

**Transportation Disadvantaged Local Coordinating Board (TDLCB)  
Meeting Minutes  
July 12, 2023**

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

**TDLCB Members Physically Present:**

Jessi Smith  
Patricia Lipovsky, Vice Chairperson  
Judy Craig  
Mary Tyson  
Doug Hall  
Cassandra Jessie  
Carlos Colon  
Emilio Santiago  
Robert Watson  
Scott Olson  
Matt Reinhart, Chairperson  
Kathy Spencer

**Representing:**

Association of Community Action  
Citizens Advocate, Systems User  
Disabled Citizens  
Disabled Citizens – Alternate  
Elderly Citizens  
Elderly Citizens – Alternate  
Florida Department of Transportation  
Health Care Administration  
Veterans Services Group  
Veterans Services Group  
Volusia County Council District 2  
Workforce Development Board - Alternate

**TDLCB Members Virtually Present:**

Christy Gillis  
Steve Jack

**Representing:**

Department of Children and Families  
Private for Profit

**TDLCB Members Absent:**

Sheryl Dick-Stanford  
Jean Cerullo (excused)  
Renee Gahagan (excused)  
Beverly Johnson (excused)  
DJ Lebo (excused)  
Ellen Labadie- Alternate  
Steven Civitelli  
Ethan Johnson  
Cynthia Tucker (excused)  
Susan Pauley (excused)

**Representing:**

Agency for Persons with Disabilities  
Citizens Advocate  
Citizens Advocate - Alternate  
Children at Risk  
Children at Risk - Alternate  
Elder Affairs  
Medical Community  
Medical Community – Alternate  
Vocational Rehab Services  
Vocational Rehab Services

**Others Physically Present:**

Donna King, Recording Secretary  
Stephan Harris  
Pamela Blankenship  
Colleen Nicoulin  
Kelvin Miller  
Bobbie King  
Ralf Heseler  
Jacob Lunceford  
John Harden

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
Votran  
Volusia County Transit Services Division  
Volusia County Transit Services Division  
Volusia County Transit Services Division  
Citizen

**Others Virtually Present:**

**Representing:**

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

TDLCB Chairperson Matt Reinhart called the meeting of the River to Sea Transportation Planning Organization (TPO) Transportation Disadvantaged Local Coordinating Board (TDLCB) to order at 10:00 a.m. The roll was called, and it was

determined that a quorum was physically present. The meeting was held in a hybrid format with nine voting members physically present and two voting members virtually present.

**MOTION:** *A motion was made by Mr. Hall to allow TDLCB members attending virtually to participate and vote. The motion was seconded by Ms. Tyson and carried unanimously.*

## II. Public Comment/Participation

There were no public comments.

## III. Action Items

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

Mr. Hall conveyed his appreciation for the meeting materials being sent out in an accessible format.

**MOTION:** *A motion was made by Mr. Hall to approve the April 12, 2023 TDLCB meeting minutes. The motion was seconded by Ms. Lipovsky and carried unanimously.*

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

Mr. Heseler explained that inside the packet presented, the ridership numbers for February, March, and April 2023 are provided. Overall, there was a 5% increase compared to the same period in 2022, which equates to about three thousand more trips.

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

### C. Review and Approval of the 2023 Transportation Disadvantaged Service Plan (TDSP) Minor Update (Roll Call Vote Required)

Chairperson Reinhart explained the minor updates including changes to the dates and a name change from Volusia Transit Management to Volusia County Services Transit Division.

Mr. Harris stated that the TDSP is a five-year document developed by Votran and reviewed by the TPO. The plan consists of minor updates on an annual basis. The last major update was in 2021. Ninety percent of the minor changes involve the name change. All changes are highlighted and underlined, and text being removed is stricken. He continued reviewing the changes including a new rate model worksheet in Appendix B. The new rates are for passenger miles and are set at \$3.17 for ambulatory services and \$5.43 for wheelchairs. Those rates are used in Volusia Counties TRIP and Equipment Grant that was approved yesterday (July 11, 2023).

Ms. Tyson asked if there had been any discussion about an increase in rates for passengers.

Chairperson Reinhart responded that there has been but there is no additional information at this time.

Mr. Hall asked about strategy 3.2.3 (new accessible stops) and 5.1.3 (Accessible Pedestrian Signals (APS) and noted that some of the existing bus stops are not accessible.

Ms. King stated that the counties and cities handle their own jurisdictions. Due to some of the speed limits being too high, FDOT determines if adding an accessible stop is safe or not. All Volusia County bus stops are accessible.

**MOTION:** *A motion was made by Ms. Tyson to approve the TDSP minor update. The motion was seconded by Mr. Hall and carried unanimously by roll call vote.*

### D. Review and Approval of the 2023 TDLCB Bylaws

Chairperson Reinhart explained the revisions of the Bylaws. All revisions are highlighted, underlined, and stricken. He also noted that the Chairperson and Recording Secretary were updated as well as the dates.

**MOTION:** *A motion was made by Ms. Lipovsky to approve the 2023 TDLCB Bylaws. The motion was seconded by Ms. Spencer and carried unanimously.*

**IV. Presentations and Discussion Items**

**A. Presentation and Discussion of The SunRail Deland Station Groundbreaking**

Mr. Harris gave a PowerPoint presentation on the DeLand SunRail Station groundbreaking, which spans forty-nine miles with sixteen stations. The construction of the station will add 12.2 miles to the SunRail corridor and will include a park-and-ride lot, and pedestrian connection and trail connections from the station to the Spring-to-Spring Trail. More than 300 people attended the event. The construction is estimated to be completed in one year. He discussed the grade crossing improvements which include double tracking of tracks from W. French Ave in Orange City to the DeLand Station; widening and adding paved shoulders to the roadway; and Fort Florida Road improvements in DeBary. He noted that Votran will be providing bus service.

**B. Discussion of TDLCB Meeting Attendance**

Mr. Harris noted that the TPO staff has been reaching out to the TDLCB members to discuss meeting attendance one-on-one. The TPO is focused on attendance, filling vacancies, and getting alternates for primary members.

It was suggested that the TPO use more e-mail communication, letters explaining the importance of attendance, and/or send the bylaws out to members as a reminder for attendance. It was also suggested that members who can't attend the meetings in person should call or e-mail the TPO. Mr. Harris noted that (post-COVID) virtual attendance is for extraordinary circumstances only. The member positions are required by state law and the different agencies designate the individuals who serve on the board.

Ms. Tyson suggested that the TPO add a Threads forum (social media) to help with communication with the committees.

Ms. Jessie requested that Disability Solutions be added to the meeting notification email list.

**V. Staff Comments**

Mr. Harris introduced the TPO's new Administrative Assistant (Donna King) and reminded members that the next TDLCB meeting will be held on October 18, 2023.

Mr. John Harden, citizen, expressed concern about the subcontracted drivers for Votran. The sub-contractor (Compassionate Care) drivers don't seem to be held to the same standards as the Votran employee drivers. The vehicles aren't as accessible and the seats are very close together which causes you to have to sit sideways in the seat. Also, Yellow Cab has a couple of drivers; one of them is constantly on his phone while driving and the other one is an older man who has had a stroke and an accident and is still being allowed to drive. His wife refuses to get in the vehicle with them.

Ms. Tyson added that the service dogs can't fit in the vehicles due to the seats being too close together. Her knees are pressed hard against the seat in front of her. She stated that she mentioned all of this in the last meeting and nothing has been done. She also added that the drivers used to have tablets so that they could see changes in the manifest and the drivers no longer have them. Two drivers showed up for her the other day because they didn't know there had been any changes. Ms. Tyson said that no communication is not acceptable.

Ms. King stated that they had issues with the software on the tablets needing updates in March and those issues should have been resolved a couple of weeks ago. She will investigate this immediately.

**VI. TDLCB Chairperson Comments**

There were no Chairperson comments.

**VII. TDLCB Member Comments**

Ms. Lipovsky asked for an update on the Mobility-on-Demand service.

Ms. King gave an update stating that the RFP went out a couple of months ago. Three proposals were received, and the evaluation committee is currently reviewing them. They will have a meeting on Thursday, July 13, 2023, to give a recommendation of award. After that, a presentation will be given to the Volusia County Council for approval and they will get started with the work.

Mr. Hall stated that there is a meeting tomorrow at 7:00 p.m. to discuss the White Cane Pedestrian Safety Disability Awareness event in October. It's a Zoom meeting and input will make a difference. There will be several activities during October.

Ms. Jessie stated that she went to Tallahassee and Star Metro had a user-friendly phone app that she could use to buy tokens. She said that the driver could scan the phone to accept payments.

Ms. Craig stated that the Council on Aging in Volusia County provides rides on regular and small buses. They cover ninety-five rides per year. She thinks it would be a good idea to have them join our committee.

Mr. Harris stated that Ms. Ellen Labadie represents the Council on Aging on the TDLCB.

Ms. Tyson asked for an update on Votran staffing.

Mr. Kelvin Miller stated that they have increased the wages for all drivers and have sign-on bonuses. The issue with staffing is four to five people hire on, get their CDLs, and then others retire, so they are basically breaking even; they have seen an increase in applications. There is a vigorous background check that they must pass as well. The new employees are required to stay for six months to a year for the sign-on bonus. Votran is trying to figure out how to get reimbursed for the CDL certification.

Ms. Lipovsky asked what the starting pay is for the drivers.

Mr. Miller stated that the starting pay for fixed route drivers is \$17.00 per hour and \$16.00 an hour for paratransit drivers.

Ms. Lipovsky stated that paratransit drivers have more responsibilities than fixed-route drivers.

Mr. Miller stated that fixed route drivers need a more stringent license than paratransit drivers, but it is a negotiated wage.

Mr. Reinhart stated that those issues would be a discussion for the Union.

**VIII. Information Items**

- 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
- 2023 R2CTPO Meeting Schedule

**IX. Adjournment**

The meeting was adjourned at 11:07 a.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



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

**CERTIFICATE:**

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the July 12, 2023 regular meeting of the Transportation Disadvantaged Local Coordinating Board (TDLCB), approved and duly signed this 18<sup>th</sup> day of October 2023.

  
DONNA KING, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

*\*A recording of the July 12, 2023 TDLCB meeting is available upon request.*