



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 12, 2022

TIME: 11:00 a.m.

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

.....
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 701776128# United States, West Palm Beach

Phone Conference ID: 701 776 128#

.....
Volusia County Council Member Barbara Girtman, 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 13, 2021 MEETING MINUTES** *(Contact: Debbie Stewart) (Enclosure, pages 4-9)*

B. **REVIEW AND APPROVAL OF THE OCTOBER 13, 2021 PUBLIC HEARING MINUTES** *(Contact: Debbie Stewart) (Enclosure, pages 10-12)*

III. ACTION ITEMS *(continued)*

C. REVIEW AND APPROVAL OF THE COMMUNITY TRANSPORTATION COORDINATOR'S (CTC) MONTHLY PARATRANSIT REPORTS *(Contact: Ralf Heseler, Votran) (Enclosure, pages 13-19)*

D. REVIEW AND APPROVAL OF VOTRAN'S PARATRANSIT TRIP PRIORITIZATION PROCESS *(Contact: Stephan Harris and Ralf Heseler, Votran) (Enclosure, pages 20-21)*

E. REVIEW AND APPROVAL OF A LETTER OF SUPPORT FOR VOTRAN'S REDESIGNATION AS THE COMMUNITY TRANSPORTATION COORDINATOR (CTC) *(Contact: Stephan Harris) (Enclosure, pages 22-23)*

IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF THE TRANSPORTATION DISADVANTAGED PROGRAM AND PARLIAMENTARY PROCEDURES *(Contact: Stephan Harris and Pamela Blankenship) (Enclosure, pages 24-41)*

V. STAFF COMMENTS *(pages 42-49)*

- 2021 FPTA/CTD Annual Conference Awards
- Paratransit Service Analysis-FPZA Outstanding Planning Study Award
- Public Transportation & TD Legislative Awareness Day on February 16, 2022
- Votran's Temporary Service Changes

VI. TDLCB MEMBER COMMENTS *(page 42)*

VII. TDLCB CHAIRPERSON COMMENTS *(page 42)*

VIII. INFORMATION ITEMS *(Enclosure, pages 42, 50-75)*

- Grievance Committee Meeting Minutes-October 4, 2021
- Paratransit Service Analysis-FPZA Outstanding Planning Study Award
- 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
- 2021 Bipartisan Infrastructure Law
- 2022 R2CTPO Meeting Schedule

IX. ADJOURNMENT *(pages 42)*

****THE NEXT TDLCB MEETING WILL BE ON APRIL 13, 2022****

*TDLCB Agenda
January 12, 2022
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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 prior to 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 12, 2022**

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE OCTOBER 13, 2021 MEETING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each meeting and must be approved by the TDLCB. The October 13, 2021 TDLCB meeting minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE OCTOBER 13, 2021 TDLCB MEETING MINUTES

**Transportation Disadvantaged Local Coordinating Board (TDLCB)
Meeting Minutes
October 13, 2021**

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

TDLCB Members Physically Present:

Jean Cerullo
Doug Hall
Todd Banks
Mary Tyson
Patricia Lipovsky
Victoria Anderson
Ethan Johnson
Barbara Girtman, Chairperson

Representing:

Citizens Advocate
Citizens Advocate, System User
Department of Children and Families – Alternate
Disabled Citizens - Alternate
Elderly Citizens
Health Care Administration
Medical Community - Alternate
Volusia County Council, District 1

TDLCB Members Virtually Present:

Carlos Colón
Susan Pauley

Representing:

Florida Department of Transportation
Vocational Rehab Services

TDLCB Members Absent:

Clayton Jackson (excused)
Sheryl Dick-Stanford
Beverly Johnson
Renee Gahagan (excused)
Christy Gillis (excused)
Judy Craig, Vice Chairperson
Gladys Lacen
Steve Jack (excused)
Bill Hinkle, Jr.(excused)
Robert Watson
Kathy Spencer (excused)

Representing:

Association of Community Action
Agency for Persons with Disabilities
Children at Risk
Citizens Advocate - Alternate
Department of Children and Families
Disabled Citizens
Elder Affairs
Private for Profit
Public Education
Veterans Services Group
Workforce Development Board - Alternate

Others Physically Present:

Pam Blankenship, Recording Secretary
Stephan Harris
Anne Ruby
Ralf Heseler
Kelvin Miller
Glenn Scorza

Representing:

TPO Staff
TPO Staff
Citizen
Votran Staff
Votran Staff
Votran Staff

Others Virtually Present:

Colleen Nicoulin

Representing:

TPO staff

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

Due to the COVID-19 virus, the meeting was held in a hybrid format with eight voting members physically present and two voting members virtually present.

MOTION: *A motion was made by Mr. Hall to allow TDLCB members attending remotely due to COVID-19 precautions to participate and vote. The motion was seconded by Ms. Lipovsky and carried unanimously.*

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the July 14, 2021 TDLCB Meeting Minutes

MOTION: *A motion was made by Ms. Lipovsky to approve the July 14, 2021 TDLCB meeting minutes. The motion was seconded by Mr. Hall and carried unanimously.*

B. Review and Approval of the Community Transportation Coordinator's (CTC) Monthly Paratransit Reports

Mr. Heseler reviewed the Community Transportation Coordinator's (CTC) monthly paratransit reports for June, July and August 2021 and provided comments that the reports reflect stability and a slight increase in ridership in both fixed route and paratransit services.

Chairperson Girtman asked how the current year compares to 2019.

Mr. Heseler replied they are getting closer to the 2019 numbers for both fixed route and paratransit service as each month goes by.

Mr. Miller added that the average daily ridership in 2019 was 1,100; it was approximately 900 both this week and last week.

C. Nomination and Election of TDLCB Vice Chairperson

Mr. Harris provided background on the duties of the TDLCB Vice Chairperson and asked for a nomination for a Vice Chair to begin serving a one-year term at the January 12, 2022 TDLCB meeting.

Ms. Lipovsky volunteered to serve as TDLCB Vice Chairperson.

MOTION: *A motion was made by Mr. Hall to nominate Ms. Patricia Lipovsky as TDLCB Vice Chairperson for 2022. The motion was seconded by Ms. Cerullo and carried unanimously.*

MOTION: *A motion was made by Mr. Hall to elect Ms. Patricia Lipovsky as TDLCB Vice Chairperson. The motion was seconded by Ms. Cerullo and carried unanimously.*

D. Review and Approval of the Memorandum of Agreement (MOA) for Votran's Re-Designation as the Community Transportation Coordinator (CTC)

Mr. Harris provided background information regarding the Memorandum of Agreement (MOA) for Votran's re-designation as the Community Transportation Coordinator (CTC) between Volusia County and the Florida Commission for the Transportation Disadvantaged (CTD). The new MOA will be effective July 1, 2022 through June 30, 2027.

Ms. Lipovsky asked if there were any major changes over the previous MOA.

Mr. Harris replied no; only the dates have changed.

MOTION: *A motion was made by Mr. Hall to approve the Memorandum of Agreement (MOU) for Votran's re-designation as the Community Transportation Coordinator (CTC). The motion was seconded by Ms. Cerullo and carried unanimously.*

E. Review and Approval of the FY 2020/21 Annual Operating Report (AOR)

Mr. Harris provided background information on the FY 2020/21 Annual Operating Report (AOR); it covers the period from July 1, 2020 through June 30, 2021. The draft AOR was revised after the agenda was sent so an updated AOR was emailed to members for review yesterday. He introduced Mr. Glenn Scorza, Votran, to provide further information regarding the AOR.

Mr. Scorza explained the revised AOR reflected a change to the methodology; the original report reflected only TD paratransit trips. The revised AOR reports on the entire paratransit service; both methods are acceptable to the CTD but this method will be used going forward.

MOTION: *A motion was made by Mr. Hall to approve the FY 2020/21 Annual Operating Report (AOR). The motion was seconded by Ms. Lipovsky and carried unanimously.*

F. Appointment/Reappointment of Quality Assurance Committee (QAC) Members

Mr. Hall, Mr. Colón, Ms. Lipovsky agreed to continue to serve and Ms. Tyson volunteered to serve.

MOTION: *A motion was made by Ms. Cerullo to re-appoint Mr. Hall, Mr. Colón, and Ms. Lipovsky and to appoint Ms. Tyson to the Quality Assurance Committee (QAC). The motion was seconded by Mr. Hall and carried unanimously.*

G. Appointment/Reappointment of Grievance Committee Members

Mr. Hall, Mr. Colón, Ms. Lipovsky agreed to continue to serve and Ms. Tyson volunteered to serve.

MOTION: *A motion was made by Ms. Cerullo to re-appoint Mr. Hall, Mr. Colón, and Ms. Lipovsky and to appoint Ms. Tyson to the Grievance Committee. The motion was seconded by Mr. Hall and carried unanimously.*

H. Review and Approval of the 2022 TDLCB Meeting Schedule

MOTION: *A motion was made by Mr. Hall to approve the 2022 TDLCB meeting schedule The motion was seconded by Ms. Lipovsky and carried unanimously.*

IV. Presentations and Discussion Items

A. Presentation and Discussion of the River to Sea TPO's Paratransit Service Analysis

Mr. Harris gave a PowerPoint presentation of the Paratransit Service Analysis and stated the analysis was initiated due to the growing demand for paratransit and transportation disadvantaged (TD) service at the local, state, and national levels. They wanted to identify what changes have occurred in the industry and how they have positively or negatively impacted service provisions and cost efficiencies and find opportunities to fix issues that were identified; she reviewed those changes.

Chairperson Girtman referred to the Bus Stop Implementation Plan for 2023 and asked if there are any details.

Mr. Harris replied that Votran has been working on a bus stop inventory study and noted that it is something that could be potentially federally funded if Votran desires to do so; the TPO can also contribute to some of the cost.

Discussion continued regarding the recommendations.

B. Presentation and Discussion of the FY 2020/21 R2CTPO Public Involvement Activities Summary

Ms. Blankenship gave a PowerPoint presentation of the draft FY 2020/21 Public Involvement Activities Summary. She explained how COVID-19 affected public outreach throughout the year and the events that were cancelled due to the pandemic. She reviewed the new ways the TPO conducted public outreach and the social media

outreach conducted through Facebook and Twitter. Promotional and informational items were distributed at the few in-person events that were held. She reviewed the upcoming outreach events and activities.

V. Staff Comments

→ FPTA/CTD Annual Conference + EXPO

Mr. Harris announced the FPTA/CTD Annual Conference and Expo will be held October 25, 2021 through October 27, 2021 at the Ocean Center in Daytona Beach.

Mr. Hall asked if a virtual option will be offered for this conference.

Mr. Harris replied he will find out and get back to him.

→ TDLCB Annual Public Hearing

Mr. Harris announced the annual TDLCB public hearing will held immediately following this meeting at 12:15 pm.

→ Update on Votran services during COVID-19 pandemic

Mr. Miller stated Votran is still implementing the mask mandate on all Votran buses and in all facilities; the mandate is set to expire in January 2022. As of this past Sunday, Votran has issued approximately 497,000 masks. He noted fixed route service is currently down 39% over 2021 and paratransit is down 38% over 2019. Regarding the 2020 numbers; fixed route is down approximately 27% and paratransit is down approximately 12%. Paratransit is seeing an increase over the last three months of about 40% over 2020/21 numbers.

VI. TDLCB Member Comments

There were no TDLCB member comments.

VII. TDLCB Chairperson Comments

Chairperson Girtman noted the Grievance Committee recently met to discuss a grievance and it was concluded that there are not grievance procedures for fixed route services; she asked if there is a reason for this since there are grievance procedures for Votran's Gold service. There does not seem to be a consistent policy in handling incidents on fixed route service.

Mr. Miller replied that Votran is working on this now; there were not previous grievance procedures for fixed route and he noted there is no agency overseeing fixed route service grievances other than Votran staff.

Ms. Lipvosky asked for an update on the Mobility on Demand (MOD) service.

Mr. Miller replied that the Volusia County Council approved Votran's consultant, Tindale Oliver, to conduct a study for MOD service on October 5, 2021.

Chairperson Girtman asked for an update on the bus stop inventory study.

Mr. Miller replied it was determined there were five locations to place bus benches and one for a shelter; Votran's contractor is currently searching for a sub-contractor to perform the work. Votran has also reached out to the county two weeks ago for this work and is still awaiting a response.

Mr. Johnson referred to the update on ridership and noted that the COVID-19 numbers from July and August did not seem to impact the ridership numbers.

Mr. Hall stated that each year at this time, we acknowledge White Cane Awareness Day; this year, the committee met and decided that instead of just crossing an intersection, they would like to do a series of public education outreach activities to various entities to make the public more aware of pedestrian safety.

Mr. Heseler referred back to the comments regarding the FPTA/CTD Conference and noted that at this time, there are no links available for the public to participate; he noted that the intent of this conference is geared toward the transit agencies and their employees.

VIII. Information Item)

- 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

IX. Adjournment

The meeting was adjourned at 12:01 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**VOLUSIA COUNTY COUNCIL MEMBER BARBARA GIRTMAN, 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 13, 2021 regular meeting of the Transportation Disadvantaged Local Coordinating Board (TDLCB), approved and duly signed this 12th day of January 2022.

**DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**SUMMARY SHEET
TDLCB
JANUARY 12, 2022**

III. ACTION ITEMS

B. REVIEW AND APPROVAL OF THE OCTOBER 13, 2021 PUBLIC HEARING MINUTES

BACKGROUND INFORMATION:

Minutes are prepared for each public hearing and must be approved by the TDLCB. The October 13, 2021 public hearing minutes are provided with this agenda packet for your review.

ACTION REQUESTED:

MOTION TO APPROVE THE OCTOBER 13, 2021 PUBLIC HEARING MINUTES

Transportation Disadvantaged Public Hearing Minutes

Votran

950 Big Tree Road

South Daytona FL 32119

October 13, 2021

TD Public Hearing Attendees Physically Present:

TDLCB Chairperson Barbara Girtman

Doug Hall, TDLCB

Patricia Lipovsky, TDLCB

Jean Cerullo, TDLCB

Anne Ruby, Citizen

Big John, press

Pam Blankenship, TPO staff

Stephan Harris, TPO staff

Ralf Heseler, Votran staff

TD Public Hearing Attendees Virtually Present:

Carlos Colón, FDOT

Due to COVID-19, the hearing was held in a hybrid format with three TDLCB voting members physically present and one TDLCB voting member virtually present.

Florida Statutes require a physical quorum to be physically present and allows the use of telephone and video conferencing.

TDLCB Chairperson Barbara Girtman opened the Transportation Disadvantaged Public Hearing at 12:15 p.m.

Mr. Big John, press, commented that Mr. Kelvin Miller, General Manager of Votran, is not in attendance for this public hearing; he thanked the TDLCB members, Votran and TPO staff that are in attendance. Staff is working hard but nothing is getting done. Mr. Miller reported earlier that five new bus benches and one shelter are being installed; however, there are 2,600 bus stops with only 300 benches and 45 shelters so there is still room for improvement. Ms. Lipovsky had asked about mobility-on-demand (MOD) and the response was Votran is hiring a consultant; he wants to know when that consultant will be hired, how much they will be paid and when they will deliver a product. He would also like to know how he can motivate the TDLCB to get things done. We need more bus stop benches, shelters, and sidewalks that lead to the bus stops. He publicly requested information on the exact number of benches and shelters that are in place to ensure his numbers are correct. He suggested again his idea of using Creative Outdoor Advertising or other agencies; Creative Outdoor Advertising installed 61 benches and five shelters in Daytona Beach for free which is much better than what Votran is doing. The government needs to get out of the way and let private companies put benches anywhere they want. Chairperson Girtman replied that there is the correct way to do it because Votran is attached to the bus stops and there is Americans with Disabilities Act (ADA) compliance to consider. It is not as simple as just allowing them to install benches anywhere.

Mr. John stated that could be included in the bid; the 61 benches Creative Outdoor Advertising installed are ADA compliant and they know the rules regarding ADA. He suggested they ask the city of Daytona Beach if they are happy with the benches.

Chairperson Girtman replied that the feedback she has received is that everything is not as it appears but if it is worth pursuing in an orderly way; she will look into it.

Mr. John put in another public information request regarding the consultant, Tindale Oliver & Associates, and the status of the mobility-on-demand (MOD) service plan. He noted that only a few TDLCB members are in attendance for this public hearing and asked how we can get the public more involved in the process.

Chairperson Girtman thanked him for his comments and encouraged him to share with the public that this hearing is their opportunity to share their concerns.

Mr. Hall referred to comments made by Mr. John in the past regarding development in West Volusia County; thousands of homes are also being built there. There is little public transportation service in that area; he encouraged Votran to look at expanding and for the Volusia County Council to fund it. There are a number of businesses and stores moving out there from downtown where people can get to them; public transportation services are not available where those businesses are moving. He encouraged Votran to look at providing more services in that area. He referred to Sam's Club and the fact that there is a huge parking lot to cross from the bus stop to the store.

Chairperson Girtman replied we need to give an opportunity for more customized services to be evaluated because a fixed route bus stopping where people have to walk a far distance need a different look at that type of environment and what is needed. Perhaps the development needs to look at mobility around the complex; not everything is a Votran problem. Her understanding is there is a bus stop at Sam's Club but it may not be in the most optimum location and may need to be revisited. This was done right before COVID-19 so we cannot prove what the true need during a time like the last 18 months; we need to provide an opportunity to discover the true need and the find the best path forward in a cost-efficient way.

Discussion continued regarding the bus stop at Sam's Club and transit service in that area and how to get more public input on what is really needed.

Having no further comments, TDLCB Chairperson Girtman closed the public hearing at 12:40 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**VOLUSIA COUNTY COUNCIL MEMBER BARBARA GIRTMAN, 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 13, 2021 Transportation Disadvantaged Public Hearing approved and duly signed this 12th day of January 2022.

**DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**SUMMARY SHEET
TDLCB
JANUARY 12, 2022**

III. ACTION ITEMS

C. REVIEW AND APPROVAL OF THE COMMUNITY TRANSPORTATION COORDINATOR'S (CTC) MONTHLY PARATRANSIT REPORTS

BACKGROUND INFORMATION:

The Community Transportation Coordinator's report provides statistical information every month on the transportation services provided by Votran and the contracted transportation providers. The reports for September, October, and November 2021 are enclosed for your review. Staff will be available to answer questions regarding the reports.

ACTION REQUESTED:

MOTION TO APPROVE THE COMMUNITY TRANSPORTATION COORDINATOR'S (CTC) MONTHLY PARATRANSIT REPORTS

MONTHLY TRANSPORTATION DISADVANTAGED REPORT						
	SEP, 2021 VOTRAN	SEP, 2020 VOTRAN	SEP, 2021 CONTRACTED	SEP, 2020 CONTRACTED	SEP, 2021 TOTAL	SEP, 2020 TOTAL
TOTAL PASS TRIPS	12,978	9,326	5,641	5,364	18,619	14,690
TRIP PURPOSE						
Medical	5,997	4,458	2,341	2,714	8,338	7,172
Nutrition	520	64	74	43	594	107
Other	52	44	16	19	68	63
Education	2,918	2,077	1,179	918	4,097	2,995
Shopping	1,033	1,067	312	388	1,345	1,455
Work	2,458	1,616	1,719	1,282	4,177	2,898
PASSENGER TYPE						
Disabled	12,691	8,393	5,635	5,354	18,326	13,747
Elderly	287	899	6	10	293	909
Child	0	34	0	0	0	34
TRIP TYPE						
Ambulatory	9,418	6,811	4,489	4,048	13,907	10,859
Wheelchair	3,560	2,515	1,152	1,316	4,712	3,831
TOTAL COMPLAINTS	20	4	1	3	21	7
Discourtesy	0	0	0	0	0	0
Safety	1	0	0	0	1	0
Early	0	0	0	0	0	0
Late	15	3	0	3	15	6
Driver	0	0	0	0	0	0
Schedule/Routes	0	0	0	0	0	0
Vehicle/Equipment	0	0	1	0	1	0
Other	4	1	0	0	4	1
TOTAL ACCIDENTS	1	0	0	0	1	0
CHARGEABLE:						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	1	0	0	0	1	0
NON-CHARGEABLE:						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	0	0	0	0	0	0
CANCELLATIONS	875	687	394	403	1,269	1,090
NO SHOWS	577	343	259	201	836	544
REVENUE MILES	131,652	97,237	40,456	36,521	172,108	133,758
REVENUE HOURS	7,384	6,143	2,676	2,770	10,060	8,913

MONTHLY TRANSPORTATION DISADVANTAGED REPORT						
	OCT, 2021 VOTRAN	OCT, 2020 VOTRAN	OCT, 2021 CONTRACTED	OCT, 2020 CONTRACTED	OCT, 2021 TOTAL	OCT, 2020 TOTAL
TOTAL PASS TRIPS	13,802	9,844	5,564	6,149	19,366	15,993
TRIP PURPOSE						
Medical	6,151	4,260	2,245	2,980	8,396	7,240
Nutrition	559	81	81	52	640	133
Other	53	59	11	24	64	83
Education	3,204	2,546	1,189	1,166	4,393	3,712
Shopping	1,229	1,143	346	490	1,575	1,633
Work	2,606	1,755	1,692	1,437	4,298	3,192
PASSENGER TYPE						
Disabled	13,513	9,506	5,559	6,011	19,072	15,517
Elderly	289	338	5	138	294	476
Child	0	0	0	0	0	0
TRIP TYPE						
Ambulatory	10,006	7,396	4,394	4,658	14,400	12,054
Wheelchair	3,796	2,448	1,170	1,491	4,966	3,939
TOTAL COMPLAINTS	21	6	0	5	21	11
Discourtesy	0	0	0	0	0	0
Safety	0	1	0	3	0	4
Early	13	0	0	0	13	0
Late	0	5	0	2	0	7
Driver	0	0	0	0	0	0
Schedule/Routes	0	0	0	0	0	0
Vehicle/Equipment	0	0	0	0	0	0
Other	8	0	0	0	8	0
TOTAL ACCIDENTS	0	0	0	0	0	0
CHARGEABLE:						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	0	0	0	0	0	0
NON-CHARGEABLE:						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	0	0	0	0	0	0
CANCELLATIONS	972	629	397	394	1,369	1,023
NO SHOWS	583	361	227	226	810	587
REVENUE MILES	137,625	108,939	39,260	42,601	176,885	151,540
REVENUE HOURS	7,517	71,428	2,609	3,220	10,126	74,648

MONTHLY TRANSPORTATION DISADVANTAGED REPORT

	NOV, 2021 VOTRAN	NOV, 2020 VOTRAN	NOV, 2021 CONTRACTED	NOV, 2020 CONTRACTED	NOV, 2021 TOTAL	NOV, 2020 TOTAL
TOTAL PASS TRIPS	12,909	8,912	5,060	5,420	17,969	14,332
TRIP PURPOSE						
Medical	5,996	3,972	2,093	2,680	8,089	6,652
Nutrition	540	140	33	54	573	194
Other	47	43	26	7	73	50
Education	2,990	2,105	1,018	1,005	4,008	3,110
Shopping	1,058	1,079	316	448	1,374	1,527
Work	2,278	1,573	1,574	1,226	3,852	2,799
PASSENGER TYPE						
Disabled	12,605	8,555	5,050	5,405	17,655	13,960
Elderly	304	345	10	15	314	360
Child	0	12	0	0	0	12
TRIP TYPE						
Ambulatory	9,421	6,500	3,993	4,069	13,414	10,569
Wheelchair	3,488	2,412	1,067	1,351	4,555	3,763
TOTAL COMPLAINTS	13	5	0	3	13	8
Discourtesy	0	0	0	0	0	0
Safety	1	0	0	1	1	1
Early	0	0	0	0	0	0
Late	9	4	0	2	9	6
Driver	0	0	0	0	0	0
Schedule/Routes	0	0	0	0	0	0
Vehicle/Equipment	0	0	0	0	0	0
Other	3	1	0	0	3	1
TOTAL ACCIDENTS	0	0	0	0	0	0
CHARGEABLE:						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	0	0	0	0	0	0
NON-CHARGEABLE:						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	0	0	0	0	0	0
CANCELLATIONS	1,029	673	400	410	1,429	1,083
NO SHOWS	562	314	218	191	780	505
REVENUE MILES	127,278	96,624	37,399	38,457	164,677	135,081
REVENUE HOURS	7,060	5,940	2,459	2,906	9,519	8,846

Votran Summary of Transportation Disadvantaged Boardings

WHEELCHAIR BOARDINGS

	Aug 2021	Aug 2020	Difference	Sep 2021	Sep 2020	Difference
Fixed route	9,344	7,393	26.4%	9,818	8,030	22.3%
Paratransit	3,450	3,665	-5.9%	4,712	3,831	23.0%
Flex	88	119	-26.1%	83	107	-22.4%
TOTAL	12,882	11,177	15.3%	14,613	11,968	22.1%

TOTAL BOARDINGS

Fixed Route	178,552	165,875	7.6%	174,406	167,582	4.1%
Paratransit	17,829	12,462	43.1%	18,619	14,690	26.7%
New Smyrna Flex	1,693	1,113	52.1%	1,631	1,210	34.8%
Paratransit and Flex	19,522	13,575	43.8%	20,250	15,900	27.4%

Sep 2021 Sep 2020

YTD Paratransit Actual boardings	179,266	188,374	-4.8%
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Votran Summary of Transportation Disadvantaged Boardings

WHEELCHAIR BOARDINGS

	Oct 2021	Oct 2020	Difference	Nov 2021	Nov 2020	Difference
Fixed route	6,557	9,169	-28.5%	10,783	9,083	18.7%
Paratransit	4,966	3,939	26.1%	4,555	3,763	21.0%
Flex	73	114	-36.0%	70	80	-12.5%
TOTAL	11,596	13,222	-12.3%	15,408	12,926	19.2%

TOTAL BOARDINGS

Fixed Route	179,817	179,222	0.3%	170,157	155,374	9.5%
Paratransit	19,366	15,993	21.1%	17,969	14,332	25.4%
New Smyrna Flex	1,589	1,387	14.6%	1,527	1,248	22.4%
Paratransit and Flex	20,955	17,380	20.6%	19,496	15,580	25.1%

Nov 2021 Nov 2020

YTD Paratransit Actual boardings	40,451	32,960	22.7%
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VOTRAN FLEX SERVICE REPORT -- TDLCB meeting

Sep-21	FLEX 42	FLEX 43	FLEX 44	TOTAL
TOTAL PASS TRIPS	508	714	409	1,631
TRIP TYPE				
Ambulatory	456	684	408	1,548
Wheelchair	52	30	1	83
MILES	2002	2335	2,888	7,225
HOURS	263	281	263	807

Oct-21	FLEX 42	FLEX 43	FLEX 44	TOTAL
TOTAL PASS TRIPS	713	695	181	1,589
TRIP TYPE				
Ambulatory	672	663	181	1,516
Wheelchair	41	32	0	73
MILES	3982	2422	2,592	8,996
HOURS	481	304	244	1029

Nov-21	FLEX 42	FLEX 43	FLEX 44	TOTAL
TOTAL PASS TRIPS	498	692	337	1,527
TRIP TYPE				
Ambulatory	468	652	337	1,457
Wheelchair	30	40	0	70
MILES	2355	2216	2,534	7,105
HOURS	324	287	246	857

**SUMMARY SHEET
TDLCB
JANUARY 12, 2022**

III. ACTION ITEMS

D. REVIEW AND APPROVAL OF VOTRAN'S PARATRANSIT TRIP PRIORITIZATION PROCESS

BACKGROUND INFORMATION:

Votran is currently experiencing a shortage of commercial drivers for paratransit and fixed-route vehicles. The driver shortage has necessitated service changes and is the impetus for a draft Paratransit Trip Prioritization Process. Votran staff will provide a presentation on paratransit and fixed-route service changes and the draft Paratransit Trip Prioritization Process.

ACTION REQUESTED:

MOTION TO APPROVE VOTRAN'S PARATRANSIT TRIP PRIORITIZATION PROCESS



December 14, 2021

**UPDATE TO THE VOTRAN GOLD USER GUIDE
UPDATE TO THE TRANSPORTATION DISADVANTAGED SERVICE
PLAN (TDSP)**

Prioritization of Transportation Disadvantaged Trip Procedure

On a temporary basis, due to the national, and local driver shortage, paratransit transportation disadvantaged service trips will be prioritized based on the purpose of the trip, with medical trips first priority. The need to prioritize paratransit trips will be evaluated on a daily basis, based on the availability of personnel and the number of trips scheduled. If trip demand exceeds the available resources, trips will be denied based on the priority trip list below.

During these temporary changes, every effort will be made to complete every trip requested

- Medical
- Employment
- Nutritional
- Group Recreational
- Social (agency related activities)
- Personal Business

There are no changes to the trips provided for those under the Americans with Disabilities Programs.

**SUMMARY SHEET
TDLCB
JANUARY 12, 2022**

III. ACTION ITEMS

**E. REVIEW AND APPROVAL OF A LETTER OF SUPPORT FOR VOTRAN'S REDESIGNATION
AS THE COMMUNITY TRANSPORTATION COORDINATOR (CTC)**

BACKGROUND INFORMATION:

A draft letter of support for Votran's redesignation as the Community Transportation Coordinator (CTC) for Volusia County is provided with this agenda packet for your review.

ACTION REQUESTED:

***MOTION TO APPROVE A LETTER OF SUPPORT FOR VOTRAN'S REDESIGNATION AS THE
COMMUNITY TRANSPORTATION COORDINATOR (CTC)***



January 12, 2022

FILE: BG-2022-001

Mr. Phil Stevens, Chairperson
Commission for the Transportation Disadvantaged
605 Suwannee Street, MS-49
Tallahassee, FL 32399-0450

Subject: Community Transportation Coordinator Redesignation for Votran

Dear Mr. Chairperson:

The County of Volusia d/b/a Votran has been the Community Transportation Coordinator (CTC) since 1993.

On April 14, 2021, the River to Sea Transportation Planning Organization's Transportation Disadvantaged Local Coordinating Board (TDLCB) approved the annual evaluation for Votran. On October 13, 2021, the TDLCB approved a draft Memorandum of Agreement for Votran's CTC redesignation. Votran was recognized as the Outstanding System of the Year at the 2021 Florida Public Transportation Association/Commission for the Transportation Disadvantaged Annual Conference and continues to provide exemplary service.

Therefore, the TDLCB deems it appropriate and in the best interest of the transportation disadvantaged for Votran to continue in its designated role as the CTC until June 30, 2027.

Sincerely,

Volusia County Councilmember Barbara Girtman
Chairperson, Transportation Disadvantaged Local Coordinating Board

cc: Billie Wheeler, Chairperson, River to Sea TPO
Colleen Nicoulin, Interim Executive Director, River to Sea TPO
Stephan Harris, Transportation Planner-Project Manager, River to Sea TPO

**SUMMARY SHEET
TDLCB
JANUARY 12, 2022**

IV. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF THE TRANSPORTATION DISADVANTAGED PROGRAM AND PARLIAMENTARY PROCEDURES

BACKGROUND INFORMATION:

The purpose of this training is to provide an overview of the Transportation Disadvantaged Program, Parliamentary Procedures, and to answer questions about the roles and responsibilities of TDLCB members.

ACTION REQUESTED:

NO ACTION IS REQUIRED UNLESS OTHERWISE DIRECTED BY THE TDLCB

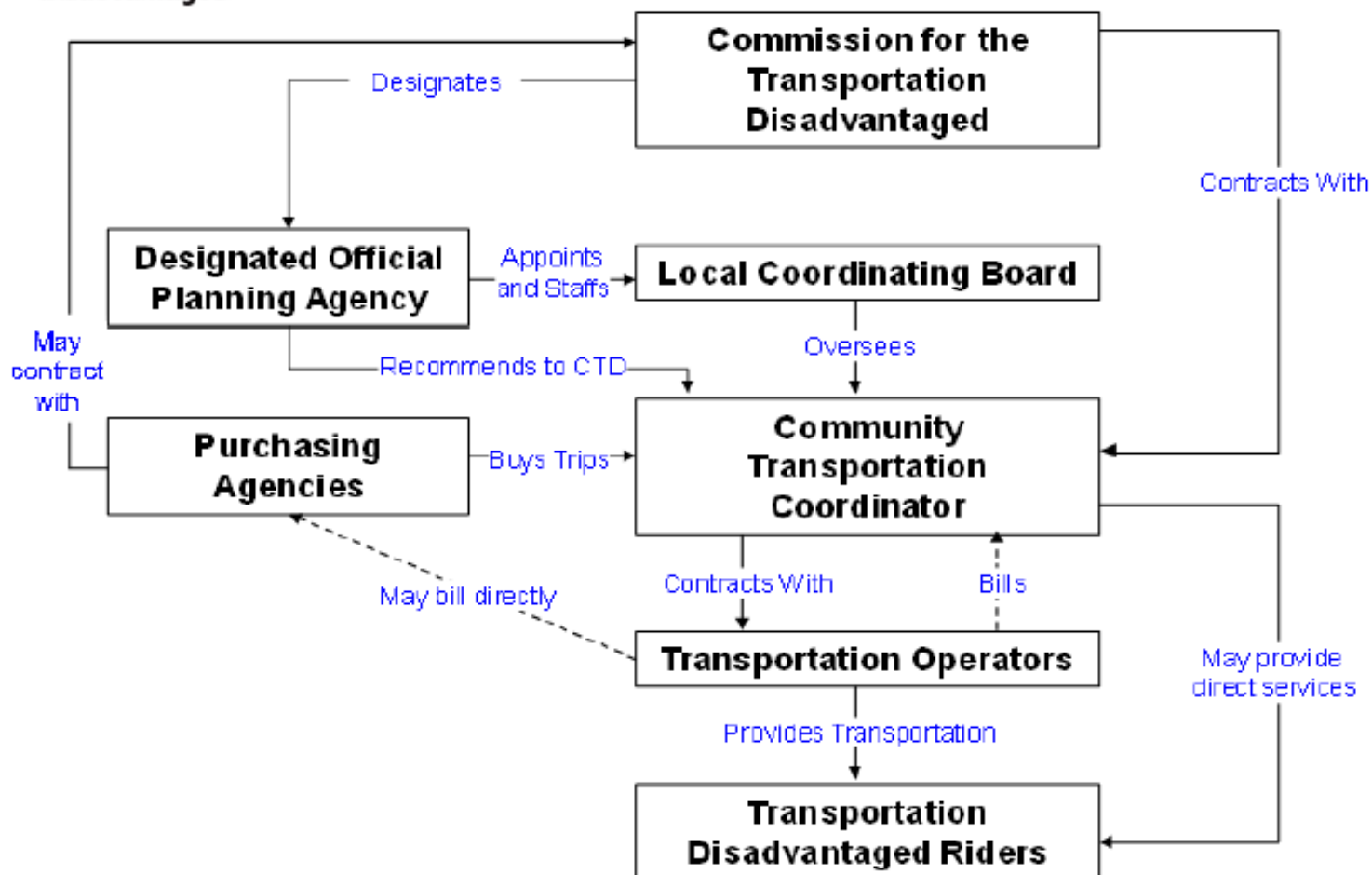


Transportation Disadvantaged Local Coordinating Board (TDLCB) Annual Member Training

January 12, 2022

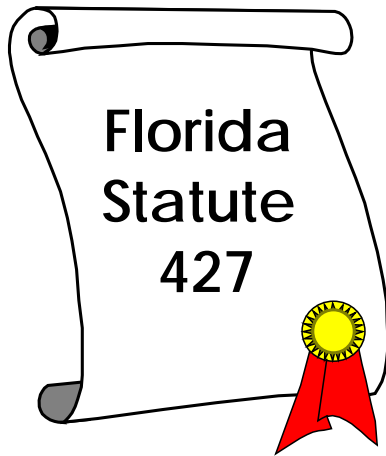


Coordinated Transportation System Organization





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



Who Do We Serve?

Transportation Disadvantaged Riders

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





Transportation
Disadvantaged

They Could Need A Ride To...

- Medical Services
- Work
- School
- Grocery Store



Duties of the TDLCB

- Assists Votran in establishing eligibility guidelines and trip priorities
- Recommends CTC designation every 5 years and evaluates CTC annually
- 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



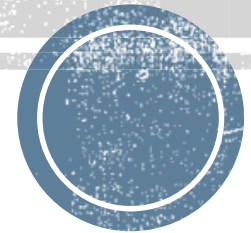
TDLCB Board Structure



Members are appointed by the River to Sea TPO

1. Chairperson (Volusia County Council Member Barbara Girtman)
2. Vice-Chairperson (Patricia Lipovsky)
3. FDOT (Carlos Colon)
4. FDCF (Julia Marshall)
5. Public Education Community (Bill Hinkle, Jr.)
6. FDOE (Cynthia Tucker)
7. Veterans Representative (Robert Watson)
8. Florida Assoc. for Community Action (Clayton Jackson)
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 (Gladys Lacen)
15. Private for Profit (Steve Jack)
16. Florida Agency for Healthcare Admin. (Victoria Anderson)
17. Agency for Persons with Disabilities (Sheryl Dick-Stanford)
18. Regional Workforce Development Board (Robin King)
19. FDOH in Volusia County (Patricia Boswell)

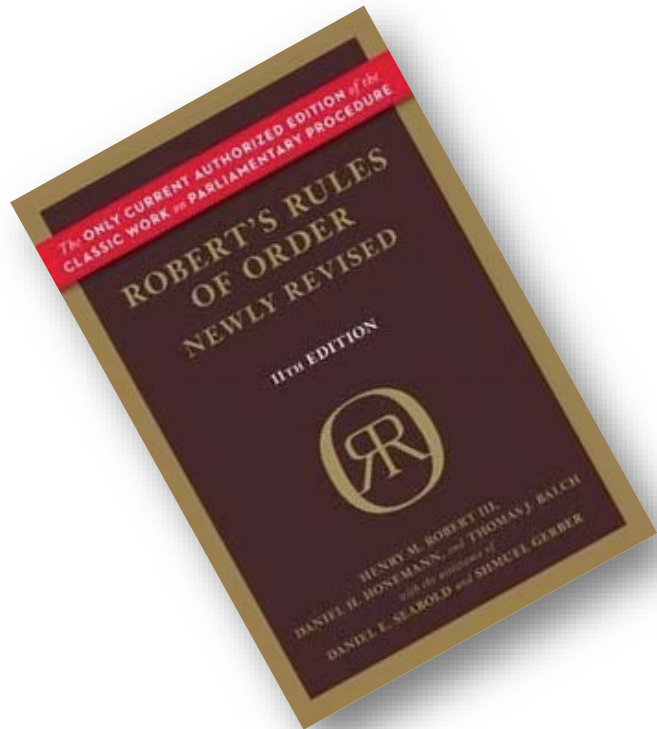
Parliamentary Procedures/Robert's Rules of Order



*Presentation to the TDLCB
January 12, 2022*

Purpose of Parliamentary Procedures & Robert's Rules of Order (ROR)

Methods to conduct business at meetings that allow everyone to be heard and to make decisions without confusion



Motions



MAIN MOTION:

A stated proposal which a committee takes action on; only one main motion on the floor at a time

Ex: I move to approve the October 13, 2021 TDLCB meeting minutes

AMENDMENT:

Modifies the pending motion prior to it being voted on

Ex: I move to amend the motion to approve the October 13, 2021 TDLCB meeting minutes to strike the words “1,000 no-shows” and add the words “1,200 no-shows”

VOTING STRUCTURE:

Vote on the Amendment FIRST, and then the Main Motion “as amended”



Motions continued...



POSTPONE DEFINITELY (POSTPONE TO A CERTAIN DATE/TIME):

Postpones discussion and action on agenda item to be taken up later in the meeting or at the next scheduled meeting

Ex: I move to postpone the approval of the October 13, 2021 TDLCB meeting minutes until the January 12, 2022 TDLCB meeting.

POSTPONE INDEFINITELY:

Kills the motion for the duration of the meeting without having to vote on it

Ex: I move to postpone indefinitely the approval of the October 13, 2021 TDLCB meeting minutes.



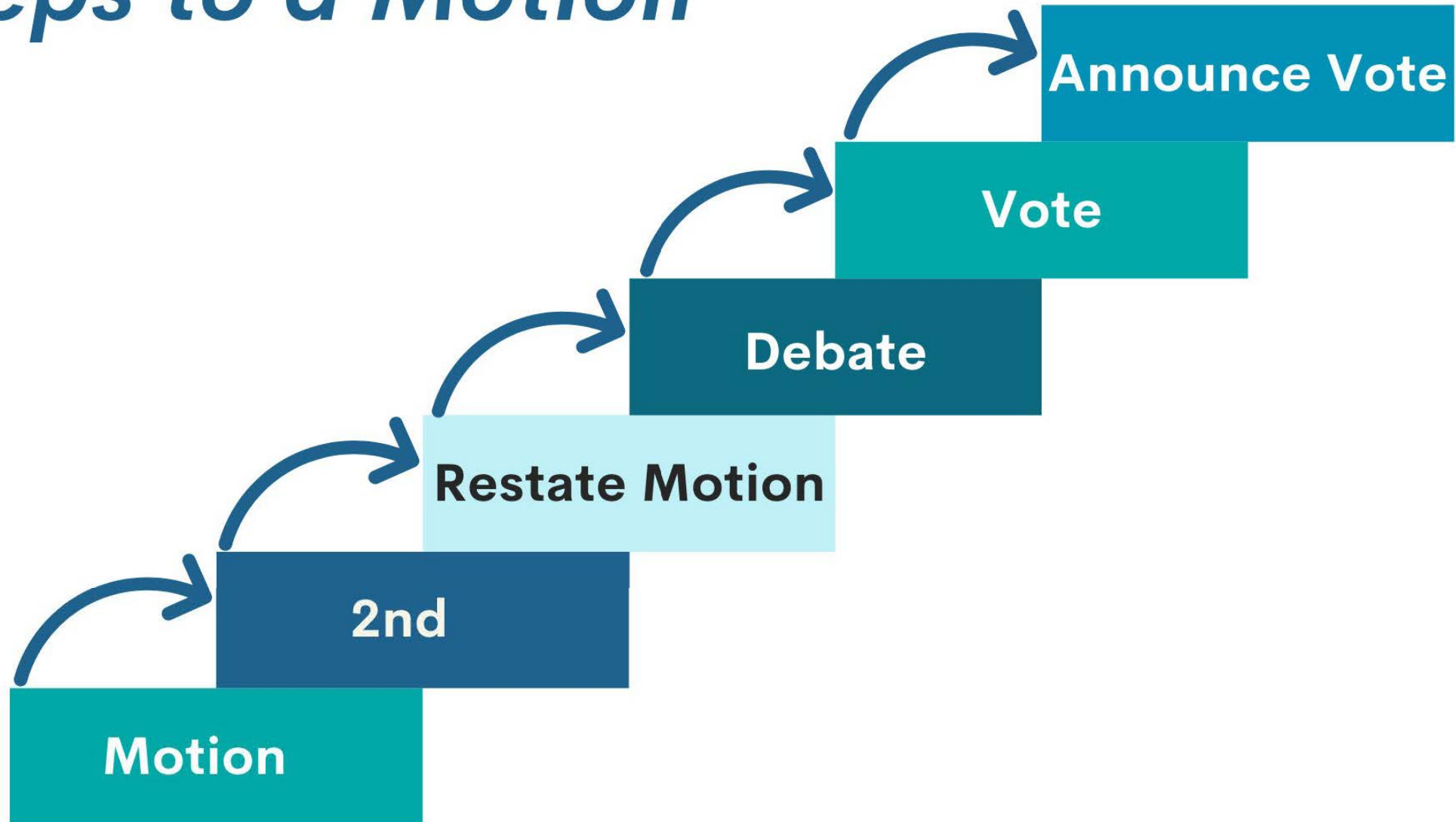
Steps to a Motion

- 1. Motion:** Committee member makes a motion
- 2. Second:** Another member seconds the motion
- 3. Restate Motion:** Chair restates the motion*
- 4. Debate:** The members debate the motion
- 5. Vote:** Chair asks for affirmative votes, then negative votes
- 6. Announce the Vote:** Chair announces the results of the vote

**A motion belongs to the committee and not the maker of the motion once the chair restates it and opens the floor for debate.*



Steps to a Motion

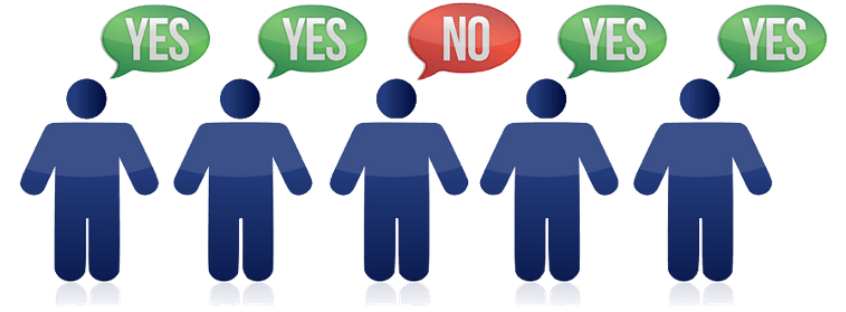


Withdrawing a Motion

- ✓ A motion may be withdrawn by the maker only until the Chair restates the motion and opens the discussion up for debate
- ✓ Once a motion is released for debate, the maker of the motion must request permission from the floor (now the owners of the motion) to withdraw the motion; can be done by a consensus, although if it is not unanimous then a vote must be taken



Voting



Quorum: Robert's Rules define a quorum as a majority; however, TDLCB Bylaws define a quorum as six (6) voting members and the TDLCB Bylaws take precedence over ROR

Silence: Silence means consent and therefore a “**yes**” vote



Abstention from Voting

Members must abstain when there is, or appears to be, a possible conflict of interest:

- ✓ **Conflict of Interest:** Special private gain or loss which means an economic benefit or harm could result; relatives
- ✓ **Form 8B, Memorandum of Voting Conflict:** conflict of interest should be disclosed prior to or at the meeting where the vote will take place; Form 8B must be filled out within 15 days of abstaining from a vote

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS	
LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTEE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)





Questions?



**SUMMARY SHEET
TDLCB
JANUARY 12, 2022**

V. STAFF COMMENTS

- 2021 FPTA/CTD Annual Conference Awards
- Paratransit Service Analysis-FPZA Outstanding Planning Study Award
- Public Transportation & TD Legislative Awareness Day on February 16, 2022
- Votran's Temporary Service Changes

VI. TDLCB MEMBER COMMENTS

VII. TDLCB CHAIRPERSON COMMENTS

VIII. INFORMATION ITEMS

- Grievance Committee Meeting Minutes-October 4, 2021
- Paratransit Service Analysis-FPZA Outstanding Planning Study Award
- 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
- 2021 Bipartisan Infrastructure Law
- 2022 R2CTPO Meeting Schedule

IX. ADJOURNMENT

****THE NEXT TDLCB MEETING WILL BE ON APRIL 13, 2022****

Votran honored at 2021 FPTA Awards

November 5, 2021

Volusia County's public transit system drove off with six statewide awards and three recognitions following the Florida Public Transportation Association's (FPTA) annual conference at the Ocean Center last week.

Votran received the 2021 Bus Safety Excellence Gold Award and the Outstanding System of the Year Award. The agency also received marketing awards for its safety and internal COVID-19 information campaigns.



John Foderaro, a master technician with Votran for 41 years, was named Florida's Technician of the Year. Votran bus operator Patricia Speranza was the recipient of the newest FPTA Award—Transit Hero of the Year—for quickly and safely evacuating her bus during a serious incident. Speranza ensured all passengers were accounted for and in a safe location while waiting for emergency responders.

Maintenance Trainer Scott Groth was recognized for graduating from the Center for Urban Transportation/ FDOT Certified Transit Technician Program, while Safety and Training Supervisor Tamika Whitaker was celebrated for graduating from the FPTA Leadership Training Program. Steve Jack of Med-One Shuttle, who contracts with Votran to provide Gold Service trips, was named Volunteer of the Year.

Votran is no stranger to awards, having won dozens of FPTA awards for marketing, safety and service over the years.

2022 Public Transportation & Transportation Disadvantaged Awareness Day



Join Us At The Rally

The awareness rally will include various speakers such as statewide advocates and policymakers, as well as entertainment. The rally will kickoff at 10:55 a.m. in the Capitol Courtyard.



Enjoy Lunch in the Capitol Courtyard

From 12:00 – 1:00 p.m., a box lunch along with seating will be provided. Lunch is free and open to the public. Box lunch is distributed on a first-come, first-served basis until all lunches are gone.



Meet With Legislators

It is time to make your voice heard! Throughout the day we encourage you to take time to meet with your legislators and express the issues that are important to you.



Visit Exhibit Tables

Exhibit tables will open at 8:30 a.m. under the Senate Portico. Visit with a wide variety of organizations for information, resources and more!

2022 Public Transportation & Transportation Disadvantaged Awareness Day

Wednesday, February 16, 2022 | Tallahassee



Schedule of Events

Date: February 16, 2022

Location: Capitol Courtyard and Senate Portico (West End)
(Tentative Schedule)

- Public Arrives: 8:30 a.m.
- Exhibit Tables: 8:30 a.m. – 1:30 p.m.
- National Anthem/Rally Kick-off: 10:55 a.m.
- Rally: 11:00 a.m. – 12:00 p.m.
- Lunch: 12:00 – 1:00 p.m.

Weather Considerations: Rally to be held on steps of old Capitol in courtyard, weather permitting. If inclement weather, rally will take place at the Senate Portico.

Exhibitor/Vehicle Display Schedule

- Admin/Exhibit Setup: 7:30 a.m.
- Vehicles Load in: Before 8:00 a.m.
- Courtyard Breakdown: 1:30 p.m.

Votran implements temporary service changes

News releases

Posted On: December 15, 2021

Just like many transit agencies throughout the country, Votran is experiencing challenges maintaining pre-pandemic staffing levels. To prevent a disruption in service to customers, Votran will implement temporary service adjustments.



Effective immediately, the service window for Votran's paratransit, call-ahead curb service will change from one hour to 90 minutes for in-town trips and from two hours to three hours for cross-county trips.

Additionally, paratransit transportation disadvantaged service will be prioritized based on the purpose of the trip, with medical trips and riders with ADA needs receiving first priority. The need to prioritize paratransit trips will be evaluated on a daily basis, based on the availability of personnel and the number of trips scheduled. During these temporary changes, every effort will be made to complete every trip requested.

Effective Saturday, Jan. 8, fixed route Saturday service will transition from 30-minute intervals to 60-minute intervals. This temporary change will affect routes 3, 4, 7, 10, 11, 15, 20 and 60, as the other routes already operate on a 60-minute service on Saturdays.

There are no changes to the trips provided under the American with Disabilities Act programs.

"Over the past year, transit agencies statewide have had to adjust service due to staffing shortages and hiring difficulties," said Votran General Manager Kelvin Miller. "Votran is committed to providing safe, reliable service to customers and we're working diligently to address these challenges and resume regular service as quickly as possible."

Other measures being implemented to help address the staffing shortage include a \$1,000 employee hiring bonus and retention bonuses. These proactive measures, along with the interim service modifications, are designed to ensure service continues to operate smoothly while actively recruiting additional staff.

Due to the situational nature of these changes, printed bus schedules may not reflect the most current operations while service adjustments are in effect. For real-time

information, customers should visit Votran.org/take-a-trip. Riders may also select the “Join” button at the bottom of the homepage to sign up for timely notices about bus service changes. The website also provides up-to-date alerts and real-time bus information. Riders can also download the free MyStop Mobile app from the Apple App Store or Google Play Store.

**Grievance Committee
Meeting Minutes
October 4, 2021**

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

Grievance Committee Members Physically Present:

Barbara Girtman, Chairperson
Doug Hall
Patricia Lipovsky

Representing:

Volusia County Council, District 1
Citizens Advocate, System User
Elderly Citizens

Grievance Committee Members Virtually Present

Carlos Colon

Representing:

Florida Department of Transportation

Others Physically Present:

Debbie Stewart, Recording Secretary
Stephan Harris
Cesar Rodriguez
Nick Moleri
Ralf Heseler
Frank Alvarez
Elizabeth Suchsland
Edie Biro

Representing:

TPO Staff
TPO Staff
Citizen
Progressive Abilities
Votran Staff
Votran Staff
Votran Staff
Votran Staff

Others Virtually Present:

Pam Blankenship

TPO Staff

I. Call t/o Order / Roll Call / Determination of Quorum/Pledge of Allegiance

The meeting of the Grievance Committee was called to order at 10:14 a.m. by Chairperson Barbara Girtman. Due to the COVID-19 virus, the meeting was held in a hybrid format with three voting members physically present and one voting member virtually present.

The Pledge of Allegiance was given.

II. Public Comment/Participation

Mr. Rodriguez stated that this incident should not have happened; he should not have let it rise to the level it did. He admitted to drinking alcohol that day prior to getting on the bus and admitted to making a comment that he should not have directed toward two people. Those people were not happy about his comment and started an argument. He did not let it be and so the situation ended up where it is now. He is sorry and was wrong which is what he told the police officer.

Chairperson Girtman asked if there had been any other incidents prior to this one.

Mr. Rodriguez replied in 2007, he was assaulted by three people on the bus. The incident was captured on camera and justice occurred at the courthouse. He admitted his recent behavior was outrageous and he was not looking at reality. It has been very difficult to not be able to use Votran as taxis are not cheap; taking a taxi to the courthouse regarding this incident cost him \$64.00. He is willing to accept what is decided here today.

III. Action Items

A. Review and Recommend Resolution of Grievance Filed by Mr. Cesar Rodriguez

Chairperson Girtman asked Votran staff to play the video of the incident involving Mr. Rodriguez.

The video was shown.

Mr. Colón asked what time this incident occurred.

Ms. Suchsland replied at 4:34 pm.

Chairperson Girtman asked Votran staff to describe the video for the visually impaired Grievance Committee members.

Ms. Suchsland explained what was happening on the video.

Chairperson Girtman stated Mr. Rodriguez is not disputing the facts of the video.

Ms. Suchsland replied yes. At some point the two female passengers went to get off the bus and confronted Mr. Rodriguez and it then became physical.

Ms. Lipovsky asked who started the confrontation.

Ms. Suchsland explained when the confrontation began.

Ms. Lipovsky asked if Mr. Rodriguez got off the bus or stayed on when the police came; she noted the charges were eventually dropped.

Ms. Suchsland replied he remained on or around the bus.

Mr. Rodriguez stated he did not get off the bus until the police officers arrived and handcuffed him. He had seen the women in Walmart earlier where they were making comments he did not like and he responded that day on the bus in a way he should not have. He admits he was wrong in his actions.

Ms. Suchsland stated she understands this incident is related to a previous incident unrelated to Votran. Votran appreciates his point of view but they have to protect their drivers and passengers; Votran stands by their decision.

Mr. Hall asked what happened to the women involved in this incident.

Ms. Suchsland replied Mr. Rodriguez was the initiator of negative comments so when the police arrived they were treated as the victims and Mr. Rodriguez was subsequently arrested; she reiterated that the charges against Mr. Rodriguez were dropped.

Ms. Lipovsky commented that up until when the women pointed at Mr. Rodriguez and called him name it was a conversation and not physical. She asked if it was correct that the women exacerbated the situation. It sounds like wrong was done on both sides.

Chairperson Girtman referred to Votran's letter and the word "banned" that was used; she looked for a definition in this incident. There is documentation for steps if there are incidents but she did not see anything that stated "banned".

Ms. Suchsland replied that those processes for grievance procedures are related to Votran's Gold service which is on file with the Federal Transit Administration (FTA); there is not a grievance procedure for fixed route service. Mr. Rodriguez uses both fixed route when he is able as well as the Gold service so it was appropriate to give him the grievance hearing.

Chairperson Girtman asked if this suspension prohibits him from the Gold service as well.

Ms. Suchsland replied yes, at this time. Votran will implement whatever this committee decides.

Chairperson Girtman asked if there was a definition of banned for fixed route service.

Ms. Suchsland replied no; but the FTA, TSA or Homeland Security states if a person is a threat to themselves or others, Votran does not have to transport them. Votran has indefinitely suspended Mr. Rodriguez's rider privileges.

Mr. Hall asked what the difference is between indefinite and permanent. It sounds like indefinite may mean he may not ride fixed route permanently.

Ms. Suchsland replied that unless this committee decides something different, he is suspended indefinitely. Votran has implemented this before when riders have done something unlawful; they have to safeguard the masses. The video shows him throwing a punch and hitting one of the women.

Discussion continued regarding this incident.

Mr. Rodriguez thanked the committee and assured them that this will not happen again.

MOTION: *A motion was made by Ms. Lipovsky to lift Mr. Rodriguez's indefinite suspension on both fixed route and Votran Gold service with the caveat that another offense would be a 365-day suspension and re-application to Votran. The motion was seconded by Mr. Hall and carried unanimously.*

The committee also proposed passenger disciplinary suspension policies for Votran fixed route service.

IV. Staff and Member Comments

There were no staff or member comments.

V. Chairperson Comments

There were no further Chairperson comments.

VI. Adjournment

The meeting was adjourned at 10:55 a.m.

VOLUSIA COUNTY COUNCIL MEMBER BARBARA GIRTMAN, CHAIRPERSON
GRIEVANCE COMMITTEE

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 4, 2021 regular meeting of the Grievance Committee approved and duly signed this 14th day of April 2022.

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

FOR IMMEDIATE RELEASE

Contact: Pamela Blankenship
Phone: 386.226.0422 ext. 20416
PBlankenship@r2ctpo.org



**Local Transportation Planning Organization Recognized for
Assessing the Growing Demand of Paratransit Service and Planning for Future Trends**

River to Sea TPO wins award for Innovative Paratransit Service Analysis

DAYTONA BEACH, FL – [The River to Sea Transportation Planning Organization \(TPO\)](#), the transportation planning organization that covers Volusia County and portions of Flagler County, was recognized on Friday evening with an **Outstanding Planning Study Award** from the [Florida Planning and Zoning Association \(FPZA\) Surfcoast Chapter](#).

This recognition, which emphasizes innovative, state-of-the-art planning methods, was awarded to the River to Sea TPO for their [Paratransit Service Analysis](#). With many transit agencies in Florida experiencing increases in demand for paratransit and transportation disadvantaged services, the River to Sea TPO recognized the need to look at the challenges in providing these services as well as potential trends for the future.

“Florida’s increasing population, driven by its popularity as a preferred destination for living and working, has resulted in strong demand for both paratransit and transportation disadvantaged (TD) services in the River to Sea TPO’s metropolitan planning area,” said Stephan Harris, Transportation Planner-Project Manager for the River to Sea TPO.

With the assistance of Tindale Oliver, the River to Sea TPO recently developed the *Paratransit Service Analysis* to identify changes in the transit industry that have had a negative or positive impact on efficiencies in service provisions and on budgets. This is accomplished by assessing the evolution of paratransit service, both statewide and locally, the current state of practices in the industry, challenges to providing services and potential trends for the future. It includes short, mid and long-term recommendations as well as an implementation plan and cost summary.

“The study confirms what the TPO has suspected about the paratransit demand in this region of the state. Demand for these services has been increasing and with the appeal Florida has with older adults, the demand is not expected to slow down. We were able to introduce innovative practices that are being implemented around the country to help offset paratransit costs and improve service efficiencies, and recommended options that would work best for the local agencies,” said Sarah Goolsby, Project Manager at Tindale Oliver. “We hope that implementing these recommendations within the next five years will help Flagler and Volusia Counties efficiently address the mobility needs of the growing community.”

###

The [River to Sea TPO](#) is the designated and constituted body responsible for carrying out the urban transportation planning and programming process for designated Metropolitan Planning Area (MPA). The TPO’s metropolitan planning area includes all of Volusia County and the developed areas of eastern Flagler County, including Beverly Beach and Flagler Beach, as well as portions of the cities of Palm Coast and Bunnell.

Since 1989, [Tindale Oliver](#) has provided industry-leading transportation, community planning and design, transit and public finance solutions to public sector clients throughout the United States. Their extensive experience has led to a national reputation for exceptional client service and insightful, actionable solutions.



River to Sea TPO Board Meeting Summary October 27, 2021

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 15 voting and one non-voting members physically present; and with two voting and four non-voting members attending remotely

- Approved a motion allowing members attending remotely to participate and vote due to COVID-19 precautions
- Received public comment regarding the need for road funding
- Approved the Consent Agenda including approval of: September 29, 2021 meeting minutes; Executive Director's timesheet review report; expenditure for the Madeline Avenue turn lane improvements at Nova Road feasibility study (\$26,545.00); and rescheduling the November 24, 2021 TPO Board meeting to December 1, 2021
- Approved Resolution 2021-20 amending the FY 2021/22 to 2025/26 Transportation Improvement Program (TIP) by a roll call vote
- Approved Resolution 2021-21 adopting the R2CTPO FY 2020/21 Public Involvement Activities Summary
- Approved a letter of support for the Federal Lands Access Program (FLAP) Grant application for the Black Bear Scenic Trail
- Discussed recommended changes to the R2CTPO's guiding resolutions and project applications for the annual Call for Projects; directed staff to bring back additional information regarding threshold for cost increases
- Discussed draft R2CTPO 2022 Legislative Issues
- Received the FDOT report; announced FDOT public hearing on the Five-Year Work Program is being held online through October 29, 2021 with an in-person open house October 28, 2021 from 5:00 pm to 7:00 pm in DeLand
- Received the Interim Executive Director's report with an update on the Executive Director search
- Received member comments

The next River to Sea TPO Board meeting will be on Wednesday, December 1, 2021



River to Sea TPO Board Meeting Summary December 1, 2021

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 14 voting and one non-voting members physically present; and with two non-voting members attending remotely

- Approved a motion allowing members attending remotely to participate and vote due to COVID-19 precautions
- Received public comment regarding the need to find funding for road improvements such as a new sales tax
- Approved the Consent Agenda including approval of: October 27, 2021 meeting minutes; MPOAC Report; Executive Director's timesheet review report; expenditure for the Flagler County Public Transit Block Grant Technical Assistance (\$31,663.00); and cancellation of the December 22, 2021 TPO Board meeting
- Approved Resolution 2021-22 amending 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 2021-23 amending the policy for defining the local match requirements placed on member local governments for projects prioritized for funding by the TPO including increasing the threshold percentage of cost increases authorized by the Executive Director to 50%
- Approved Resolution 2021-24 reaffirming the policy for establishing and maintaining transportation priority projects
- Approved the priority project applications for Traffic Operations/Safety and Local Initiatives projects, Transportation Planning studies, and Bicycle/Pedestrian projects
- Approved the 2022 R2CTPO Legislative Positions
- Received a PowerPoint presentation of FDOT's Tentative Five-Year Work Program for FY 2022/23 to 2026/27
- Received a PowerPoint presentation of FDOT's Safety Program
- Discussed the two-year Unified Planning Work Program (UPWP) for FY 2022/23 and 2023/24
- Discussed an amendment to the Unified Planning Work Program (UPWP) for FY 2020/21 and 2021/22

- Received the FDOT report; announced a three-day closure of the westbound LPGA Boulevard ramp to southbound I-95 from Monday, November 29, 2021 through Thursday, December 2, 2021
- Received the Interim Executive Director's report on transportation legislation; and an update on the Executive Director search

The next River to Sea TPO Board meeting will be on Wednesday, January 26, 2022 at 9:00 am

October 2021 TPO Outreach & Activities

COVID-19 UPDATES

In response to the COVID-19 pandemic, core planning activities continue as required:

- As conditions continue to change, the TPO will monitor and update business practices, assess participation in public events and in-person presentations, and continue to operate with caution, placing health and safety at the center of all of our decisions
- The TPO office remains closed to walk-in visitors; however, we open our doors for all meetings and appointments to ensure public access
- All visitors to the TPO offices are requested to wear masks at all times due to the high transmission rates in Volusia and Flagler Counties per the Centers for Disease Control (CDC) Guidelines [Your Guide to Masks | CDC](#)
- TPO staff has resumed our standard office presence during regular business hours
- TPO Board and committee meetings continue to require that a quorum be physically present; all other participants are being asked to attend TPO meetings remotely
- All public meetings are held using Microsoft Teams and the meeting information and links to join are posted on the TPO website at www.R2CTPO.org
- For the most current information regarding meetings and activities, please visit the TPO website or contact TPO staff



Flagler County Transit Development Plan (TDP)

The University of South Florida's Center for Urban Transportation Research (CUTR) is collaborating with Flagler County and the "Flagler Forward" campaign. Flagler Forward is a Transit Development Plan (TDP) that will serve as county's planning, development, and operational guidance document for a ten-year planning horizon. The plan is intended to support the development of an effective multimodal transportation system. The TDP serves as the basis for defining public transit needs, which is a prerequisite for receipt of state and federal funds. The TDP preparation process must include opportunities for the public's input to update and refine the transit provider's mission, goals, objectives, and service alternatives. If you live, work or play in Flagler County, please take a moment to complete the survey at the link below. Your input is very much appreciated!

Flagler TDP Survey Link: <https://tinyurl.com/FlaglerTransit>



The Love to Ride Challenge is Here!

The Love to Ride Florida Challenge is here! Sign up and join the River to Sea TPO "Group" (make sure it is not the TPO workplace) at www.lovetoride.net/florida/groups/3186?group_invite=true. The Challenge runs from October 29 through November 30 and there are prizes to be won! You earn points as an individual by riding your bike and also by encouraging others to ride; points mean prizes! Last year the TPO won first place in all of Florida – let's do that again!!!! Get out and ride!



October 2021 TPO Outreach & Activities

NOVEMBER EVENTS:

Oct. 29-Nov. 5: Annual Statewide FDOT Mobility Week

- 3: The House Next Door Helmet Fitting; DeLand
- 5: WAF30 – Daytona Beach Walk; Plaza Resort & Spa, Daytona
- 10: FDOT-D.B. Area Coalition Community Event; Ocean Center
- 13: TPO Presentation to the Daughters of American Revolution Group; Location TBD
- 18: VCARD Icebreaker; Plaza Resort & Spa, Daytona Beach

DECEMBER EVENTS:

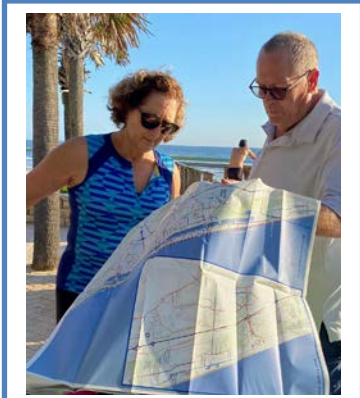
- Dec. 3: TPO Annual Call for Projects Issued
- Dec. 8: Annual TPO Holiday Open House & Toy Drive to benefit the Department of Children and Families; TPO Office

ONGOING PROJECTS, STUDIES, ACTIVITIES

- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process (CMP) and Performance Measures Report
- Regional Resiliency Action Plan Implementation
- Update to the TPO Purchasing Manual
- FY 2020/2021 Annual TPO Audit
- TPO Executive Director Search
- FY 2020/21 TPO Annual Report
- Develop TPO “Monday on the Move” Videocasts
- Flagler County TDP Major Update
- TPO Review of Annual Priority Process
- TPO 2022 Legislative Issues
- Peninsula Drive Sidewalk & Signage Feasibility Study (FS) (PO)
- Madeline Ave Turn Lane Improv. @ Nova Rd FS (PO)
- North Causeway Pedestrian Crossing FS (NSB)
- Magnolia Avenue Shared Use Path FS (SD)
- South Street Multiuse Trail FS (NSB)

SR A1A Bicycle/Pedestrian Outreach

The River to Sea TPO partnered with FDOT to raise awareness of bicycle and pedestrian safety along SR A1A at Sun Splash Park in Daytona Beach on Saturday, October 2nd and Andy Romano Beachfront Park in Ormond Beach on Saturday, October 16th. Many great safety tips were shared with the public as well as bicycle and pedestrian safety gear being handed out.



Pedestrian Safety Awareness Event

In recognition of National Pedestrian Safety Month, FDOT partnered with Stetson University to host an educational event about important pedestrian tips, laws and features. The River to Sea TPO joined this event which featured FDOT Secretary Kevin J. Thibault, P.E., FDOT District Five Secretary Jared W. Perdue, P.E. and stakeholders from the Division of Blind Services as well as Stetson University.



November/December 2021 TPO Outreach & Activities

COVID-19 UPDATES

In response to the COVID-19 pandemic, core planning activities continue as required:

- As conditions continue to change, the TPO will monitor and update business practices, assess participation in public events and in-person presentations, and continue to operate with caution, placing health and safety at the center of all of our decisions
- The TPO office remains closed to walk-in visitors; however, we open our doors for all meetings and appointments to ensure public access
- All visitors to the TPO offices are requested to wear masks at all times due to the high transmission rates in Volusia and Flagler Counties per the Centers for Disease Control (CDC) Guidelines [Your Guide to Masks | CDC](#)
- TPO staff has resumed our standard office presence during regular business hours
- TPO Board and committee meetings continue to require that a quorum be physically present; all other participants are being asked to attend TPO meetings remotely
- All public meetings are held using Microsoft Teams and the meeting information and links to join are posted on the TPO website at www.R2CTPO.org
- For the most current information regarding meetings and activities, please visit the TPO website or contact TPO staff

Breaking News

COVID-19 UPDATE

2022 Annual Call for Projects Open

The River to Sea TPO is now accepting transportation project funding applications for the 2022 Priority Project Process. Applications will be used by the R2CTPO and the Florida Department of Transportation to qualify and prioritize proposed projects for funding. Applications are due on Friday, February 25, 2022 at 2:00 p.m. For additional information and project applications:

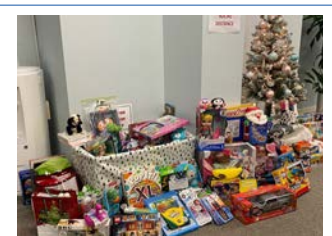
<https://www.r2ctpo.org/2021/12/03/2022-call-for-projects-open/>

CALL FOR PROJECTS

TPO Annual Holiday Open House & Toy Drive

The River to Sea TPO held its annual open house and toy drive on Wednesday, December 8, 2021. Many of our committee members, consultants and the public came out to celebrate the holidays. More than 155 toys and gift cards were collected and donated to the Department of Children & Families this year.

Thank you to all who attended and donated!



November/December 2021 TPO Outreach & Activities

JANUARY EVENTS:

6-7: Florida Metropolitan Planning Partnership (FMPP) Meeting Webinar

27: MPOAC Meeting; Orlando

FEBRUARY EVENTS:

Feb. 4: Central Florida MPO Alliance (CFMPOA) Meeting; MetroPlan Orlando

Feb. 25: Annual Call for Projects Deadline @ 2:00 p.m.

ONGOING PROJECTS, STUDIES, ACTIVITIES

- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process (CMP) and Performance Measures Report
- Regional Resiliency Action Plan Implementation
- Update to the TPO Purchasing Manual
- FY 2020/2021 Annual TPO Audit
- TPO Executive Director Search
- Unified Planning Work Program (UPWP) Amendment
- Development of FY 2022/23 and 2023/24 UPWP
- FY 2020/21 TPO Annual Report
- 2022 Tell the TPO Survey
- 2022 Annual Call for Projects Priority Process
- Update to 2022 TPO Safety Targets
- Peninsula Drive Sidewalk & Signage Feasibility Study (FS) (PO)
- Madeline Ave Turn Lane Improv. @ Nova Rd FS (PO)
- North Causeway Pedestrian Crossing FS (NSB)
- Magnolia Avenue Shared Use Path FS (SD)
- South Street Multiuse Trail FS (NSB)
- Technical Assistance and Training to Flagler County Transit

The House Next Door Helmet Fitting

The River to Sea TPO gave an interactive presentation on bicycle and pedestrian safety to The House Next Door in DeLand; this was followed by fitting the children for bicycle helmets.



VCARD Icebreaker

The River to Sea TPO participated in the Volusia County Association for Responsible Development's (VCARD) Icebreaker event on November 18, 2021. The TPO staffed a booth focused on clean mobility. Many great connections were made!



FPZA Award

The River to Sea TPO was recently recognized with the Outstanding Planning Study Award from the FPZA Surfcoast Chapter. This recognition, which emphasizes innovative, state-of-the-art planning methods, was awarded to the TPO for our Paratransit Service Analysis. Congratulations to Stephan Harris, TPO Project Manager for the analysis.



Planning Grant Agreement Tasks Quarterly Progress Report



Planning Agency	River to Sea Transportation Planning Organization	County	Volusia
		Invoice #	G1Y75 Q2
Reporting Period	10/01/2021 - 12/31/2021	Grant #	G1Y75

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 13, 2021 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)	The TDLCB Annual Public Hearing was held on October 13, 2021. Public Hearing Minutes 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 13, 2021 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 TDLCB reviewed and approved the FY 2020/21 Annual Operating Report (AOR) at their October 13, 2021 Meeting.
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 2021/22 first quarter report was provided to the TDLCB at their October 13, 2021 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)	River to Sea TPO staff participated in the TD Planners Session at the FPTA/CTD Annual Conference on October 27, 2021.
C.	Attend at least one CTD meeting each year within budget/staff/schedule availability.	River to Sea TPO staff participated in the CTD Business Meeting at the FPTA/CTD Annual Conference on October 25, 2021.
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</i>	No activity for the specified reporting period.

	<i>Coordinators and Providers in Florida</i> (at a minimum using the modules 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

01/12/2022

Date

TDLCB Attendance Record 2021

Name	13-Jan	14-Apr	14-Jul	13-Oct	Notes
Barbara Girtman	x v	x p	xv	x p	Volusia County (appt 5/2020)
Carlos Colon	x v	x p	x p	x v	FDOT (appt. 07/16)
Alternate - Diane Poitras	abs	abs	abs	abs	FDOT (alternate) (app 7/14)
Sheryl Dick-Stanford	abs	abx	x v	abs	Agency for Persons with Disabilities (appt 1/2021)
Alternate - Sylvia Bamburg	abs	abs	abs	abs	Agency for Persons with Disabilities (appt 5/2020)
Christy Gillis	x v	x p	x p	exc	DCF (alternate) (10/2021)
Alternate - Todd Banks				x p	DCF (alternate) (10/2021)
Bill Hinkle Jr	x v	abs	abs	abs	Public Education Community (appt 1/2021)
Alternate - Vacant	vac	vac	vac	vac	Public Education Community (alternate)
Cynthia Tucker	abs	abs	abs	abs	Vocational Rehab Services (appt 7/17)
Alternate - Susan Pauley	abs	abs	x v	x v	Vocational Rehab Services (alternate)(appt 11/18)
Robert Watson	abs	x p	x p	abs	Veterans Services (5/19)
Alternate - Raymond Allen	abs	abs	abs	abs	Veterans Services (alternate)
Judy Craig	abs	x v	x v	abs	Disabled Citizens (appt 2016)
Alternate - Mary Tyson	vac	vac	x p	x p	Disabled Citizens (alternate) (appt 6/2021)
Jean Cerullo	x v	exc	x p	x p	Citizens Advocate (appt 2016)
Alternate -Renee Gahagan	x v	abs	x p	exc	Citizens Advocate (Appt 8/19)
Bev Johnson	x v	exc	exc	abs	Early Childcare (appt 8/17)
Alternate - DJ Lebo	abs	abs	abs	abs	Early Childcare (alternate)(appt 2/2014)
Gladys Lacen	abs	abs	abs	abs	Elder Affairs (Council on Aging)(3/2020)
Alternate - Ellen Labadie	vac	abs	abs	abs	Elder Affairs (alternate)(appt 3/2021)
Victoria Anderson			x v	x p	Healthcare Administration (appt 6/2021)
Alternate - Ivonne Perez			abs	abs	Healthcare Administration (alternate)(appt. 06/2021))
Robin King	abs	abs	abs	abs	Work Force Development Board
Alternate - Kathy Spencer	abs	x p	exc	exc	Work Force Development Board - (alternate) (appt 1/19)
Patricia Boswell	x v	x v	abs	abs	Medical Community (appt 8/17)
Alternate - Ethan Johnson	abs	x p	x p	x p	Medical Community (appt 5/19)
Doug Hall	x v	x v	x p	x p	Citizens Advocate - System User (11/17)
Alternate - Cassandra Jessie	vac	vac	abs	abs	Citizens Advocate - System User (alternate) (apt 6/2021)
Patricia Lipovsky	x v	x p	x v	x p	Elderly Citizens (appt 1/19)
Alternate - Vacant	vac	vac	vac	vac	Elderly Citizens (alternate)
Clayton Jackson	x v	x p	x p	exc	Assoc iation for Community Action (appt 12/17)
Alternate - Vacant	vac	vac	vac	vac	Assoc iation for Community Action - Alternate
Steve Jack	x v	abs	x v	exc	Private for Profit (appt 01/11)
Alternate - Vacant	vac	vac	vac	vac	
QUORUM	Y	Y	Y	Y	

CODES

X = Present v = virtually p = physically
 exc = Excused
 abs = Absent (Unexcused)
 vac - Vacant

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:
Debbie Stewart
River to Sea TPO
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114
or email: dstewart@r2ctpo.org

TDLCB MEMBER LISTING

January 3, 2022

MEMBERS

VOLUSIA COUNTY

COUNCIL MEMBER BARBARA GIRTMAN

123 W. Indiana Ave *Chairperson January 2021*

DeLand, FL 32720

bgirtman@volusia.org

386-740-5224

386-736-5344

ASSOCIATION OF COMMUNITY ACTION

CLAYTON JACKSON *appt 11/2017*

123 W. Indiana Ave, Room 101

DeLand, FL 32720

386-736-5956 ext 12980

cjackson@volusia.org

ELDERLY CITIZENS

DOUG HALL *appt 12/2021*

1405 Edgewater Road

Daytona Beach, FL 32114

386-255-0377 386-852-1285

flhalls@earthlink.net

FDOT

CARLOS M. COLON *appt 7/2016*

420 W Landstreet Rd

Orlando, FL 32824

Carlos.Colon@dot.state.fl.us

321-319-8173

FLORIDA DEPARTMENT OF CHILDREN & FAMILIES

JULIA MARSHALL *appt 4/2018*

210 N. Palmetto Ave, Suite 430

Daytona Beach, FL 32114

386-481-9369

Julia.Marshall@myflfamilies.com

ALTERNATES

DISABLED CITIZENS

PATRICIA LIPOVSKY *Vice Chairperson*

1129 Bradenton Road *appt 10/2021*

Daytona Beach, FL 32114

386-255-0288

plipovsky@cfl.rr.com

ALT - ASSOCIATION OF COMMUNITY ACTION

VACANT

ALT - ELDERLY CITIZENS

VACANT

ALT - FDOT

DIANE POITRAS *appt 7/2016*

420 W Landstreet Rd

Orlando, FL 32824

321-319-8174

diane.poitras@dot.state.fl.us

ALT - FLORIDA DEPT OF CHILDREN & FAMILIES

CHRISTY GILLIS *appt 11/2020*

210 N. Palmetto Ave Suite 430

Daytona Beach, FL 32114

386-481-9182

386-214-8646 (cell)

christina.gillis@myflfamilies.com

TDLCB MEMBER LISTING

January 3, 2022

MEMBERS

PUBLIC EDUCATION COMMUNITY

BILL HINKLE, JR appt 1/2021

ESA Safety Training

386-258-4677 ext 50516

wfhinkle@volusia.k12.fl.us

FL DEPT OF EDUCATION (VOC REHAB)

CYNTHIA TUCKER appt 2/2020

210 N. Palmetto Ave Suite 144

Daytona Beach, FL 32114

386-281-6764

cynthia.tucker@vr.fldoe.org

ELDER AFFAIRS

GLADYS LACEN appt 12/2019

420 Fentress Blvd

Daytona Beach, FL 32114

386-253-4700 ext 204

glacen@coavolusia.org

VETERANS SERVICES GROUP

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The Bipartisan Infrastructure Law Will Deliver for Florida

President Biden and Vice President Harris’s Bipartisan Infrastructure Law is the largest long-term investment in our infrastructure and competitiveness in nearly a century. **The need for action in Florida is clear, and recently released state-level data demonstrates that the Bipartisan Infrastructure Law will deliver for Florida.** For decades, infrastructure in Florida has suffered from a systemic lack of investment. In fact, the American Society of Civil Engineers gave Florida a C on its infrastructure report card. The historic Bipartisan Infrastructure Law will make life better for millions of Florida residents, create a generation of good-paying union jobs and economic growth, and position the United States to win the 21st century.

Specifically, with regard to transportation, the Bipartisan Infrastructure Law will:

Repair and rebuild our roads and bridges with a focus on climate change mitigation, resilience, equity, and safety for all users, including cyclists and pedestrians. In Florida there are 408 bridges and over 3,564 miles of highway in poor condition. Since 2011, commute times have increased by 11.6% in Florida, and on average, each driver pays \$425 per year in costs due to driving on roads in need of repair. The Bipartisan Infrastructure Law is the single largest dedicated bridge investment since the construction of the interstate highway system. **Based on formula funding alone, Florida would expect to receive approximately \$13.3 billion over five years in Federal highway formula funding for highways and bridges.** On an average annual basis, this is about 26% more than the State’s Federal-aid highway formula funding under current law (1). Florida can also compete for the \$12.5 billion Bridge Investment Program for economically significant bridges and \$15 billion of national funding in the law dedicated to megaprojects that will deliver substantial economic benefits to communities. Florida can also expect to receive approximately \$320 million over five years in formula funding to reduce transportation-related emissions, in addition to about \$364 million over five years to increase the resilience of its transportation system (2). States may also apply federal aid dollars towards climate resilience and safety projects.

Improve the safety of our transportation system. The Bipartisan Infrastructure Law invests \$13 billion over the Fixing America’s Surface Transportation (FAST) Act levels directly into improving roadway safety. Over five years, Florida will receive approximately \$100 million in 402 formula funding for highway safety traffic programs, which help states to improve driver behavior and reduce deaths and injuries from motor vehicle-related crashes. On an average annual basis, this represents about a 29% increase over FAST Act levels. Local and tribal governments in Florida will also be eligible to compete for \$6 billion in funding for a new **Safe Streets for All program** which will provide funding directly to these entities to support their efforts to advance “vision zero” plans and other improvements to reduce crashes

and fatalities, especially for cyclists and pedestrians. In addition, Florida can expect to receive approximately \$103.7 million over five years in funding to augment their commercial motor vehicle (CMV) safety efforts to reduce CMV crashes through the Federal Motor Carrier Safety Administration's Motor Carrier Safety Assistance Program (MCSAP) formula grant (3). This represents about a 65% increase in funding compared to FAST Act levels (4). Florida will be able to apply for funds to modernize data collection systems to collect near real time data on all reported crashes, including fatal ones, to enhance safety and to allow the Department to understand and address trends as they are identified. Florida also includes communities that will be eligible to apply for grants to community owned utilities to support the repair or replacement of leaky and unsafe cast iron and bare steel natural gas distribution pipelines, some of which are over 100 years old.

Improve healthy, sustainable transportation options for millions of Americans. Floridians who take public transportation spend an extra 77.9% of their time commuting and non-White households are 3.5 times more likely to commute via public transportation. 16.1% of transit vehicles in the state are past useful life. **Based on formula funding alone, Florida would expect to receive about \$2.8 billion over five years under the Bipartisan Infrastructure Law to improve public transportation options across the state (5). In the first year, this represents about a 33% increase over 2021 FAST Act formula transit funding levels.**

Build a network of EV chargers to facilitate long-distance travel and provide convenient charging options. The U.S. market share of plug-in electric vehicle (EV) sales is only one-third the size of the Chinese EV market – in 2020, plug-in electric vehicles made up only 2.3% of new car sales in the U.S., compared to 6.2% in China. The President believes that must change. The law invests \$7.5 billion to build out the first-ever national network of EV chargers in the United States and is a critical element in the Biden-Harris Administration's plan to accelerate the adoption of EVs to address the climate crisis and support domestic manufacturing jobs. **Under the Bipartisan Infrastructure Law, Florida would expect to receive about \$198 million over five years to support the expansion of an EV charging network in the state (6). Florida will also have the opportunity to apply for grants out of the \$2.5 billion available for EV charging.**

Modernize and expand passenger rail and improve freight rail efficiency and safety. The Bipartisan Infrastructure Law includes \$66 billion above baseline to eliminate the Amtrak maintenance backlog, modernize the Northeast Corridor, and bring world-class rail service to areas outside the northeast and mid-Atlantic. Within these totals, \$22 billion would be provided as grants to Amtrak, \$24 billion as federal-state partnership grants for Northeast Corridor modernization, and \$12 billion for partnership grants for intercity rail service, including high-speed rail. On top of this, Florida will be eligible to compete for \$5 billion for rail improvement and safety grants and \$3 billion for grade crossing safety improvements.

Improve our nation's airports. The United States built modern aviation, but our airports lag far behind our competitors. **Under the Bipartisan Infrastructure Law, airports in Florida would receive approximately \$1.2 billion for infrastructure development for airports over five years (7).** This funding will address airside and landside needs at airports, such as improving runways, taxiways and airport-owned towers, terminal development projects, and noise reduction projects. In addition, \$5 billion in discretionary funding is available over five years for airport terminal development projects that address the aging infrastructure of our nation's airports, including projects that expand accessibility for persons with disabilities, improve access for historically disadvantaged populations, improve energy efficiency, and improve airfield safety.

State and local governments can look forward to these new & expanded competitive grant programs in the Bipartisan Infrastructure Law (BIL) anticipated to launch over the course of the next year:

- **Safe Streets for All (\$6B, new)** – This program will provide funding directly to local and tribal governments to support their efforts to advance “vision zero” plans and other improvements to reduce crashes and fatalities, especially for cyclists and pedestrians.
- **Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grants (\$15B, expanded)** – RAISE grants support surface transportation projects of local and/or regional significance.
- **Infrastructure for Rebuilding America (INFRA) Grants (\$14B, expanded)** – INFRA grants will offer needed aid to freight infrastructure by providing funding to state and local government for projects of regional or national significance. The BIL also raises the cap on multimodal projects to 30% of program funds.
- **Federal Transit Administration (FTA) Low and No Emission Bus Programs (\$5.6B, expanded)** – BIL expands this competitive program which provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses as well as acquisition, construction, and leasing of required supporting facilities.
- **FTA Buses + Bus Facilities Competitive Program (\$2.0B, expanded)** – This program provides competitive funding to states and direct recipients to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities.
- **Capital Investment Grants (CIG) Program (\$23B, expanded)** – The BIL guarantees \$8 billion, and authorizes \$15 billion more in future appropriations, to invest in new high-capacity transit projects communities choose to build.
- **Federal Aviation Administration (FAA) Terminal Program (\$5B, new)** – This discretionary grant program will provide funding for airport terminal development and other landside projects.
- **MEGA Projects (\$15B, new)** – This new National Infrastructure Project Assistance grant program will support multi-modal, multi-jurisdictional projects of national or regional significance.
- **Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) Program (\$8.7B, new)** – PROTECT will provide \$7.3 billion in formula funding to states and \$1.4 billion in competitive grants to eligible entities to increase the resilience of our transportation system. This includes funding for evacuation routes, coastal resilience, making existing infrastructure more resilient, or efforts to move infrastructure to nearby locations not continuously impacted by extreme weather and natural disasters.
- **Port Infrastructure Development Program (\$2.25B, expanded)** – BIL will increase investment in America’s coastal ports and inland waterways, helping to improve the supply chain and enhancing the resilience of our shipping industry. BIL overall doubles the level of investment in port infrastructure and waterways, helping strengthen our supply chain and reduce pollution.
- **5307 Ferry Program (\$150M, existing)** – BIL retains the \$30 million per year passenger ferry program for ferries that serve urbanized areas.
- **Electric or Low Emitting Ferry Program (\$500M, new)** – This competitive grant program will support the transition of passenger ferries to low or zero emission technologies.
- **Rural Ferry Program (\$2B, new)** – This competitive grant program will ensure that basic essential ferry service continues to be provided to rural areas by providing funds to States to support this service.

- **Federal Highway Administration (FHWA) competitive grants for nationally significant bridges and other bridges (\$12.5B, new)** – This new competitive grant program will assist state, local, federal, and tribal entities in rehabilitating or replacing bridges, including culverts. Large projects and bundling of smaller bridge projects will be eligible for funding.
- **FTA All Station Accessibility Program (\$1.75B, new)** – This competitive grant program will provide funding to legacy transit and commuter rail authorities to upgrade existing stations to meet or exceed accessibility standards under the Americans with Disabilities Act.
- **Charging and fueling infrastructure discretionary grants (Up to \$2.5B, new)** – This discretionary grant program will provide up to \$2.5 billion in funding to provide convenient charging where people live, work, and shop.
- **Reconnecting Communities Pilot Program (\$1B, new)** – This new competitive program will provide dedicated funding to state, local, MPO, and tribal governments for planning, design, demolition, and reconstruction of street grids, parks, or other infrastructure.
- **FHWA Nationally Significant Federal Lands and Tribal Projects (\$1.5B, expanded)** – This discretionary program provides funding for the construction, reconstruction, and rehabilitation of nationally-significant projects within, adjacent to, or accessing Federal and tribal lands. BIL amends this program to allow smaller projects to qualify for funding and allows 100% federal share for tribal projects.
- **Strengthening Mobility and Revolutionizing Transportation (SMART) Grant Program (\$1B, new)** – The SMART Grant program will be a programmed competition that will deliver competitive grants to states, local governments, and tribes for projects that improve transportation safety and efficiency.

- (1) *These values are estimates and may change based on updated factor data each fiscal year.*
- (2) *These values are estimates and may change based on updated factor data each fiscal year.*
- (3) *These values are estimates based on the 2020 FHWA public road mileage data for FYs 2022-2026. Formula funding amounts in FYs 2023-2026 are subject to change as a result of the annual public road mile data certified by FHWA. The 402 amounts do not include redistribution of unawarded 405 balances per 23 USC § 405(a)(8) as that information is unknown at this time. The Bipartisan Infrastructure Law specifies NHTSA must distribute the supplemental appropriations for Section 402 in “equal amounts for each fiscal year 2022 through 2026”. This analysis is subject to provisions of FY 2022-FY2026 appropriations acts.*
- (4) *These values are estimates and may change based on updated factor data each fiscal year.*
- (5) *Transit formula funding amounts are subject to changes resulting from the 2020 census or from annual transit service data reported to FTA’s National Transit Database.*
- (6) *These values are estimates and may change based on updated factor data each fiscal year.*
- (7) *Precise allocations would change each year because the formulas use current passenger boarding and cargo data, and this estimate is based on 2019 data.*

###

2022 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)
2022	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 @ 11:00 a.m. **
January	January 26, 2022	January 5, 2022	January 18, 2022	January 18, 2022	January 12, 2022	January 12, 2022
February	February 23, 2022	February 2, 2022	February 15, 2022	February 15, 2022	February 9, 2022	
March	March 23, 2022	March 2, 2022	March 15, 2022	March 15, 2022	March 9, 2022	
April	April 27, 2022	April 6, 2022	April 19, 2022	April 19, 2022	April 13, 2022	April 13, 2022
May	May 25, 2022	May 4, 2022	May 17, 2022	May 17, 2022	May 11, 2022	
June	June 22, 2022	June 1, 2022	June 21, 2022	June 21, 2022	June 8, 2022	
July	July 27, 2022*	July 6, 2022*	July 19, 2022*	July 19, 2022*	July 13, 2022*	July 13, 2022
August	August 24, 2022	August 3, 2022	August 16, 2022	August 16, 2022	August 10, 2022	
September	September 28, 2022	September 7, 2022	September 20, 2022	September 20, 2022	September 14, 2022	
October	October 26, 2022	October 5, 2022	October 18, 2022	October 18, 2022	October 12, 2022	October 12, 2022
November	November 23, 2022	November 2, 2022	November 15, 2022	November 15, 2022	November 9, 2022	
December	December 28, 2022*	December 7, 2022*	December 20, 2022*	December 20, 2022*	December 14, 2022*	

* These meetings are typically cancelled

** TDLCB Meetings are at Votran