-Stanford	1621 NE Waldo Rd Bldg 1	Gainesville	32609	352-955-5768	sheryl.dick-stanford@apdcares.org	01/2021
Association of Community Action	Carmen Hall	123 W. Indiana Ave Rm 101	DeLand	32720	386-736-5955	chall@volusia.org	12/2020
Elderly Citizens	Cassandra Jessie	315 Wilder Blvd Apt. 109	Daytona Beach	32114	386-254-3846	cassandra.jessie@dbf.fldoe.org	06/2021
FDOT	Jamie Kersey	420 W. Landstreet Rd	Orlando	32824	321-319-8174	jamie.kersey@dot.state.fl.us	07/2022
Florida Department of Children & Families	Todd Banks	210 N. Palmetto Ave Ste 430	Daytona Beach	32114	386-481-9182	todd.banks@myflfamilies.com	10/2021

Agency/Group	Name	Address	City	Zip Code	Phone Number	E-Mail Address	Notes/Appointment Date
Public Education Community	Vacant						
Florida Department of Education (Voc Rehab)	Susan Pauly	210 N. Palmetto St Ste 144	Daytona Beach	32114	386-281-6765	susan.pauly@vr.fldoe.org	02/2020
Elder Affairs	Vacant						
Veteran Services Group	Scott Olson	110 W Rich Ave	DeLand	32720	386-451-8488	solson@volusia.org	8/2023
Private for Profit Healthcare Administration	Vacant						
	Victoria Anderson	400 W. Robinson St Ste S309	Orlando	32801	407-420-2483	victoria.anderson@ahca.myflorida.com	06/2022
Medical Community Workforce Development Board	Ethan Johnson	1845 Holsonback Dr Bin 126 Room 2005A	Daytona Beach	32117	386-274-0605 386-281-7909 (cell)	ethan.johnson@flhealth.gov	05/2022
	Kathy Spencer	329 Bill France Blvd	Daytona Beach	32114	386-323-7074	kathyspencer@careersourcefv.com	01/2022
Disabled Citizens	Mary Tyson	291 Eddie Ave	Holly Hill	32117	386-212-9496	mtyson541@bellsouth.net	06/2021
Citizens Advocate - Systems User	Vacant						
Citizens Advocate Council for Early Childhood Services	Renee Gahagan	2204-B South Peninsula Dr	Daytona Beach	32118	386-235-6476	dioprez@aol.com	08/2022
	DJ Lebo	135 Executive Circle Ste 100	Daytona Beach	32114	386-323-2400 x196 386-801-9015 (cell)	djlebo@elcfv.org	02/2020
Agency for Persons with Disabilities	Sylvia Bamburg	1621 NE Waldo Rd Bldg 1	Gainesville	32609	352-955-6424	sylvia.bamburg@apdcares.org	05/2020
TDLCB STAFF SUPPORT							
Volusia County - Transit Services	Ralf Heseler	950 Big Tree Rd	South Daytona	32119	386-756-7496 ext. 4099	rheseler@volusia.org	
Services Division-Alternate	Jacob Lunceford	950 Big Tree Rd	South Daytona	32119	386-756-7496 ext. 4157	jlunceford@volusia.org	
River to Sea TPO	Stephan Harris	1 Deuce Court Ste 100	Daytona Beach	32124	386-226-0422 ext. 20428	sharris@r2ctpo.org	
River to Sea TPO	Donna King	1 Deuce Court Ste 100	Daytona Beach	32124	386-226-0422 ext. 20425	Dking@r2ctpo.org	



**Transportation Disadvantaged Local Coordinating Board (TDLCB)
Meeting Summary
October 18, 2023**

- Approved the minutes of the July 12, 2023 TDLCB meeting
- Reviewed and approved Votran's monthly paratransit reports
- Nominated and approved a motion to elect Mary Tyson for the 2024 TDLCB Vice Chairperson
- Reviewed and recommended approval of the FY 2022/23 Annual Operating Report (AOR) with the following corrections: list five (5) transportation operators for Volusia County Votran in the CTC Coordinated System section; report the actual amount of taxi expense in the CTC expense sources section for purchased transportation services; and add a comment to the CTC Trips section explaining why no shows have increased dramatically since 2022
- Approved the reappointment of the 2024 Quality Assurance Committee members
- Approved the reappointment of the 2024 Grievance Committee members
- Reviewed and Approved the 2024 TDLCB Meeting Schedule
- Received a PowerPoint presentation of VoRide Mobility on Demand Service provided by Via Transportation D/B/A River North Transit, LLC
- Received a PowerPoint presentation on the Neighborhood Center of West Volusia
- Received staff comments regarding the TDLCB Public Hearing and Mobility Week/White Cane Awareness Events
- Received Chairperson comments on the approval by Volusia County Council to purchase nine new fixed-route and paratransit buses
- Received member comments requesting an update on the subcontractors' vehicles not being accessible and the background checks they must undergo

****The next TDLCB meeting will be on Wednesday, January 10, 2024****

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	

2024 Meeting Schedule of the River to Sea TPO Board and Committees

	River to Sea TPO Board	Executive Committee	Technical Coordinating Committee (TCC)	Citizens Advisory Committee (CAC)	Bicycle/Pedestrian Advisory Committee (BPAC)	Trans. Disadvantaged Local Coordinating Board (TDLCB)
2024	4 th Wed. @9:00 a.m.	1 st Wed. @ 9:00 a.m.	3 rd Tues. @ 3:00 p.m.	3 rd Tues. @ 1:15 p.m.	2 nd Wed. @ 2:00 p.m.	2 nd Wed. the first month of every quarter @ 10:00 a.m.*
January	January 24, 2024	January 3, 2024	January 16, 2024	January 16, 2024	January 10, 2024	January 10, 2024
February	February 28, 2024	February 7, 2024	February 20, 2024	February 20, 2024	February 14, 2024	
March	March 27, 2024	March 6, 2024	March 19, 2024	March 19, 2024	March 13, 2024	
April	April 24, 2024	April 3, 2024	April 16, 2024	April 16, 2024	April 10, 2024	April 10, 2024
May	May 22, 2024	May 1, 2024	May 21, 2024	May 21, 2024	May 8, 2024	
June	June 26, 2024	June 5, 2024	June 18, 2024	June 18, 2024	June 12, 2024	
July	**	**	**	**	**	July 10, 2024
August	August 28, 2024	August 7, 2024	August 20, 2024	August 20, 2024	August 14, 2024	
September	September 25, 2024	September 4, 2024	September 17, 2024	September 17, 2024	September 11, 2024	
October	October 23, 2024	October 2, 2024	October 15, 2024	October 15, 2024	October 9, 2024	October 9, 2024
November	November 27, 2024	November 6, 2024	November 19, 2024	November 19, 2024	November 13, 2024	
December	**	**	**	**	**	

* TDLCB Meetings are held at Votran

**Meetings of the TPO Board and Advisory Committees are not held during the months of July and December