

**Quality Assurance Committee  
Meeting Minutes  
July 13, 2022**

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

**Grievance Committee Members Physically Present:**

Doug Hall  
Patricia Lipovsky  
Mary Tyson  
Carlos Colón

**Representing:**

Elderly Citizens  
Citizens Advocate, System User  
Disabled Citizens - Alternate  
Florida Department of Transportation

**Grievance Committee Members Absent**

Barbara Girtman, Chairperson (excused)

**Representing:**

Volusia County Council Vice Chair

**Others Physically Present:**

Debbie Stewart, Recording Secretary  
Stephan Harris  
Ralf Heseler  
Jacob Lunceford  
Edie Biro  
Steven Williamson  
Scott Larsen  
Renee Gahagan

**Representing:**

TPO Staff  
TPO Staff  
Votran Staff  
Votran Staff  
Votran Staff  
Citizen  
Citizen  
Citizen's Advocate Alternate

**Others Virtually Present:**

Pam Blankenship  
Elizabeth Suchsland  
John Cotton

**Representing:**

TPO Staff  
Votran Staff  
Votran Staff

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

The meeting of the Grievance Committee was called to order at 10:30 a.m. by Vice Chairperson Patricia Lipovsky. Due to the COVID-19 virus, the meeting was held in a hybrid format with four voting members physically 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. Tyson and carried unanimously.*

The Pledge of Allegiance was given.

**II. Public Comment/Participation**

There were no public comments.

### III. Action Items

#### A. Review and Recommend Approval of the 2022 Transportation Disadvantaged Service Plan (TDSP) Minor Update

Mr. Harris explained that the Transportation Disadvantaged Service Plan (TDSP) is a five-year planning document developed by Votran and the TPO. Major updates of the TDSP occur every five years; the last major update was July 2021. Each year between major updates, minor updates of the TDSP report progress on Votran's goals, objectives and implementation plan. This document was sent to the TDLCB last week for review; most changes to the document are changes in dates. He reviewed the notable changes in the document; Strategy 5.1.3 changed "implement" to "support" the Accessible Pedestrian Signal (APS) Access Plan. This plan was adopted several years ago and is in the implementation phase which occurs jointly between the TPO and FDOT on the state road system and local governments on local roads. He explained that Votran does not have a role in the implementation phase of the APS Access Plan. He continued to review the changes to the TDSP.

Vice Chairperson Lipovsky referred to the total passenger trips and asked if those were fixed route or paratransit.

Mr. Harris replied paratransit; the TDSCP highlights paratransit service.

Ms. Tyson referred to the implementation schedule and a ride share program and asked for an update.

Mr. Harris replied that is something that Votran will have to implement; he must defer to Votran staff for the implementation timeline and how much it will cost. He did not include an implementation timeframe as we do not know the cost at this time but wanted to include the strategy. Partnering with Uber and/or Lyft in a ride share program is mentioned in the major update, the Transit Development Plan (TDP) and last year's Paratransit Service Analysis; however, there is still a lot of work to do to implement the strategy.

**MOTION:** *A motion was made by Mr. Hall to recommend approval of the 2022 Transportation Disadvantaged Service Plan (TDSP) Minor Update. The motion was seconded by Mr. Colón and carried unanimously.*

#### IV. Staff and Member Comments

**MOTION:** *A motion was made by Mr. Hall to appoint Ms. Cassandra Jessie to the Quality Assurance Committee. The motion was seconded by Ms. Tyson and carried unanimously.*

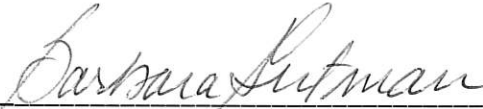
#### V. Chairperson Comments

There were no Vice Chairperson comments.

#### VI. Adjournment

The meeting was adjourned at 10:46 a.m.

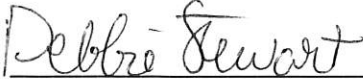
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



VOLUSIA COUNTY COUNCIL VICE CHAIR BARBARA GIRTMAN, CHAIRPERSON  
QUALITY ASSURANCE 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 July 13, 2022 regular meeting of the Quality Assurance Committee approved and duly signed this 12<sup>th</sup> day of October 2022.



DEBBIE STEWART, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION